Supporting Statement

Information Collection

**OMB** **0970-0260**

**45 CFR 1310-Head Start Transportation Requirement**

1. **Justification**
2. **Circumstances Making the Collection of Information Necessary**

45 CFR 1310 was promulgated under the authority of the Head Start Act which required the Secretary of HHS to prescribe regulations for the safe transportation of Head Start children attending Head Start program operations. These rules apply to transportation provided by the Head Start program or vendors who are under contract to provide transportation. We are not proposing any changes in these safety rule.

1. **Purpose and Use of the Information Collection**

The purpose of this rule was to assure that safety standards are applied uniformly across all programs.

1. **Use of Improved Information Technology and Burden Reduction**

There are no paper transactions.

1. **Efforts to Identify Duplication and Use of Similar Information**

No similar information is available. .

1. **Impact on Small Businesses or Other Small Entities**

Not applicable. Small businesses and small entities are not impacted.

1. **Consequences of Collecting the Information Less Frequently**

Not Applicable.

1. **Special Circumstances Relating to the Guidelines of CFR 1320.5**

Not applicable. No conditions as specified are required.

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

The notice of Proposed Information Collection Activity and Comment Request was published in the Federal Register on 6/11/2012, vol. 77, page 34387. No comments were received.

1. **Explanation of Any Payment or Gift to Respondents**

Not applicable.

1. **Assurance of Confidentiality Provided to Respondents**

There is no confidential information contained in the data collection.

1. **Justification for Sensitive Questions**

Not applicable.

**12. Estimates of Annualized Burden Hours and Costs**

ANNUAL BURDEN ESTIMATES

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| INSTRUMENT | NUMBER OF RESPONDENTS | NUMBER OF RESPONSES PER RESPONDENT | AVERAGE BURDEN HOURS PER RESPONSE | TOTAL BURDEN HOURS |
| 45 CFR 1310 | 275 | 1 | 1 | 275 |

Estimated Total Annual Burden Hours: 275

The monetary value of these hours are $50 times 275 hours which equals $13,750.

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

There are no out of pocket expenses.

1. **Annualized Costs to the Federal Government**

Not Applicable

1. **Explanation for Program Changes or Adjustments**

There are not program changes or adjustments.

**16.**  **Plans for Tabulation and Publication and Project Time Schedule**

There are no plans to publish or change any data in connection with these requirements.

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

Expiration date will be prominently displayed on all information collection material.

1. **Exceptions to Certification for Paperwork Reduction Act Submissions**

Not applicable.

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

No Statistical methods or analysis, will be applied