Supporting Statement A

National Geospatial Program:
The National Map

OMB Control Number 1028-0092

Terms of Clearance: None

General Instructions

A completed Supporting Statement A must accompany each request for approval of a collection of information. The Supporting Statement must be prepared in the format described below, and must contain the information specified below. If an item is not applicable, provide a brief explanation. When the question "Does this ICR contain surveys, censuses, or employ statistical methods?" is checked "Yes," then a Supporting Statement B must be completed. OMB reserves the right to require the submission of additional information with respect to any request for approval.

Specific Instructions

Justification

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection.

The American Recovery and Reinvestment Act of 2009 (Pub.L. 111-5) provided initial funding for the collection of orthoimagery and elevation data. The National Geospatial Program (NGP) of the U.S. Geological Survey (USGS) will continue to accept applications from State, local or tribal governments and academic institutions to advance the development of *The National Map* and other national geospatial databases. This effort will support our need to supplement ongoing data collection activities to respond to an increasing demand for more accurate and current elevation data and orthoimagery, as well as other geospatial data layers such as hydrography.

Executive Order 12906 called for the establishment of the National Spatial Data Infrastructure defined as the technologies, policies, and people necessary to promote sharing of geospatial data throughout all levels of government, the private and non-profit sectors, and the academic community. The NGP promotes geospatial data sharing throughout all levels of government, the private and non-profit sectors, and academia. We are working to deliver new ways of accessing, sharing and using geographic data that enable comprehensive analysis of data to help decision-makers choose the best course(s) of action (see: http://www.fgdc.gov/policyandplanning/newspbp/StrategicPlanGuidelines_v2_052809_FinalVersion.pdf

As the lead Federal government agency for elevation data, we are designated to collect terrestrial elevation data under the Office of Management and Budget (OMB) Circular A-16. This Circular outlines our responsibilities regarding coordination of Federal surveying, mapping, and related spatial data activities that are financed in whole or in part by Federal funds. The USGS is using this opportunity to supplement ongoing data collection activities to respond to an increasing demand for more accurate and current geospatial data, including elevation and other layers such as orthoimagery and hydrography.

The NGP archives and disseminates base layer geospatial data as part of *The National Map* and its products. Elevation (lidar) data, orthoimagery, and hydrography are three of these base geospatial layers that support our current data needs. Many organizations including State, local and tribal governments, private and non-profit firms, as well as many Federal government agencies will use these data to support requirements for planning, infrastructure improvements, and resource assessments.

2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection. Be specific. If this collection is a form or a questionnaire, every question needs to be justified.

The NGP will use this information to evaluate applications for funding through the NGP cooperative agreement process. This collection will continue to ensure that sufficient and relevant information is available to evaluate and select proposals for funding. Financial assistance will be awarded on a competitive basis following the evaluation and ranking of both academic and State, local and tribal applications by a review panel composed of representatives from the USGS.

We will use Standard Forms 424 (Application for Federal Assistance); 424A (Budget Information Non-Construction Programs); and 424B (Assurances Non-Construction Programs). Applicants submit proposals for funding in response to Notices of Funding Availability (NOFA) that we publish on Grants.gov.

The project summaries and narratives are the basis for this information collection request. All awards under this program have a maximum reporting requirement of quarterly status reports (no more than two pages) that shall be submitted to the NGP Grants Program Manager within the first week of each quarter. The quarterly reports will include:

1. *Brief narrative of accomplishments*
2. *Status of any contracts with dates*
3. *Percentage of data collection complete*
4. *Percentage data processing complete*
5. *Work anticipated in following quarter*
6. *Deliveries/Issues/Difficulties*

A final technical report will document and summarize the results of the entire project. This report will contain a comparison of actual accomplishments to the goals established for the funded period; reasons why established goals were not met, if applicable; and other pertinent information. The final report must be submitted to the NGP within 90 calendar days of the end of the project period.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any

consideration of using information technology to reduce burden and specifically how this collection meets GPEA requirements.

All application instructions and forms are available on the Internet through Grants.gov (http://www.grants.gov). Hardcopy/paper submissions and electronic copies submitted via e-mail will not be accepted under any circumstances. All reports will be accepted electronically via e-mail.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.

Due to the unique nature of this program no other Federal agency collects this information for the purposes of advancing the development of *The National Map.*

5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.

