

(a) IN GENERAL.—There is established within the Administration a program to be carried out by the Administrator to provide for Federal contracting assistance to qualified HUBZone small business concerns in accordance with this section.

(b) ELIGIBLE CONTRACTS—

(1) DEFINITIONS.—In this subsection—

(A) the term “contracting officer” has the meaning given that term in section 2101(1) of title 41, United States Code; and

“Contracting officer.”
[41 USC 2101(1)].

(B) the term “full and open competition” has the meaning given that term in section 107 of title 41, United States Code.

“Full and open competition.”
[41 USC 107].

(2) AUTHORITY OF CONTRACTING OFFICER.—⁷³⁷

(A) SOLE SOURCE CONTRACTS.—a contracting officer may award sole source contracts under this section to any qualified HUBZone small business concern, if—

(i) the qualified HUBZone small business concern is determined to be a responsible contractor with respect to performance of such contract opportunity, and the contracting officer does not have a reasonable expectation that 2 or more qualified HUBZone small business concerns will submit offers for the contracting opportunity;

(ii) the anticipated award price of the contract (including options) will not exceed—

this subsection) shall apply only to procurements by—

- (A) the Department of Defense;
- (B) the Department of Agriculture;
- (C) the Department of Health and Human Services;
- (D) the Department of Transportation;
- (E) the Department of Energy;
- (F) the Department of Housing and Urban Development;
- (G) the Environmental Protection Agency;
- (H) the National Aeronautics and Space Administration;
- (I) the General Services Administration;
- (J) the Department of Veterans Affairs;
- (K) the Department of Commerce;
- (L) the Department of Justice; and
- (M) the Department of State.

⁷³⁷ Phrase “[n]otwithstanding any other provision of law” deleted by § 1347(c)(1) of P.L. 111-240, approved Sept. 27, 2010 (124 Stat. 2547).

SMALL BUSINESS ACT

(I) \$5,000,000, in the case of a contract opportunity assigned a standard industrial classification code for manufacturing; or

(II) \$3,000,000, in the case of all other contract opportunities; and

(iii) in the estimation of the contracting officer, the contract award can be made at a fair and reasonable price;

(B) RESTRICTED COMPETITION.—A contract opportunity may⁷³⁸ be awarded pursuant to this section on the basis of competition restricted to qualified HUBZone small business concerns if the contracting officer has a reasonable expectation that not less than 2 qualified HUBZone small business concerns will submit offers and that the award can be made at a fair market price.

(C) APPEALS.—Not later than 5 days from the date the Administration is notified of a procurement officer's decision not to award a contract opportunity under this section to a qualified HUBZone small business concern, the Administrator may notify the contracting officer of the intent to appeal the contracting officer's decision, and within 15 days of such date the Administrator may file a written request for reconsideration of the contracting officer's decision with the Secretary of the department or agency head.

(3) PRICE EVALUATION PREFERENCE IN FULL AND OPEN COMPETITIONS.—

Price evaluation preference in full and open competitions.

(A) IN GENERAL.—Subject to subparagraph (B), in any case in which a contract is to be awarded on the basis of full and open competition, the price offered by a qualified HUBZone small business concern shall be deemed as being lower than the price offered by another offeror (other than another small business concern), if the price offered by the qualified HUBZone small business concern is not more than 10 percent higher than the price offered by the otherwise lowest, responsive, and responsible offeror.

(B)⁷³⁹ PROCUREMENT OF COMMODITIES.—For purchases by the Secretary of Agriculture of agricultural commodities, the price evaluation preferences shall be—

Procurement of commodities.

(i) 10 percent, for the portion of a contract to be awarded that is not greater than 25 percent of the total volume being procured for each commodity in a single invitation;

⁷³⁸ "May" substituted for "shall" by § 1347(c)(3)(A) and § 1347(b)(1) of P.L. 111-240, approved Sept. 27, 2010 (124 Stat. 2547). Section 1347(c) of P.L. 111-240 added the headings.

