

**1SUPPORTING STATEMENT A  
FOR PAPERWORK REDUCTION ACT SUBMISSION**

**INDIVIDUAL LANDHOLDER'S CERTIFICATION AND  
REPORTING FORMS FOR ACREAGE LIMITATION  
43 CFR PART 426 AND 43 CFR PART 428**

**OMB Control Number 1006-1005**

**Terms of Clearance:** None

**Justification**

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

The Reclamation Act of 1902 (43 U.S.C. 371), Sections 206, 224(c), and 228 of the Reclamation Reform Act of 1982 (43 U.S.C. 390aa) (RRA), and Section 5302 of the Omnibus Budget Reconciliation Act of 1987 (Pub. L. 100-203) mandate and/or authorize the collection of information in this information collection request (ICR). Respectively, they establish a policy of Federal assistance through irrigation development, establish ownership and pricing provisions for Reclamation irrigation water deliveries, require RRA form submittal (including water district responsibility for submittal and collection thereof) as a condition for the receipt of Reclamation irrigation water, and establish audit requirements.

In response to litigation, the revised Acreage Limitation Rules and Regulations (Regulations, 43 CFR part 426) were published (effective January 1, 1997). Comments received during the rulemaking process for the revised Regulations led to the creation of 43 CFR part 428 ("Information Requirements for Certain Farm Operations in Excess of 960 Acres and the Eligibility of Certain Formerly Excess Land"), which supplements the Regulations by establishing (among other things) the RRA form submittal requirements for certain farm operators.

In accordance with the requirements of the RRA, an information collection has taken place since 1984 to administer and enforce the acreage limitation provisions of Federal reclamation law. The RRA forms included in this ICR reflect the requirements of 43 CFR 426.18 that became effective January 1, 1998, and 43 CFR 428.4 through 428.8 that generally became effective January 1, 2001.

**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 RRA forms described below are to be completed and submitted to districts by landholders and certain farm operators subject to the acreage limitation provisions of Federal reclamation law, per statutory and regulatory requirements. Districts and Reclamation use the data included

on the landholders' and farm operators' forms to (a) identify all landholders and farm operators in the district required to submit RRA forms, (b) determine the acres on which each landholder or farm operator is entitled to receive Reclamation irrigation water, pursuant to Federal reclamation law, and (c) determine the rate to be charged for such water deliveries. Historically, a landholder whose entire westwide landholding totals 40 acres or less is exempt from the requirement to submit these forms. As of January 1, 1997, qualified recipients were provided RRA forms submittal exemptions of 80 acres or less, or 240 acres or less, depending on their district's RRA forms submittal category. As of January 1, 2001 (generally), farm operators were provided an RRA forms submittal exemption on 960 acres or less when land is entirely held by trusts or legal entities. Land held by individuals is not considered in determining if a farm operator must submit a form. The information collected on the RRA forms is used internally within Reclamation's RRA program and is not disseminated to the public or analyzed for purposes of publishing analytical results to the public.

No changes have been made to the currently approved forms and instructions in order to obtain the draft forms and instructions proposed for approval.

#### List of forms

Following is a list of the landholder forms and a brief discussion of the purpose of each form. A detailed discussion of the purpose of each question on the forms is provided in Attachment 1.

Form 7-2180EZ, "EZ Certification of Individual's Landholdings." This form allows certain individuals with uncomplicated landholdings to complete a simplified form. To be eligible to complete Form 7-2180EZ, the landholder's entire landholding must be located in only one district, the acreage must not exceed 960 acres, the entire landholding must be held directly (i.e., no legal entities may be involved), the landholder must not be claimed as a dependent within the meaning of the Internal Revenue Code, either the landholder or the landholder's spouse (if married) is a U.S. citizen or a resident alien, and the landholder must be subject to the discretionary provisions.

Form 7-2180, "Certification of Individual's Landholdings." This form is to be used by individuals and single families who are subject to the discretionary provisions to certify their landholdings. This form is also to be used by part owners and beneficiaries of entities and trusts that are subject to the discretionary provisions to indicate their interest in the holdings of those entities or trusts.