We have made efforts to keep the amount of information requested to a minimum for all of the applicants. The information has to be sufficient to make a competitive funding decision.

6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

Failure to collect this information would result in a critical reduction in our ability to provide the most up-to-date, high quality, integrated geospatial data and improved products and services including new generation digital topographic maps. Collecting proposals in order to competitively award grants and cooperative agreements is necessary to comply with the Federal Grants and Cooperative Agreement Act, the Federal Financial Assistance Management Improvement Act. Successful applicants must submit reports in compliance with Federal regulations. Not requiring reports would violate the reporting requirements of the Uniform Administrative Requirements as incorporated in 43 CFR Part 12. Information collection through regular reporting is essential to ensure that Government funds are properly expended.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner:

- **requiring respondents to report information to the agency more often than quarterly;**
- **requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**
- **requiring respondents to submit more than an original and two copies of any document;**
- **requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records, for more than three years;**
- **in connection with a statistical survey that is not designed to produce valid and reliable results that can be generalized to the universe of study;**
- **requiring the use of a statistical data classification that has not been reviewed and**

approved by OMB;

- **that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or**
- **requiring respondents to submit proprietary trade secrets, or other confidential information, unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.**

There are no circumstances that require collection of information in a manner inconsistent with OMB guidelines.

8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and in response to the PRA statement associated with the collection over the past three years, and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.

Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every three years — even if the collection of information activity is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.

On April 29, 2013 we published in the Federal Register (78 FR 25095) a notice of our intent to request that OMB renew this information collection. In that notice we solicited comments for 60 days, ending June 28, 2013. We did not receive any comments in response to that notice.

In addition to information provided by earlier viewers of our Program Announcement, we conducted outreach with applicants who actually responded to the Program Announcement in 2010. We specifically requested comments on the:

- Estimated length of time to complete project narratives and other materials associated with the grant application;
- Estimated time to complete reports; and
- Clarity of instructions and utility of the information that we collect.

We received comments from three applicants who received awards in 2010 (see Table 1).

Table 1. Individuals Contacted Outside the Agency

Bhupendra Patel Senior Transportation Modeler Association of Monterey Bay Area Governments P.O. Box 809 Marina, CA 93933 Phone: 831-883-3750 ext. 305 Email: bpatel@ambag.org	Dr. James D. Scurry South Carolina Department of Natural Resources 1000 Assembly Street, Suite 134 Columbia, SC 29201 Phone: 803-734-9494 Email: scurryj@dnr.sc.gov
Michael Catron GIS Coordinator Ark-Tex Council of Governments GIS Department 4808 Elizabeth Street/ P.O. Box 5307 Texarkana, TX 75503 Phone: 903-8328636 Email: mcatron@atcog.org	

Time to complete applications**:** Respondent estimates for the hour burden for narrative and application preparation ranged from 10 to 96 hours. We believe that this variance derives from the expected variability in the time it takes to gather information to prepare and write the narrative, and to solicit and receive supporting feedback (i.e., peer-reviews and letters of support). We also believe the level of experience applicants have with the process is a factor. Based on these results and information previously collected, we continue to estimate the burden to complete the application process to be approximately 60 hours.

Time to complete reports**:** Feedback on the quarterly reporting requirement indicates that they were completed in less than one hour by all respondents. Estimates of the time it took to complete the final report ranged from a low of 7 hours to a high of "somewhere between 50 and 70 hours". We believe this variance results primarily from differing levels of experience, along with differences in content included in the reports. Based on these considerations, we adjusted our previously estimated burden time upward from 10 to 20 hours.

Clarity of instructions**:** The comments on the clarity of the announcement were that it was appropriate for the type of work being accomplished under the cooperative agreement and was not overly burdensome. Suggestions for improvement in the clarity of the data specification were received from many of the award recipients after they began their project work in 2010. Their suggestions for improvement were considered and incorporated into a revised version of the Program Announcement that will be used for any future call for proposals.

9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.

We do not provide payments or gifts other than the remuneration of grantees

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.

We do not provide any assurance of confidentiality to respondents.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

We do not ask questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information. The statement should:

- **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. Generally, estimates should not include burden hours for customary and usual business practices.**
- **If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens.**
- **Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for information collection activities should not be included here.**

Our hour and dollar burden estimates, in Tables 2 and 3 below, are based on our own knowledge plus the outreach described in item 8. We expect to receive approximately 75 applications in response to the announcement.