⁷³⁹ Subparagraphs 31(b)(3)(B) and (C) were added by § 612 (a)(2) of P.L. 106-554, approved Dec. 21, 2000 (114 Stat. 2763)

(ii) 5 percent, for the portion of a contract to be awarded that is greater than 25 percent, but not greater than 40 percent, of the total volume being procured for each commodity in a single invitation; and

(iii) zero, for the portion of a contract to be awarded that is greater than 40 percent of the total volume being procured for each commodity in a single invitation.

(C)⁷⁴⁰ PROCUREMENT OF COMMODITIES FOR INTERNATIONAL FOOD AID EXPORT OPERATIONS.—The price evaluation preference for purchases of agricultural commodities by the Secretary of Agriculture for export operations through international food aid programs administered by the Farm Service Agency shall be 5 percent on the first portion of a contract to be awarded that is not greater than 20 percent of the total volume of each commodity being procured in a single invitation.

(D) TREATMENT OF PREFERENCE.—A contract awarded to a HUBZone small business concern under a preference described in subparagraph (B) shall not be counted toward the fulfillment of any requirement partially set aside for competition restricted to small business concerns.

(4) RELATIONSHIP TO OTHER CONTRACTING PREFERENCES.— A procurement may not be made from a source on the basis of a preference provided in paragraph (2) or (3), if the procurement would otherwise be made from a different source under section 4124 or 4125 of title 18, United States Code, or chapter 85 of title 41. [18 USC 4124]. [41 USC ch 85].

(c) ENFORCEMENT; PENALTIES—

(1) VERIFICATION OF ELIGIBILITY.—In carrying out this section, the Administrator shall establish procedures relating to— Eligibility verification.

(A) the filing, investigation, and disposition by the Administration of any challenge to the eligibility of a small business concern to receive assistance under this section (including a challenge, filed by an interested party, relating to the veracity of a certification made or information provided to the Administration by a small business concern under section 3(p)(5); and

(B) verification by the Administrator of the accuracy of any certification made or information provided to the Administration by a small business concern under section 3(p)(5).

(2) EXAMINATIONS.—The procedures established under paragraph (1) may provide for program examinations (including random program examinations) by the Examinations.

⁷⁴⁰ Subparagraph 31(b)(3)(C) redesignated (D) and new subparagraph 31(b)(3)(C) added by § 153 of P.L. 108-447, approved Dec. 8, 2004 (118 Stat. 2809-650).



Administrator of any small business concern making a certification or providing information to the Administrator under section 3(p)(5).

(3) PROVISION OF DATA.—Upon the request of the Administrator, the Secretary of Labor, the Secretary of Housing and Urban Development, and the Secretary of the Interior (or the Assistant Secretary for Indian Affairs), shall promptly provide to the Administrator such information as the Administrator determines to be necessary to carry out this subsection.

(4) PENALTIES.—In addition to the penalties described in section 16(d), any small business concern that is determined by the Administrator to have misrepresented the status of that concern as a “HUBZone small business concern” for purposes of this section, shall be subject to—

- (A) section 1001 of title 18, United States Code; and [18 USC 1001]
- (B) sections 3729 through 3733 of title 31, United States Code. [31 USC 3729-3733]

(d)⁷⁴¹ AUTHORIZATION OF APPROPRIATIONS.—There is authorized to be appropriated to carry out the program established by this section \$10,000,000 for each of fiscal years 2004 through 2006. Authorization

§ 32⁷⁴² VETERANS PROGRAMS. Veterans Programs. 15 USC 657b.

(a) OFFICE OF VETERANS BUSINESS DEVELOPMENT.—There is established in the Administration an Office of Veterans Business Development, which shall be administered by the Associate Administrator for Veterans Business Development (in this section referred to as the “Associate Administrator”) appointed under section 4(b)(1). Office of Veterans Business Development.