Form 7-2181, "Certification of Entity's Landholdings." This form is to be used by all types of multiple ownerships that are subject to the discretionary provisions, including, but not limited to, tenancies-in-common, partnerships, and corporations, to certify their landholdings. However, it is not to be used by trusts.

Form 7-2184, "Certification of Religious or Charitable Organization's Landholdings." This form is to be used by religious or charitable organizations that are subject to the discretionary provisions to certify their landholdings. A separate form is needed for these organizations because the acreage limitation provisions of Federal reclamation law applicable to land held by religious and charitable organizations differ from those covering other types of landholders.

Form 7-2190EZ, “EZ Report of Individual’s Landholdings.” This form allows certain individuals with uncomplicated landholdings to complete a simplified form. To be eligible to complete Form 7-2190EZ, the landholder’s entire landholding must be located in only one district, the acreage must not exceed 160 acres (320 acres for a married couple), the entire landholding must be held directly (i.e., no legal entities may be involved), the landholder must not be claimed as a dependent within the meaning of the Internal Revenue Code, and the landholder must be subject to the prior law provisions.

Form 7-2190, “Report of Individual’s Landholdings.” This form is to be used by individuals and single families who are subject to the prior law provisions to report their landholdings. This form is also to be used by part owners and beneficiaries of entities and trusts that are subject to the prior law provisions to indicate their interest in the holdings of those entities or trusts.

Form 7-2191, “Report of Entity’s Landholdings.” This form is to be used by all types of multiple ownerships that are subject to the prior law provisions, including, but not limited to, tenancies-in-common, partnerships, and corporations, to report their landholdings. However, it is not to be used by trusts.

Form 7-2194, “Report of Religious or Charitable Organization’s Landholdings.” This form is to be used by religious or charitable organizations that are subject to the prior law provisions to report their landholdings. A separate form is needed for these organizations because the acreage limitation provisions of Federal reclamation law applicable to land held by religious and charitable organizations differ from those covering other types of landholders.

Form 7-21PE, “Declaration of Public Entity’s Landholdings.” This form is to be used by public entities to declare their holdings in districts subject to the discretionary provisions or prior law provisions. A separate form is needed for these entities because the acreage limitation provisions of Federal reclamation law applicable to land held by public entities differ from those applicable to other types of landholders.

Form 7-21PE-IND, “Attachment Sheet for Form 7-21PE.” This form is to be used by public entities that hold land (either wholly or partially) through a legal entity. Form 7-21PE-IND was developed in lieu of modifying Form 7-21PE due to the isolated occurrence of public entities that own or lease land through a wholly or partially owned legal entity. The one-page Form 7-21PE-IND is completed in conjunction with Form 7-21PE.

Form 7-21TRUST, “Declaration of Trust’s or Estate’s Landholdings.” This form is to be completed by all trusts. In general, trusts are exempted from application of the acreage limitation provisions of Federal reclamation law; however, land held in trust must be attributed to a landholder(s) and the amount of land eligible to receive water when held by a trust can be limited by the entitlements of the parties to whom the land held in trust is attributed. Therefore, a separate form is needed for trusts because it is necessary to gather information regarding the trust, the land held in trust, and the parties to whom the land is attributed.

Form 7-21VERIFY, “Verification of Landholdings.” This form is to be completed annually by landholders who are required to submit RRA forms but have no change in their landholdings

from the previous year. Annual verification is necessary to satisfy the RRA requirement for annually providing information on landholdings to ensure that Reclamation and district(s) information on individual landholdings remains accurate and up to date. Landholders may also use this form to report renewals or extensions of leases with terms of 1 year or less, provided no other aspects of the leases have changed, or to report a change in a farm operator.

Form 7-21FARMOP, “Declaration of Farm Operator Information.” This form is to be completed by farm operators who provide services to more than 960 nonexempt acres westwide, that are held by a single trust or legal entity or any combination of trusts and legal entities. In addition, this form is to be completed by part owners of legal entities that are farm operators if that farm operator is providing services to land the part owner formerly owned as “excess” and sold at a price approved by Reclamation.

