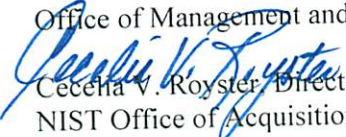




January 10, 2018

MEMORANDUM FOR Neomi Rao  
Director, Office of Information and Regulatory Affairs  
Office of Management and Budget

FROM:   
Cecelia V. Royster, Director  
NIST Office of Acquisition and Agreements Management

SUBJECT: Request of Emergency Review of the Research Performance Progress  
Report (RPPR) Information Collection

Enclosed is a request for an emergency review of an information collection under the Department of Commerce's (DOC) Financial Assistance Program.

The Research Performance Progress Report (RPPR) was developed by the Research Business Models, a committee of the National Science and Technology Council (NSTC) under an initiative launched in 2011; most recently, the RPPR was updated in November 2016 and approved for use in both interim and final reporting (*See* Federal Register 18 FR 80687). The impetus for the RPPR was to bring standardization to reporting requirements under Federal financial assistance agreements, thereby reducing the burden to recipients and federal agencies resulting in reduced administrative costs and increased consistency in award administration. It was the intention that the RPPR would be used by all agencies supporting research and research-related activities for the submission of interim and final progress reports pursuant to 2 CFR 200 and specifically the reporting requirements in 2 CFR Section 200.328.

This request is for the information collection requirements associated with the standard, approved format and instructions for the RPPR. The DOC, and specifically its bureau the National Institute of Standards and Technology (NIST) seeks no deviation from the standard RPPR instruction format. All recipients subject to the RPPR will report under the mandatory "Accomplishments" category, and as needed, the NIST will utilize the approved optional categories. Recipients will submit the RPPR to the NIST electronically via email. The intent of the collection is to meet programmatic requirements, the goals of the NSTC and the intent of the RPPR in standardizing reporting requirements for research and research-related awards.

The NIST's current financial assistance portfolio contains more than 450 awards, with either quarterly or semi-annual reporting requirements, that would utilize the RPPR once the information collection is approved for the NIST's use. The NIST's burden estimate for the RPPR is 10 hours per response, for an estimated total annual burden of 13,500 hours.

In order to meet program mission, as well as effectuate the reduced reporting burden on recipients, the information collection would need to be approved as soon as possible, but no later than January 20, 2018, to coincide with the next applicable reporting period close date of January 31, 2018.

The NIST is requesting OMB approval by January 20, 2018.

Thank you for your timely consideration of this matter.