(b) ASSOCIATE ADMINISTRATOR FOR VETERANS BUSINESS DEVELOPMENT.—The Associate Administrator—

- (1) shall be an appointee in the Senior Executive Service;
- (2) shall be responsible for the formulation, execution, and promotion of policies and programs of the Administration that provide assistance to small business concerns owned and controlled by veterans and small business concerns owned and controlled by service-disabled veterans. The Associate Administrator shall act as an ombudsman for full consideration of veterans in all programs of the Administration; and
- (3) shall report to and be responsible directly to the Administrator.

⁷⁴¹ New subsection 31(d) added by § 503(b) of P.L. 106-554, approved Dec. 21, 2000 (114 Stat. 2763). Section 154 of P.L. 108-447, approved Dec. 8, 2004 (118 Stat. 2809-650) replaced “2001 through 2003” with “2004 through 2006.”

⁷⁴² New section 32 added by § 201(b)(2) of P.L. 106-50, approved August 17, 1999 (113 Stat. 235).

SMALL BUSINESS ACT

(iii) section 2687 of title 10, United States Code; or

[10 USC 2687]

(iv) any other provision of law authorizing or directing the Secretary of Defense or the Secretary of a military department to dispose of real property at the military installation for purposes relating to base closures of [sic] redevelopment, while retaining the authority to enter into a leaseback of all or a portion of the property for military use.

✓(5) QUALIFIED HUBZONE SMALL BUSINESS CONCERN—

“Qualified HUBZone small business concern.”

(A) IN GENERAL.—A HUBZone small business concern is “qualified,” if—

(i) the small business concern has certified in writing to the Administrator (or the Administrator otherwise determines, based on information submitted to the Administrator by the small business concern, or based on certification procedures, which shall be established by the Administration by regulation) that—

(I)⁵⁴ it is a HUBZone small business concern—

(aa) pursuant to subparagraph (A), (B), (C), (D) or (E)⁵⁵ of paragraph (3), and that its principal office is located in a HUBZone and not fewer than 35 percent of its employees reside in a HUBZone; or

(bb) pursuant to paragraph (3)(C), and not fewer than 35 percent of its employees engaged in performing a contract awarded to the small business concern on the basis of a preference provided under section 31(b) reside within any Indian reservation governed by 1 or more of the tribal government owners, or reside within any HUBZone adjoining any such Indian reservation;

(II) the small business concern will attempt to maintain the applicable employment percentage under subclause (I) during the performance of any contract awarded to the small business concern on the basis of a preference provided under section 31(b); and

⁵⁴ Subclauses 3(p)(5)(A)(i)(I) and (II) rewritten by § 603(a) of P.L. 106-554, approved Dec. 21, 2000 (114 Stat. 2763). Text of former subclauses is reprinted below:

(I) it is a HUBZone small business concern;

(II) not less than 35 percent of the employees of the small business concern reside in a HUBZone, and the small business concern will attempt to maintain this employment percentage during the performance of any contract awarded to the small business concern on the basis of a preference provided under section 31(b); and

⁵⁵ References to subparagraphs (C) and (E) added by § 151(a)(2) of P.L. 108-447, approved Dec. 8, 2004 (118 Stat. 2809-648).

(III) with respect to any subcontract entered into by the small business concern pursuant to a contract awarded to the small business concern under section 31, the small business concern will ensure that—

(aa) in the case of a contract for services (except construction), not less than 50 percent of the cost of contract performance incurred for personnel will be expended for its employees or for employees of other HUBZone small business concerns;

(bb) in the case of a contract for procurement of supplies (other than procurement from a regular dealer in such supplies), not less than 50 percent of the cost of manufacturing the supplies (not including the cost of materials) will be incurred in connection with the performance of the contract in a HUBZone by 1 or more HUBZone small business concerns;

(cc)⁵⁶ in the case of a contract for the procurement by the Secretary of Agriculture of agricultural commodities, none of the commodity being procured will be obtained by the prime contractor through a subcontractor for the purchase of the commodity in substantially the final form in which it is to be supplied to the Government; and

(ii) no certification made or information provided by the small business concern under clause (i) has been, in accordance with the procedures established under section 31(c)(1)—

(I) successfully challenged by an interested party;

or

(II) otherwise determined by the Administrator to be materially false.

