

Justification for Change - 3137-0071 IMLS Grant Program Application and Post-Award Report Forms

IMLS is requesting a change to a previously approved clearance in order to extract the IMLS Final Performance Report first page and the IMLS Interim Performance Report first page for additional submissions. The currently approved IMLS Final and Interim Performance Reports are for applicants FY16 forward. Awardees who received a grant FY15 and prior were required to submit only the cover sheet of both those reports. IMLS needs to extract the first page from each report as a standalone document for submission by awardees FY15 and before. This change is requesting the same expiration date of 07/31/2018.

Previous request abstract:

IMLS requests delegation of authority to review and approve all agency information collection requests (excluding surveys, evaluations, and data calls used for policy-making purposes, under the Paperwork Reduction Act. The information collections in this package include all of the guidelines and instructions to (1) apply for IMLS support, (2) identify grant reviewers, and (3) complete post-award reports for the agency's grant programs. IMLS is requesting a three-year generic clearance for all forms used in its grant programs, including application materials and post-award reports.

Justification for the IMLS Grant Program Application and Post-Award Report Forms

IMLS is requesting a change to a previously approved clearance in order to extract the IMLS Final Performance Report first page and the IMLS Interim Performance Report first page for additional submissions. The currently approved IMLS Final and Interim Performance Reports are for applicants FY16 forward. Awardees who received a grant FY15 and prior were required to submit only the cover sheet of both those reports. IMLS needs to extract the first page from each report as a standalone document for submission by awardees FY15 and before. This change is requesting the same expiration date of 07/31/2018. The additional submissions will increase the burden estimate because there will be awardees completing the IMLS Interim and Final Performance Report cover sheets.