Form 7-21FC, “Selection of Full-Cost Land.” This form allows discretionary provisions or prior law provisions landholders whose total landholdings exceed their nonfull-cost entitlements to select land which is subject to full-cost pricing. The only exception is for public entities – full-cost land information is included on Form 7-21PE.

Form 7-21XS, “Designation of Excess Land.” This form allows discretionary provisions or prior law provisions landowners whose total ownerships exceed their ownership entitlements to designate land which is to be considered excess. The only exception is for public entities – excess land information is included on Form 7-21PE.

Form 7-21XSINAQ, “Information Sheet for Involuntarily Acquired Eligible Land Designated As Excess Land.” This form may be completed by landholders who involuntarily acquire nonexcess land then designate that land as excess. Landholders are instructed that they may use a separate sheet of paper instead of this form. This form (or a similar, separate sheet of paper) is considered to be a part of Form 7-21XS for landholders that involuntarily acquire eligible excess land.

Form 7-21INFO, “General Information About the RRA Forms.” This document provides general information including definitions of terms used in the RRA forms. This form is strictly an informational form. There is no information collected by this form; therefore, there are no respondents or burden hours associated with this form number.

The following three forms are optional forms that landholders may choose to use if more space (than what is provided on a particular RRA form) is required to list certain types of land. The availability of these forms also allows Reclamation to provide landholders with an electronically fillable and printable option for a continuation sheet. There are no additional burden hours or respondents associated with these forms that have not already been included in the burden hour and respondent figures of the forms for which these forms provide more space for information. Landholders are instructed that they may use their own similar continuation sheet instead of these forms:

- Form 7-21CONT-I, “Continuation Sheet for Indirectly Held Landholdings.”
- Form 7-21CONT-L, “Continuation Sheet for Directly Leased Landholdings.”

- Form 7-21CONT-O, “Continuation Sheet for Directly Owned Landholdings.”

**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.**

Reclamation has made all of the RRA forms in this ICR and the associated instructions available on the Internet for either printing and manual completion, **or** electronic completion and manual submission. This effort was fully accomplished in October 2004. These forms can be found at [https://www.usbr.gov/rra/RRA\\_landholder\\_forms.html](https://www.usbr.gov/rra/RRA_landholder_forms.html). To the maximum extent possible at this time, Reclamation has made electronic completion of the RRA forms available for those districts and landholders that are electronically capable. Since 1997, Reclamation has offered landholders and districts the opportunity to develop their own electronic RRA forms in an effort to facilitate the transfer of applicable information between the RRA forms and the local databases and software in which landholders and districts are maintaining this information. In 1997 Reclamation developed standards for computerized RRA forms which several districts and companies have used, and continue to use, to develop substitute forms in word processing, database, and spreadsheet files. Reclamation’s standards require Reclamation’s inspection and approval of such electronic, substitute RRA forms prior to their use. While the districts use the automated substitute RRA forms they have developed to complete forms for their landholders and the district’s summary forms, two private companies have developed a software package of substitute RRA forms that they have marketed to the public.

The prevailing issues obstructing Reclamation from providing an electronic submittal option for the forms in this ICR are (a) it will be a formidable effort for Reclamation to assess the approximately 177 water districts’ electronic capabilities and associated reporting burden implications in a situation where Reclamation has no authority to require water districts to obtain the necessary technology to become electronically capable, (b) there are privacy issues associated with the information collected on the RRA forms in this ICR, and (c) the signatures and corresponding signature dates on these RRA forms must be preserved because they are directly associated with potential eligibility to receive Reclamation irrigation water. Prior to elaborating on these three issues, we must reiterate that in almost all cases **Reclamation does not collect or retain the RRA forms included in this ICR**. Rather, the districts that have a contract to deliver Reclamation irrigation water collect the RRA forms in this ICR from the landholders receiving such water. Consequently, each district possesses sole discretion over assessing the feasibility of developing, providing, and maintaining an electronic submittal option for the respondents who submit their RRA forms to that district. The following discussion of the three prohibitive issues listed above will further explain why an electronic submittal option for the RRA forms in this ICR is not currently available, would be problematic to implement, and may actually increase reporting burden (assuming a district were to agree to develop, provide, and maintain an electronic submittal option).