(B) CHANGE IN PERCENTAGES.—The Administrator may utilize a percentage other than the percentage specified in under [sic] item (aa) or (bb) of subparagraph (A)(i)(III), if the Administrator determines that such action is necessary to reflect conventional industry practices among small business concerns that are below the numerical size standard for businesses in that industry category.

(C) CONSTRUCTION AND OTHER CONTRACTS.—The Administrator shall promulgate final regulations imposing requirements that are similar to those specified in items (aa) and (bb) of subparagraph (A)(i)(III) on contracts for general and specialty construction, and on contracts for any other industry category that would not otherwise be subject to those requirements. The percentage applicable to any such requirement shall be determined in accordance with subparagraph (B).

⁵⁶ Item (cc) added by § 612(b)(1)(B) of P.L. 106-554, approved Dec. 21, 2000 (114 Stat. 2763).



(D) LIST OF QUALIFIED SMALL BUSINESS CONCERNS.—

The Administrator shall establish and maintain a list of qualified HUBZone small business concerns, which list shall, to the extent practicable—

(i) once the Administrator has made the certification required by subparagraph (A)(i) regarding a qualified HUBZone small business concern and has determined that subparagraph (A)(ii) does not apply to that concern,⁵⁷ include the name, address, and type of business with respect to each such small business concern;

(ii) be updated by the Administrator not less than annually;
and

(iii) be provided upon request to any Federal agency or other entity.

(6)⁵⁸ NATIVE AMERICAN SMALL BUSINESS CONCERNS.—

(A) ALASKA NATIVE CORPORATION.—The term “Alaska Native Corporation” has the same meaning as the term “Native Corporation” in section 3 of the Alaska Native Claims Settlement Act (43 U.S.C. 1602). “Alaska Native Corporation.”
[43 USC 1602].

(B) ALASKA NATIVE VILLAGE.—The term “Alaska Native Village” has the same meaning as the term “Native village” in section 3 of the Alaska Native Claims Settlement Act (43 U.S.C. 1602). “Alaska Native Village.”
[43 USC 1602].

(C) INDIAN RESERVATION.—The term “Indian reservation”—
(i) has the same meaning as the term “Indian country” in section 1151 of title 18, United States Code, except that such term does not include— “Indian reservation.”
[18 USC 1151].

(I) any lands that are located within a State in which a tribe did not exercise governmental jurisdiction on the date of enactment of this paragraph, unless that tribe is recognized after that date of enactment by either an Act of Congress or pursuant to regulations of the Secretary of the Interior for the administrative recognition that an Indian group exists as an Indian tribe (part 83 of title 25, Code of Federal Regulations); and [25 CFR Part 83].

(II) lands taken into trust or acquired by an Indian tribe after the date of enactment of this paragraph if such lands are not located within the external boundaries of an Indian reservation or former reservation or are not contiguous to the lands held in trust or restricted status on that date of enactment; and

(ii) in the State of Oklahoma, means lands that—

⁵⁷ Language preceding the footnote signal was added by § 603(b) of P.L. 106-554, approved Dec. 21, 2000 (114 Stat. 2763).

⁵⁸ New paragraph 3(p)(6) added by § 604 of P.L. 106-554, approved Dec. 21, 2000 (114 Stat. 2763).

SMALL BUSINESS ACT

(I) are within the jurisdictional areas of an Oklahoma Indian tribe (as determined by the Secretary of the Interior); and

(II) are recognized by the Secretary of the Interior as eligible for trust land status under part 151 of title 25, Code of Federal Regulations (as in effect on the date of enactment of this paragraph).

[25 CFR Part 151].

(7)⁵⁹ AGRICULTURAL COMMODITY.—The term “agricultural commodity” has the same meaning as in section 102 of the Agricultural Trade Act of 1978 (7 U.S.C. 5602).

