

Supporting Statement for Paperwork Reduction Act Submissions
Promise Zones
OMB Number 2501-0033

A. Justification

- 1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitates the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authoring the collection of information.**

Under the Promise Zones initiative, the federal government will invest and partner with high-poverty urban, rural, and tribal communities to create jobs, increase economic activity, improve educational opportunities, leverage private investment, and reduce violent crime. The Promise Zone Initiative supports HUD's responsibilities under sections 2 and 3 of the HUD Act, 42 U.S.C. §3531-32, to assist the President in achieving maximum coordination of the various federal activities which have a major effect upon urban community, suburban, or metropolitan development; to develop and recommend to the President policies for fostering orderly growth and development of the Nation's urban areas; and to exercise leadership, at the direction of the President, in coordinating federal activities affecting housing and urban development. HUD and USDA designated twenty-two communities as Promise Zones between 2014 and 2016. Additional information about the Promise Zones initiative can be found at <https://www.hudexchange.info/programs/promise-zones/>, and questions can be addressed to promisезones@hud.gov.

- 2. Indicate how, by whom, and for what purpose the information is to be used. Except for new collections, indicate the actual use the agency has made of the information received from the current collection.**

This collection is a renewal that will be collecting information for preference points, where available, in competitive federal grants and technical assistance applications. This collection will reference the actual collection that was approved under OMB 2501-0033. Changes to the form include the following: the addition of the federal grant's Catalog of Federal Domestic Assistance (CFDA) number to which the applicant is applying to, and language supporting the Promise Zone in receiving status updates on grants applied for that receive certification for preference points. The exact language added to the collection form is as follows: "The applicant has committed to updating the Promise Zone lead organization on the status of all grants certified and resulting activities."

- 3. Technology applied to the collection:**

This information collection includes a fillable PDF form to improve data quality and to reduce the public reporting burden.

- 4. Duplication of Effort:**

Information collected is unique and does not duplicate any similar information or method. In developing this information collection, HUD and other agencies have built upon the experience

with programs in relevant policy areas that are administered by multiple agencies, including the Choice Neighborhoods, Promise Neighborhoods, Byrne Criminal Justice Innovation programs and Rural Development programs.

5. Impact on Small Business and Small Entities:

These information collections have no impact on small businesses or other entities.

6. Consequence of Less Frequent Collection:

The twenty-two Promise Zones would unlikely be able to utilize preference points, where available, in grant applications across the federal government. The ability to utilize preference points, enables these high poverty places to bring partners to the table and to compete more effectively in order to achieve the self-determined goals of each Promise Zone.

7. Special Circumstances for Information Collection:

There are no special circumstances that would cause these information collections to be conducted inappropriately.

- Under this ICR, HUD will not conduct any data collection requiring respondents to report information to the agency more often than quarterly;
- Under this ICR, HUD will not conduct any data collection requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;
- Under this ICR, HUD will not conduct any data collection requiring respondents to submit more than an original and two copies of any document;
- Under this ICR, HUD will not conduct any data collection requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records, for more than three years;
- Under this ICR, HUD will not conduct any data collection 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;
- Under this ICR, HUD will not conduct any data collection requiring the use of a statistical data classification that has not been reviewed and approved by OMB;
- Under this ICR, HUD will not conduct any data collection 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
- Under this ICR, HUD will not conduct any data collection 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.

8. Federal Register Notice and Public Comments:

A Notice was published in the *Federal Register*, Vol. 83, No. 198 pages 51693 on October 12, 2018, to solicit comments on the Promise Zones information collection. No Comments were received.

9. Payment/Gifts to Respondents:

No payments or gifts are provided to respondents for any of these information collections.

10. Assurances of Confidentiality:

“The information requested under this collection is protected and held private in accordance with 5 U.S.C.552 (Freedom of Information Act), 5 U.S.C. 552a (Privacy Act of 1974). A Privacy Threshold Analyst was approved by the Department.”

11. Questions of a Sensitive Nature:

No sensitive questions are being asked for any of these information collections.

12. Estimate of Annual Burden Hours for Information Collection:

The chart below outlines the burden associated with the form, Certification of Consistency with Promise Zone Goals and Implementation. For Promise Zones, the burden hours per response total 6 minutes. The total burden hours are estimated at 15.8 hours.

Information Collection	Number of Respondents	Frequency of Response	Responses Per Annum	Burden Hour Per Response	Annual Burden Hours	Hourly Cost Per Response	Annual Cost
Certification of Consistency Form	14.00	11.0	154	.10	15.40	\$45.92	\$707.17
Total							\$707.17

https://www.bls.gov/oes/2017/may/oes_ca.htm

13. Cost Burden of Information Collection:

There are no start-up or additional costs to the respondents other than those reported in Item 12 above in the Burden Cost Column. The Occupation Code for a Data Base Administrator is 15-1141. The people responsible for collecting this information are managing the databases for the Promise Zones. Hourly cost rate was used for California due to four out of ten Promise Zones being within California.

14. Annualized Cost to Federal Government:

Review of information collected using this instrument will require 6 minutes of the federal agency receiving the form for the 154 submitted grant and technical assistance applications, typically at a GS-13 step 1 level (\$41.81 per hour). This level of effort is estimated to cost an average of \$643.87 annually.

<https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2018/GS.pdf>

15. Changes or Adjustments to OMB Form 83-I:

N/A

16. Publication of Information Collection Results:

The revised information collection instrument will be published at the following website:

<https://www.hudexchange.info/programs/promise-zones/>.

The current information collection instrument exists at the following website:

<https://www.hud.gov/sites/dfiles/OCHCO/documents/50153.pdf>

The *Promise Zone Certification Form* should be submitted by organizations applying for federal assistance, in the manner described in notices and application materials for the specific federal program from which the assistance is sought.

Promise Zones, as designated in their application form, receive a ten-year designation. These certification forms are to use for the priority points dictated by the designation agreement. The latest round was designated in 2016, so the expectation of the project's end will be in 2026.

<https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Round-III-Selection-Process-FAQs.pdf>

17. Expiration Date:

The OMB approval number and date will appear on the HUD-prescribed forms.

18. Exceptions to Certification Statement:

There are no exceptions to the certification statement identified in item 19.

B. Collections of Information Employing Statistical Methods: There are no collections of information that employ statistical methods.