Assessment of District Capability and Reporting Burden: The acreage limitation provisions of Federal reclamation law provide statutory and regulatory authority for Reclamation to require

landholders' submission of RRA forms that gather information pertinent to the lawful delivery of Reclamation irrigation water, and the retention requirements associated with such forms. There is, however, no statutory or regulatory acreage limitation provision that allows Reclamation to require the districts to expend the resources associated with providing a means of electronic submission for the RRA forms they distribute, collect, and retain. Based on initial research, Reclamation suspects that only the very large water districts are equipped with the necessary staff and electronic hardware/software capability (both budget and equipment) to meet the demands of electronic RRA forms submittal and retention. In many cases, RRA administration is a collateral duty for water district staff, and is a low priority for a district's financial resources. It will very likely be an unreasonable burden to require the remaining water districts to overcome equipment, staffing, and financial issues in order to collect and retain RRA forms electronically, or to even offer the electronic RRA forms submittal option to landholders, even if Reclamation had the authority create such a requirement.

The RRA program is administered consistently across the 17 western states. Therefore, a particular district's potential electronic submittal option would have to be consistent with the operation of other potential electronic submittal options in other districts since there are many landholders who hold land in more than one district. Because an RRA form requests information on a landholder's Reclamation-wide landholdings, all land in all districts subject to the RRA will be identified. It is therefore allowable for a multidistrict landholder to minimize reporting burden by completing one RRA form, then submitting the original form (in hard copy) to one district in which the landholder holds land, and submitting a copy of the completed RRA form (in hard copy) to other districts in which the landholder holds land. Using the same multidistrict landholder as an example, if one of said districts utilizes electronic forms submittal and another of said districts does not because the district cannot accommodate an electronic submittal option, then the multidistrict landholder's reporting burden could be increased. In order to comply with the acreage limitation rules and regulations, the landholder would have to submit the same RRA form in two different ways (electronically and manually) to two different districts (or more, as applicable).

Privacy Issues: Any potential electronic submittal option for the forms in this ICR would have to be closely regulated for privacy and security purposes due to the information on the forms. The RRA forms are covered by the Privacy Act of 1974 and although methods such as e-mail constitute electronic submission, privacy concerns would not be addressed by most commonly used electronic methods available to water districts (such as e-mail).

Signatures: Any potential electronic submittal option would also have to be closely regulated to ensure that the presence, identity, and chronology of all required signatures are fully preserved, as they would be on a hard copy form submittal. The presence or absence of a signature(s), the identity of the signatory, and/or the date of a signature versus the date of first Reclamation irrigation water delivery can all be grounds for financial consequence to a district or ineligibility of a landholder to receive Reclamation irrigation water, as specified by statute and regulation. Additionally, a single RRA form submitted by some landholders, particularly entities, must contain multiple signatures and corresponding dates (for example, partners, joint tenants, etc.). Accommodation of the electronic signature requirements listed above in potential electronic form submittals would significantly complicate a district's efforts to provide an electronic submittal option to respondents. Again, because Reclamation does not collect or retain the RRA

forms in question, each district retains full discretion over whether to address these complications.

The information collected on the RRA forms is used internally within Reclamation's RRA program and is not disseminated to the public on the internet or in hard copy. The availability of electronic submittal does not affect Reclamation RRA staff's ability to use the information collected by the RRA forms, as longstanding practice entails accessing the information on the RRA forms located at the district while RRA staff are onsite at the district for in-person water district reviews (another regulatory requirement). RRA staff also see the pertinent RRA form information through the data provided by the districts on the district summary forms in the "Certification Summary Form and Reporting Summary Form for Acreage Limitation, 43 CFR Part 426 and 43 CFR Part 428" (OMB Control Number 1006-0006).

