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# **SUPPORTING STATEMENT FOR PAPERWORK REDUCTION ACT SUBMISSIONS**

## **A. Justification**

### **A1. Need for Information Collection**

The Corporation for National and Community Service (CNCS) awards grants to states, institutions of higher education, non-profit organizations, Indian tribes, and U.S. Territories to operate AmeriCorps State, AmeriCorps National, AmeriCorps NCCC, AmeriCorps VISTA, and Senior Corps programs. This information collection comprises the questions applicants answer to apply to be an NCCC Project Sponsor.

### **A2. Indicate how, by whom, and for what purpose the information is to be used.**

Potential sponsors respond to the questions included in the application in order to apply for to be an AmeriCorps NCCC team.

### **A3. Minimize Burden: Use of Improved Technology to Reduce Burden**

The Corporation will be eliciting and accepting project sponsor applications electronically via the My AmeriCorps portal, the CNCS secure online grants management system, or via e-mail. If sponsors are unable to apply or report on-line, they can use the attached forms and instructions to submit their application.

### **A4. Non-Duplication**

There are no other sources of information by which CNCS can meet the purposes described in A2 (above).

### **A5. Minimizing for economic burden for small businesses or other small entities.**

This collection of information does not impact small businesses because they are not eligible to apply for grants. There is no economic burden to any other small entities beyond the cost of staff time to collect and report the data. This is minimized to the degree possible by only asking for the information absolutely necessary to measure progress towards the strategic plan benchmarks.

### **A6. Consideration of Collection**

CNCS will be unable to accept applications from organizations interested in becoming AmeriCorps NCCC project sponsors without approval of this collection.

### **A7. Special circumstances that would cause information collection to be collected in the specified ways.**

There are no special circumstances that would require the collection of information in any other ways specified.

**A8. Provide copy and identify the date and page number of publication in the Federal Register of the Agency's notice.**

The 60 day *Notice* soliciting comments was published on Tuesday, July 17, 2012 on page 41973.

**A9. Payment to Respondents**

There are no payments or gifts to respondents

**A10. Confidentiality**

Information provided by this collection may be shared with federal, state, and local agencies for law enforcement purposes. Information provided by respondents is subject to the Privacy Act and a Privacy Act Notice appears on the application.

**A11. Sensitive Questions**

The information collection does not include questions of a sensitive nature.

**A12. Hour burden of the collection**

This is the application to become an AmeriCorps NCCC project sponsor. We expect approximately 1200 respondents to use these instructions to apply to become AmeriCorps NCCC project sponsors. The frequency of response will not be greater than annually, and should not exceed 6 hours of effort per respondent. There is no estimated annual hour burden outside of the customary and usual business practices.

**A13. Cost burden to the respondent**

None

**A14. Cost to Government**

There is no additional cost to the Government.

**A15. Reasons for program changes**

Not applicable.

**A16. Publication of results**

Not applicable because the responses to this information collection will not be published.

**A17. Explain the reason for seeking approval to not display the expiration date for OMB approval of the information collection.**

Not applicable.

**A18. Exceptions to the certification statement**

There are no exceptions to the certification statement in the submitted ROCIS form.