“Agricultural commodity.”
[7 USC 5602]

(q)⁶⁰ DEFINITIONS RELATING TO VETERANS.—In this Act, the following definitions apply:

(1) SERVICE-DISABLED VETERAN.—The term “service-disabled veteran” means a veteran with a disability that is service-connected (as defined in section 101(16) of title 38, United States Code).

“Service-disabled veteran.”

(2) SMALL BUSINESS CONCERN OWNED AND CONTROLLED BY SERVICE-DISABLED VETERANS.—The term “small business concern owned and controlled by service-disabled veterans” means a small business concern—

“Small business concern owned and controlled by service-disabled veterans.”

(A) not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(B) the management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(3) SMALL BUSINESS CONCERN OWNED AND CONTROLLED BY VETERANS.—The term “small business concern owned and controlled by veterans” means a small business concern—

“Small business concern owned and controlled by veterans.”

(A) not less than 51 percent of which is owned by one or more veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

⁵⁹ Paragraph 3(p)(7) added by § 612 (b)(2) of P.L. 106-554, approved Dec. 21, 2000 (114 Stat. 2763).

⁶⁰ Subsection 3(q) added by § 103(a) of P.L. 106-50, approved August 17, 1999 (113 Stat. 234). Section 103(b) of P.L. 106-50 provides:

APPLICABILITY TO THIS ACT.—In this Act, the definitions contained in section 3(q) of the Small Business Act, as added by this section, apply

SMALL BUSINESS ACT

(I) are within the jurisdictional areas of an Oklahoma Indian tribe (as determined by the Secretary of the Interior); and

(II) are recognized by the Secretary of the Interior as eligible for trust land status under part 151 of title 25, Code of Federal Regulations (as in effect on the date of enactment of this paragraph).

[25 CFR Part 151].

(7)⁵⁹ AGRICULTURAL COMMODITY.—The term “agricultural commodity” has the same meaning as in section 102 of the Agricultural Trade Act of 1978 (7 U.S.C. 5602).

“Agricultural commodity.” [7 USC 5602]

(q)⁶⁰ DEFINITIONS RELATING TO VETERANS.—In this Act, the following definitions apply:

(1) SERVICE-DISABLED VETERAN.—The term “service-disabled veteran” means a veteran with a disability that is service-connected (as defined in section 101(16) of title 38, United States Code).

“Service-disabled veteran.”

(2) SMALL BUSINESS CONCERN OWNED AND CONTROLLED BY SERVICE-DISABLED VETERANS.—The term “small business concern owned and controlled by service-disabled veterans” means a small business concern—

“Small business concern owned and controlled by service-disabled veterans.”

(A) not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(B) the management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(3) SMALL BUSINESS CONCERN OWNED AND CONTROLLED BY VETERANS.—The term “small business concern owned and controlled by veterans” means a small business concern—

“Small business concern owned and controlled by veterans.”

(A) not less than 51 percent of which is owned by one or more veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

⁵⁹ Paragraph 3(p)(7) added by § 612 (b)(2) of P.L. 106-554, approved Dec. 21, 2000 (114 Stat. 2763).

⁶⁰ Subsection 3(q) added by § 103(a) of P.L. 106-50, approved August 17, 1999 (113 Stat. 234). Section 103(b) of P.L. 106-50 provides:

APPLICABILITY TO THIS ACT.—In this Act, the definitions contained in section 3(q) of the Small Business Act, as added by this section, apply

Instructions For Completing OMB Form 83-I

Please answer all questions and have the Senior Official or designee sign the form. These instructions should be used in conjunction with 5 CFR 1320, which provides information on coverage, definitions, and other matters of procedure and interpretation under the Paperwork Reduction Act of 1995.

1. Agency/Subagency originating request

Provide the name of the agency or subagency originating the request. For most cabinet-level agencies, a subagency designation is also necessary. For non-cabinet agencies, the subagency designation is generally unnecessary.