**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.**

The acreage limitation provisions of Federal reclamation law apply only to certain Reclamation projects that provide Reclamation irrigation water for agricultural purposes; consequently, similar data are neither collected nor available through any other Federal agency, State or local government, or private organization. An attachment to a letter from Mr. Scott J. Cameron, then Deputy Assistant Secretary for Performance and Management (Department of the Interior), to then U.S. Representative Doug Ose regarding an April 11, 2002, hearing on Paperwork Reduction Act issues (specifically, pages two and three of the attachment to Mr. Cameron's letter) detail the following general findings:

- a. Not all of Reclamation's customers participate in USDA programs, and most of USDA's customers do not receive Reclamation irrigation water.
- b. Reclamation and USDA do not use the same categories of program respondents due to statutory and regulatory program requirements.
- c. The level and nature of detail in USDA and Reclamation ICRs differ in such ways that it is clear USDA data would not be sufficient to allow Reclamation to properly administer and enforce the acreage limitation provisions of Federal reclamation law.
- d. RRA forms are filed at the local (district) level; USDA forms are filed at county offices with little centralization of that data.

For the foregoing reasons, it has been determined that there is no duplication with regard to this particular data collection.

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

Small organizations, such as farms and small family corporations, are among the respondents to this requirement. Reclamation has carefully analyzed this requirement to ensure that the information requested of small organizations and all other potential respondents is the minimum necessary to implement and enforce the acreage limitation provisions of Federal reclamation law. As a result, Reclamation has exempted all landholders who hold 40 acres or less from forms

submittal requirements. In addition, as of January 1, 1997, qualified recipients have RRA forms submittal thresholds of at least 80 acres, and more often 240 acres.

Also, in 1991 Reclamation introduced Forms 7-2180EZ and 7-2190EZ which are relatively simple to complete for individual and family holdings. In addition, the very brief Form 7-21VERIFY may be used by landholders to verify their landholdings instead of submitting new standard forms if they do not have a landholding change from the previous year. Starting in 1997, the Form 7-21VERIFY could even be used in situations where the only landholding change is the renewal or extension of a lease with a term of 1 year or less, or a change in the farm operator.

There are no special provisions in the RRA for small organizations.

**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.**

Because basic landholding data have already been collected, landholders must fully certify or report again only when changes in their landholdings occur; however, they must verify annually that their previously submitted information remains accurate. Annual reporting (through the submission of either a standard RRA form or a verification form) is required by sections 206 and 228 of the RRA and sections 426.18 and 428.4 of the Regulations. This eliminates the possibility of not conducting the ICR or conducting it less frequently. Furthermore, if the information was collected and verified on a less frequent basis, enforcement of the law would be weakened, and landholders would become less aware of the continuing requirement for compliance with the acreage limitation provisions of Federal reclamation law.

**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.**

Landholders who have a landholding change more than quarterly will be required to report more than quarterly. Each time a landholder has a landholding change, the landholder must submit a new RRA form within 60 calendar days. This is a requirement of section 426.18 of the Regulations. A written response in fewer than 30 days would occur only if a party becomes a landholder subject to the acreage limitation provisions of Federal reclamation law and wishes to receive Reclamation irrigation water within 30 calendar days. Per regulatory requirement, forms must be submitted before Reclamation irrigation water is delivered to a landholder. Submitting more than an original and two copies of a document would occur if a landholder holds land in more than three districts. Per regulatory requirement, a landholder is required to submit a form to each district where land is held, which is usually accomplished by the landholder submitting an original form to one district and submitting copies of that form to all other districts in which that landholder holds land.

As of January 1, 1998, the retention period for RRA forms increased from 3 to 6 years as provided by revisions to section 426.19 of the Regulations. This requirement is for water districts, not individual landholders. As stated before, landholders may annually submit Form 7-21 VERIFY stating that their landholdings have not changed instead of submitting new standard RRA forms. However, the district must keep all standard RRA forms for which a verification form is on file. The length of time such standard forms must be retained may well exceed the 6-year retention period for superseded certification and reporting forms. Landholders can choose to retain, or not retain, copies of the forms they submit to the applicable districts.