Applicants for this grant program may be nonprofit, nongovernmental organizations; public and private institutions of higher education; and Federal, State, and local government agencies. We estimate that we will receive 175 information responses (75 applications, 80 quarterly reports, and 20 final reports) totaling 4,980 annual burden hours. We estimate the annual dollar value of the burden hours to be $232,454.

Application Preparation: We anticipate that it will take each applicant approximately 60 hours to complete the project narrative and to provide any other relevant supporting documents such as letters of support, site photos, and curriculum vitae (totaling 4,500 annual hours).

We anticipate awarding an average of 20 grants per year. The 20 award recipients must provide two different types of reports during life of the agreement:

Quarterly Status Report: Within 7 days of the beginning of each quarter, a report will be submitted summarizing the previous quarter's progress. The quarterly report will take no more than 1 hour to prepare (totaling 80 annual hours).

Final Report: These reports will contain a comparison of actual accomplishments to the goals established for the period; reasons why established goals were not met, if applicable; and other pertinent information. The final report shall be submitted within 90 calendar days of the end of the project period. We estimate that it will take approximately 20 hours to complete a final report (totaling 400 annual hours).

Table 2. Estimated annual hour burden of the collection of information

Activity	**Number of Annual Responses**	**Estimated Completion Time per Response**	**Total Annual Burden Hours**
Narrative Preparation	75	60 hours	4,500
Quarterly Status Reports	80	1 hour	80
Final Report	20	20 hours	400
TOTAL	**175**		**4,980**

We estimate the dollar value of the annual burden hours to be $232,454 (see Table 3). The particular values utilized are:

- **State/tribal/local governments:** The mean hourly wage is $32.13. We determined this hourly wage based on Bureau of Labor Statistics, Occupational Employment and Wages, May 2008, 19-3092 Geographers in this category (see: http://www.bls.gov/oes/2008/may/oes193092.htm). We multiplied the hourly wage by 1.5 to account for benefits ($48.20) in accordance with the BLS news release USDL 10-0283, March 10, 2010.

- **Private sector**: The mean hourly wage is $31.04. We determined this hourly wage based on the Bureau of Labor Statistics, Employment Costs for Private Workers (see: wages for Professional and Technical services - http://www.bls.gov/news.release/ecec.t10.htm). We multiplied by 1.4 to account for benefits ($43.46) in accordance with the BLS news release USDL 10-0283, March 10, 2010.

Table 3. Estimated Dollar Value of Annual Burden Hours

Activity	**Annual Number of Responses**	**Estimated Completion Time per Respondent**	**Total Annual Burden Hours**	**Dollar Value of Burden Hour**	**Total Dollar Value of Annual Burden**

				[Including Benefits]	**Hours**
Narrative Preparation					
State, Local and Tribal	50	60 hours	3,000	$48.20	$144,600
Private	25	60 hours	1,500	$43.46	$65,190
				Subtotal	**$209,790**
Final Reports					
State, Local and Tribal	16	20 hours	320	$48.20	$15,424
Private	4	20 hours	80	$43.46	$3,460
				Subtotal	**$18,884**
Quarterly Reports					
State, Local and Tribal	64	1 hour	64	$48.20	$3,085
Private	16	1 hour	16	$43.46	$695
				Subtotal	**$3,780**
TOTAL	**175**		**4,780**		**$232,454**

13. Provide an estimate of the total annual non-hour cost burden to respondents or recordkeepers resulting from the collection of information. (Do not include the cost of any hour burden already reflected in item 12.)

- **The cost estimate should be split into two components: (a) a total capital and start-up cost component (annualized over its expected useful life) and (b) a total operation and maintenance and purchase of services component. The estimates should take into account costs associated with generating, maintaining, and disclosing or providing the information (including filing fees paid for form processing). Include descriptions of methods used to estimate major cost factors including system and technology acquisition, expected useful life of capital equipment, the discount rate(s), and the time period over which costs will be incurred. Capital and start-up costs include, among other items, preparations for collecting information such as purchasing computers and software; monitoring, sampling, drilling and testing equipment; and record storage facilities.**
- **If cost estimates are expected to vary widely, agencies should present ranges of cost burdens and explain the reasons for the variance. The cost of purchasing or contracting out information collection services should be a part of this cost burden estimate. In developing cost burden estimates, agencies may consult with a sample of respondents (fewer than 10), utilize the 60-day pre-OMB submission public comment process and use existing economic or regulatory impact analysis associated with the rulemaking containing the information collection, as appropriate.**
- **Generally, estimates should not include purchases of equipment or services, or portions thereof, made: (1) prior to October 1, 1995, (2) to achieve regulatory compliance with requirements not associated with the information collection, (3) for reasons other than to provide information or keep records for the government, or**

(4) as part of customary and usual business or private practices.