2. OMB control number

a. If the information collection in this request has previously received or now has an OMB control or comment number, enter the number.
b. Check "None" if the information collection in this request has not previously received an OMB control number. Enter the four digit agency code for your agency.

3. Type of information collection (check one)

a. Check "New collection" when the collection has not previously been used or sponsored by the agency.
b. Check "Revision" when the collection is currently approved by OMB, and the agency request includes a material change to the collection instrument, instructions, its frequency of collection, or the use to which the information is to be put.
c. Check "Extension" when the collection is currently approved by OMB, and the agency wishes only to extend the approval past the current expiration date without making any material change in the collection instrument, instructions, frequency of collection, or the use to which the information is to be put.
d. Check "Reinstatement without change" when the collection previously had OMB approval, but the approval has expired or was withdrawn before this submission was made, and there is no change to the collection.
e. Check "Reinstatement with change" when the collection previously has OMB approval, but the approval has expired or was withdrawn before this submission was made, and there is change to the collection.
f. Check "Existing collection in use without OMB control number" when the collection is currently in use but does not have a currently valid OMB control number.

4. Type of review requested (check one)

a. Check "Regular" when the collection is submitted under 5 CFR 1320.10, 1320.11, or 1320.12 with a standard 60 day review schedule.
b. Check "Emergency" when the agency is submitting the request under 5 CFR 1320.13 for emergency processing and provides the required supporting material. Provide the date by which the agency requests approval.
c. Check "Delegated" when the agency is submitting the collection under the conditions OMB has granted the agency delegated authority.

5. Small entities

Indicate whether this information collection will have a significant impact on a substantial number of small entities. A small entity may be (1) a small business which is deemed to be one that is independently owned and operated and that is not dominant in its field of operation, (2) a small organization that is any not-for-profit enterprise that is independently owned and operated and is not dominant in its field, or (3) a small government jurisdiction which is a government of a city, county, town, township, school district, or special district with a population of less than 50,000.

6. Requested expiration date

a. Check "Three years" if the agency requests a three year approval for the collection.
b. Check "Other" if the agency requests approval for less than three years. Specify the month and year of the requested expiration date.

7. Title

Provide the official title of the information collection. If an official title does not exist, provide a description which will distinguish this collection from others.

8. Agency form number(s) (if applicable)

Provide any form number the agency has assigned to this collection of information. Separate each form number with a comma.

9. Keywords

Select and list at least two keywords (descriptors) from the "Federal Register Thesaurus of Indexing Terms" that describe the subject areas of the information collection. Other terms may be used but should be listed after those selected from the thesaurus. Separate keywords with commas. Keywords should not exceed two lines of text.

10. Abstract

Provide a statement, limited to five lines of text, covering the agency's need for the information, uses to which it will be put, and a brief description of the respondents.

11. Affected public

Mark all categories that apply, denoting the primary public with a "P" and all others that apply with "X".

12. Obligation to respond

Mark all categories that apply, denoting the primary obligation with a "P" and all others that apply with "X".
a. Mark "Voluntary" when the response is entirely discretionary and has no direct effect on any benefit or privilege for the respondent.
b. Mark "Required to obtain or retain benefits" when the response is elective, but is required to obtain or retain a benefit.
c. Mark "Mandatory" when the respondent must reply or face civil or criminal sanctions.

13. Annual reporting and recordkeeping hour burden

a. Enter the number of respondents and/or recordkeepers. If a respondent is also a recordkeeper, report the respondent only once.
b. Enter the number of responses provided annually. For recordkeeping as compared to reporting activity, the number of responses equals the number of recordkeepers.
b1. Enter the estimated percentage of responses that will be submitted/collected electronically using magnetic media (i.e., diskette), electronic mail, or electronic data interaction. Facsimile is not considered an electronic submission.
c. Enter the total annual recordkeeping and reporting hour burden.
d. Enter the burden hours currently approved by OMB for this collection of information. Enter zero (0) for any new submission or for any collection whose OMB approval has expired.
e. Enter the difference by subtracting line d from line c. Record a negative number (d larger than c) within parentheses.
f. Explain the difference. The difference in line e must be accounted for in lines f1 and f2.
f1. "Program change" is the result of deliberate Federal government action. All new collections and any subsequent revision of existing collections (e.g. the addition or deletion of questions) are recorded as program changes.
f2. "Adjustment" is a change that is not the result of a deliberate Federal government action. Changes resulting from new estimates or actions not controllable by the Federal government are recorded as adjustments.