The forms in this ICR are not used in connection with a statistical survey or statistical classification, nor do they involve a pledge of confidentiality. Confidential information on these forms is addressed by protection under the Privacy Act of 1974, system of records notice INTERIOR/WBR-31, Acreage Limitation.

**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.**

Notice was given in the Federal Register on September 15, 2020 (85 FR 57245). No public comments were received in response to this notice or in response to the PRA statement associated with the collection over the past three years.

This ICR contains forms that are completed by landholders. These completed forms are submitted by the landholders to the appropriate district offices as a condition for the receipt of Reclamation irrigation water. Reclamation generally does not collect, retain, or dispose of the forms in this ICR. Rather, the district offices perform these functions under their contract with Reclamation and the statutory and regulatory requirements associated with that contract. As such, Reclamation does not have ready access to contact information for specific landholders for consultation purposes. Furthermore, a particular landholder's feedback may not represent the average because any landholder must only complete the section of the applicable form that is pertinent to the type of land held by that landholder. For example, a discretionary provisions landholder that directly owns, directly leases, and indirectly owns land in one district must complete 3 different landholding sections on his/her "Certification of Individual's Landholdings" (Form 7-2180) and will likely utilize the full one burden hour estimated for the Form 7-2180 to do so. However, another discretionary provisions landholder in the same district that only directly owns land must complete only one landholding section on his/her Form 7-2180, and will therefore not utilize the full burden hour estimated for the Form 7-2180. As such, the burden hour estimate associated with each form is an average figure that is more accurately calculated from the types of RRA landholders submitting forms, not the feedback of individual landholders.

Throughout each year, Reclamation conducts regularly scheduled water district reviews at district offices that are subject to the acreage limitation provisions. Discussions between Reclamation RRA staff and district staff are held at those reviews during which burden hour feedback from both districts and landholders is addressed. In other words, Reclamation continually assesses burden hour estimates for the RRA forms through regular discussions with district staff that are in direct contact with the respondents of the forms in this ICR, and has done so since these forms were first drafted in 1983. In the context of these water district reviews, Reclamation has access to a compilation of landholder feedback that comes from far more than a random sampling of 10 or fewer landholders, and we adjust the accuracy of our burden estimates according to any feedback received.

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

We will not provide payments or gifts to respondents.

**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. Information is collected and protected in accordance with the Privacy Act (5 U.S.C. § 552a) and the Freedom of Information Act (5 U.S.C. 552). The Privacy Act system of records notice associated with this ICR is INTERIOR/WBR-31, Acreage Limitation.

**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.**

The total estimated annual burden hours for this ICR are 10,437 hours (rounded). This total represents no change from the most recent request for ICR approval.

- As a result of routine oversight activities, we determined that approximately 13,960 landholders are currently required to submit RRA forms.
- The estimated number of responses per respondent is 1.02 annually, or 14,239 total annual responses (13,960 respondents multiplied by 1.02 responses per respondent).
- The average annual burden per response for all forms listed in the table below is 45 minutes (0.75 hours).
- The estimated annual burden hours per form are listed in the table below.

The average annual cost per response is estimated to be \$24.37.

- Based on the median wage rate of \$23.21\* per hour for the highest probable private sector agricultural employee wage rate, multiplied by a benefits multiplier of 1.4\*\*, multiplied by 0.75 hours per response.

\* [Occupational Employment and Wages, May 2019](#) (Farming, fishing, and forestry occupations)

\*\*Bureau of Labor Statistics new release [USDL-20-1736, September 17, 2020](#); specifically, private industry workers, natural resources, construction, and maintenance by occupational group (construction, extraction, farming, fishing, and forestry), June 2020, Table 4.

The total annual cost is estimated to be \$254,350 (10,437 total burden hours multiplied by \$24.37). This represents a net increase of \$15,551 from the most recent 2017 OMB approval of this ICR.