There is no non-hour cost burden to applicants under this collection. There is no fee for application nor any fees associated with application requirements.

14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information.

The total estimated cost to the Federal Government for processing and reviewing proposals for funding and reviewing reports as a result of this collection of information is $35,214. This includes Federal employee's hourly wages and benefits. Table 4 below shows Federal staff and grade levels performing various tasks associated with this information collection. We used the Office of Personnel Management Salary Table 2009-DCB (http://www.opm.gov/flsa/oca/09tables/html/dcb_h.asp) to determine the hourly wages for the Federal employees associated with this collection. We multiplied the hourly wage by 1.5 to account for benefits (as implied by the previously referenced BLS news release).

The Grants Specialist will provide assistance to applicants when help is requested, download the applications, and provide the applications to the National Map Coordinator. The National Map Coordinator will complete an initial review process to consider the completeness of documentation and basic eligibility of each application received. Six subject matter specialists will evaluate the eligible proposals. Each proposal is evaluated and scored using narrative evaluation factors. Finally, the slate of selected proposals will be submitted to USGS senior leadership for final approval.

Table 4. Annualized Cost to the Federal Government

Action	Position	Grade/ Step	Hourly Rate	Hourly Rate incl. benefits (1.5 x hourly pay rate)	Estimated time spent by Federal Employees (hours)	Annual Cost
Processes 75 Applications	Grants Specialist	GS-13/5	$47.21	$70.82	40 hours	$2,833
Reviews 75 Applications	National Map Coordinator	GS-13/5	$47.21	$70.82	60 hours	$4,249
Evaluates Applications	Subject Matter Specialist #1	GS-13/5	$47.21	$70.82	40 hours	$2,833
	Subject Matter Specialist #2	GS-13/5	$47.21	$70.82	40 hours	$2,833
	Subject Matter Specialist #3	GS-15/5	$65.62	$98.43	40 hours	$3,937
	Subject Matter Specialist #4	GS-13/5	$47.21	$70.82	40 hours	$2,833
	Subject Matter Specialist #5	GS-13/5	$47.21	$70.82	40 hours	$2,833
	Subject Matter Specialist #6	GS-15/5	$65.62	$98.43	40 hours	$3,937

Action	Position	Grade/ Step	Hourly Rate	Hourly Rate incl. benefits (1.5 x hourly pay rate)	Estimated time spent by Federal Employees (hours)	Annual Cost
					Subtotal	**$26,288.00**
Reviews all quarterly and final reports	National Map Coordinator	GS-13/5	$47.21	$70.82	40 hours	$2,833
	Subject Matter Specialist #1	GS-13/5	$47.21	$70.82	40 hours	$2,833
Reviews final reports (only)	Subject Matter Specialist #2	GS-13/5	$47.21	$70.82	25 hours	$1,771
	Subject Matter Specialist #3	GS-12/5	$39.70	$59.55	25 hours	$1,489
					Subtotal	**$8,926**
					TOTAL	**$35,214**

15. Explain the reasons for any program changes or adjustments in hour or cost burden.

The only change is an adjustment upward in the time to complete the final report.

16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

The information collected as part of the application process will not be tabulated or published for statistical use. The information will be evaluated by a panel of program managers and scientists. The panelists will read the proposals for funding prior to their meeting. The panel will discuss each proposal and evaluate the technical merit. The peer review panel will vote on each proposal based on the criteria established. The panel rankings are the principal determination of proposal success, pending available funds.

Geospatial data generated as a part of work funded under this program will be made publically available without delay or restriction through *The National Map* databases (http://nationalmap.gov/); there is no provision for PIs (Principal Investigators) to have exclusive access to data for a proprietary period of time. The USGS reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, the data for Government purposes.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

Not applicable. We will display the OMB control number and expiration date.

18. Explain each exception to the topics of the certification statement identified in "Certification for Paperwork Reduction Act Submissions."

There are no exceptions to the certification statement.