

SUPPORTING STATEMENT

Justification statement for Protection and Advocacy (P&A) Voting Access Annual Report 0970-0326

A. Justification

1. Circumstances Making the Collection of Information Necessary

Public Law 107-252, Help America Vote Act of 2002, section 291 (42 USC 15461) address the use of funds received under the Help America Vote Act (HAVA), P.L. 107-252, Title II, Subtitle D, Section 291, Payments for Protection and Advocacy Systems used to provide education, training and assistance to individuals with disabilities that will promote their participation in the electoral process. Protection and advocacy systems (P&As) are requested to submit an annual report as noted under 42 U.S.C. 15461 of the Help America Vote Act of 2002.

A copy of section 291 is attached.

2. Purpose and Use of Information Collection

By Federal statute (the Help America Vote Act (HAVA) of 2002, Public Law 107-252, Section 265 (b), Reports, 42 U.S.C. 15461) the governing agency is mandated to submit a report to the Committee on House Administration of the House of Representatives and the Committee on Rules and Administration of the Senate. As a result of the mandate, each State Protection & Advocacy (P&A) System receiving funds and activities carried out under HAVA Section 291 are requested to prepare an annual in accordance with the grant terms and conditions. The purpose of the annual report is to obtain information from each state/territory to use in the Congressional report submitted by the Secretary of the U.S. Department of Health and Human Services.

3. Use of Improved Information Technology and Burden Reduction

The Administration on Developmental Disabilities (ADD) has no funding under the Developmental Disabilities (DD) Act to support an electronic reporting system for the Protection and Advocacy (P&A) Voting Access Annual Report.

4. Efforts to Identify Duplication and Use of Similar Information

There have not been any formal efforts to identify duplication because there are no similar programs collecting information regarding the Help America Vote Act (HAVA) program.

5. Impact on Small Business or Other Small Entities

The information collected does not involve, nor result in assignment of burden to any small business. It is collected from 55 designated Protection and Advocacy Systems (P&As).

6. Consequences to Collecting the Information Less Frequently

No accountability of how HAVA funds are being used

7. Special circumstances Relating to the Guidelines of 5 CFR 1320.5

There are no special circumstances governing the collection of data.

8. Comments in Response to the Federal Register Notice and Efforts to Consult Outside the Agency

An annual report format has been established by the Administration on Developmental Disabilities. The format is based on the Protection and Advocacy Agency's plan to address the areas outlined in the Help America Vote Act (HAVA) Section 291. The areas include full participation in the electoral process; education, training and assistance; advocacy and education around HAVA implementation efforts; training and education of election officials, poll workers and election volunteers regarding the rights of voters with disabilities and best practices; assistance in filing complaints; assistance to State and other governmental entities regarding the physical accessibility of polling places; and obtaining training and technical assistance on voting issues.

9. Explanation of Any Payments or Gifts to Respondents

No payments or gifts to respondents are planned.

10. Assurance of Confidentiality Provided to Respondents

This information collection does not require an assurance of confidentiality.

11. Justification for Sensitive Questions

Not applicable

12. Estimates of Annualized Burden Hours and Costs

The following is the hour of burden estimate for this information Collection:

| No. of States | No. of Responses per state | Average Burden hours per state | Total Hours |
|---------------|----------------------------|--------------------------------|-------------|
| 55 | 1 | 20 | 1,100 |

The current approximation of annual burden is 5 hours for four (4) working days which equals 20 hours. The total estimated burden hours for the P&As are 1,100.

The annualized cost of the hour burden, expressed in dollars is:

| Average Cost/hour | Average Burden hours/state | Average Annual cost/state | Total Annual Cost |
|-------------------|----------------------------|---------------------------|-------------------|
| \$35 | 20 | \$700 | \$38,500 |

13. Estimates of Other Total Annual Cost Burden to Respondents and Record Keepers

There is no annual burden to respondents resulting from the collection of information for the P&As annual report.

14. Annualized Cost to the Federal Government

This computation is based on an estimated \$35 per hour for the efforts of a Program Specialist. The estimated hourly rate includes fringe benefits.

Program specialists will devote an annualized estimate of 200 hours every year to organize and review the annual reports and to generate analysis of the information.

Total Estimated Federal Costs is \$7,000

15. Explanation for Program Changes or Adjustments

There are no program changes or adjustments. The annual report documents the work executed and the funds expended by the P&As to perform the duties as required by the Help America Vote Act. The annual report is due by December 31st of each fiscal year.

16. Plans for Tabulation and Publication and Project Time Schedule

Not applicable

17. Reason(s) Display of OMB Expiration Date is Inappropriate

The results of this information collection are not planned to be published for statistical use.

18. Explanation to Certification for Paperwork Reduction Act Submissions

Not applicable

B. Statistical Methods (used for collection of information employing statistical methods)

1. Respondent Universe and Sampling Methods

Not applicable

2. Procedures for the Collection of Information

Not applicable

3. Methods to Maximize Response Rates and Deal with Nonresponse

Not applicable

4. Test of Procedures or Methods to be Undertaken

Not applicable

5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

Not applicable