14. Annual reporting and recordkeeping cost burden (in thousands of dollars)

The costs identified in this item must exclude the cost of hour burden identified in Item 13.
a. Enter total dollar amount of annualized cost for all respondents of any associated capital or start-up costs.
b. Enter recurring annual dollar amount of cost from all respondents associated with operating or maintaining systems or purchasing services.
c. Enter total (14a + 14b) annual reporting and recordkeeping cost burden.
d. Enter any cost burden currently approved by OMB for this collection of information. Enter zero (0) if this is the first submission after October 1, 1995.
e. Enter the difference by subtracting line d from line c. Record a negative number (d larger than c) within parentheses.
f. Explain the difference. The difference in line e must be accounted for in lines f1 and f2.
f1. "Program change" is the result of deliberate Federal government action. All new collections and any subsequent revision or changes resulting in cost changes are recorded as program changes.

12 "Adjustment" is a change that is not the result of a deliberate Federal government action. Changes resulting from new estimations or actions not controllable by the Federal government are recorded as adjustments.

15. Purpose of information collection

Mark all categories that apply, denoting the primary purpose with a "P" and all others that apply with "X"

a. Mark "Application for benefits" when the purpose is to participate in, receive, or qualify for a grant, financial assistance, etc. from a Federal agency or program.

b. Mark "Program evaluation" when the purpose is a formal assessment, through objective measures and systematic analysis, of the manner and extent to which Federal programs achieve their objectives or produce other significant effects.

c. Mark "General purpose statistics" when the data is collected chiefly for use by the public or for general government use, without primary reference to the policy or program operations of the agency collecting the data.

d. Mark "Audit" when the purpose is to verify the accuracy of accounts and records.

e. Mark "Program planning or management" when the purpose relates to progress reporting and grants management, procurement and

qualify control or other administrative information that does not fit into any other category.

f. Mark "Research" when the purpose is to further the course of research, rather than for a specific program purpose.

g. Mark "Regulatory or compliance" when the purpose is to measure compliance with laws or regulations.

16. Frequency of recordkeeping or reporting

Check "Recordkeeping" if the collection of information explicitly includes a record-keeping requirement.

Check "Third party disclosure" if a collection of information includes third-party disclosure requirements as defined by 1320.3(e).

Check "Reporting" for information collections that involve reporting and check the frequency of reporting that is requested or required of a respondent. If the reporting is on "an event basis", check "On occasion".

17. Statistical methods

Check "Yes" if the information collection uses statistical methods such as sampling or imputation. Generally, check "No" for applications and audits (unless a random auditing scheme is used). Check "Yes" for statistical collections, most research collections, and scientific program evaluations. For other types of

data collection, the use of sampling, imputation, or other statistical estimation techniques should dictate the response for this item.

Ensure that supporting documentation is provided in accordance with Section B of the Supporting Statement.

18. Agency contact

Provide the name and telephone number of the agency person best able to answer questions regarding the content of this submission.

19. Certification for Paperwork Reduction Act Submission

The Senior Official or designee signing this statement certifies that the collection of information encompassed by the request complies with 5 CFR 1320.9. Provisions of this certification that the agency cannot comply with should be identified and fully explained in item 18 of the attached Supporting Statement. NOTE: The Office that "develops" and "uses" the information to be collected is the office that "conducts or sponsors" the collection of information. (See 5 CFR 1320.3(d)).