Form No.	Estimated No. of Respondents	Frequency of Response	Total Annual Responses	Burden Estimate Per Form (in minutes)	Total Burden Hours
Form 7-2180	3,595	1.02	3,667	60	3,667
Form 7-2180EZ	373	1.02	380	45	285
Form 7-2181	1,050	1.02	1,071	78	1,392
Form 7-2184	32	1.02	33	45	25
Form 7-2190	1,601	1.02	1,633	60	1,633
Form 7-2190EZ	96	1.02	98	45	74
Form 7-2191	777	1.02	793	78	1,031
Form 7-2194	4	1.02	4	45	3
Form 7-21PE	135	1.02	138	75	173
Form 7-21PE-IND*	4	1.02	4	12	1
Form 7-21TRUST	694	1.02	708	60	708
Form 7-21FARMOP	172	1.02	175	78	228
Form 7-21VERIFY	5,069	1.02	5,170	12	1,034
Form 7-21FC*	214	1.02	218	30	109
Form 7-21XS*	144	1.02	147	30	74
Form 7-21XSINAQ**	0	0	0	0	0
Form 7-21CONT-O**	0	0	0	0	0
Form 7-21CONT-L**	0	0	0	0	0
Form 7-21CONT-I**	0	0	0	0	0
Form 7-21INFO**	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>1.02</b>	<b>039</b>		<b>10,437</b>

\* These forms are completed and submitted in conjunction with other forms listed in the table. Additional time is involved with completing these forms; therefore, the number of burden hours and number of respondents for these three forms have been added to the table.

\*\* These forms are (1) used when more space is required for listing certain kinds of land, or (2) provided strictly for informational purposes. There are no additional burden hours or respondents associated with these forms that have not already been included in the burden hour and respondent figures of the forms for which these forms provide more space or information.

**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, 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.**

We have not identified any non-hour cost burden associated with this collection.

**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.**

We estimate the total annual cost to the Federal Government to administer this information collection is \$82,480, as itemized in the table below.

To determine average annual salary costs, we used the [Office of Personnel Management Salary Table \(2020\)](#) to determine the annual base salary costs for staff involved in reviewing and processing the information collected as shown below. The benefits rate was calculated from Bureau of Labor Statistics News Release [USDL-20-1736](#), September 17, 2020, Employer Costs for Employee Compensation—June 2020. We multiplied the annual salaries by 1.57 to account for benefits, in accordance with USDL-20-1736.

Item	Costs
Printing of hard copy RRA forms for districts that request them instead of online forms	\$10,000
Personnel (salary and benefits)*	\$70,605 (1,500 person-hours x \$47.07 per hour)
Miscellaneous administrative costs (e.g., equipment for Reclamation RRA staff's maintenance of digital RRA records)	\$ 1,875
<b>TOTAL</b>	<b>\$82,480</b>

\* Wage rate figure is based on the following:

- The average grade level of staff included in this cost estimate is GS-11 step 5
- The 2020 hourly base wage for a GS-11 step 5 Federal employee is \$29.98
- The total hourly wage with benefits is \$47.07 (\$29.98 base wage x 1.57\*\* benefits multiplier)
- This represents a decrease of \$16,590 since this ICR was approved in 2017, due to cost reductions made in the printing process.

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

We are not reporting through this document any program changes or adjustments in burden hours. Minor changes in cost burden are the result of average occupational wage changes since the most recent approval of this ICR.

**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.**

There are no plans for publication of the results of these information collections.

**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.**

Reclamation is requesting an exemption to not display the expiration date of OMB approval of the form. The RRA and its corresponding Regulations require the submittal of an appropriate RRA form every year as a condition for the receipt of Reclamation irrigation water. Districts' contractual irrigation seasons and geographic growing seasons vary widely across the 17 Reclamation states. Reclamation irrigation water deliveries may be in progress when a given OMB expiration date arrives, particularly in districts with year-round irrigation. To make visible on the RRA forms an OMB expiration date that occurs in the middle of an irrigation season will cause undue confusion for districts and landholders. For example, they may be led to erroneously believe a new RRA form must be submitted in order to continue to receive Reclamation irrigation water for the remainder of the irrigation season. This would be a duplication of public burden generated by miscommunication of semantics, not by statutory or regulatory requirements.

**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.