
SUPPORTING STATEMENT FOR PAPERWORK REDUCTION ACT SUBMISSIONS

A. Justification

A1. Need for Information Collection

The Corporation for National and Community Service (CNCS) awards grants to states, institutions of higher education, non-profit organizations, Indian tribes, and U.S. Territories to operate AmeriCorps State, AmeriCorps National, AmeriCorps NCCC, AmeriCorps VISTA, and Senior Corps programs. This information collection consists of the questions state commission applicants answer to access funds to administer their grant program.

A2. Indicate how, by whom, and for what purpose the information is to be used.

Applicants respond to the questions included in these instructions in order to apply for Commission Support Grants grants.

A3. Minimize Burden: Use of Improved Technology to Reduce Burden

CNCS will be eliciting and accepting grantees response to these questions electronically via e-Grants, the CNCS secure online grants management system, or via e-mail.

A4. Non-Duplication

There are no other sources of information by which CNCS can meet the purposes described in A2 (above).

A5. Minimizing for economic burden for small businesses or other small entities.

This collection of information does not impact small businesses because they are not eligible to apply for grants. There is no economic burden to any other small entities beyond the cost of staff time to collect and report the data. This is minimized to the degree possible by only asking for the information absolutely necessary to measure progress towards CNCS's strategic initiative benchmarks.

A6. Consideration of Collection

CNCS will be unable to accept applications from state commissions for authorized funds without this information collection.

A7. Special circumstances that would cause information collection to be collected in the specified ways.

There are no special circumstances that would require the collection of information in any other ways specified.

A8. Provide copy and identify the date and page number of publication in the Federal Register of the Agency's notice.

The 60 day *Notice* soliciting comments was published on March 23, 2017 in Vol. 82, pages 14882 - 14883.

A9. Payment to Respondents

There are no payments or gifts to respondents

A10. Confidentiality

Information provided this collection will only be shared among CNCS staff reviewers and program officers.

A11. Sensitive Questions

The information collection does not include questions of a sensitive nature.

A12. Hour burden of the collection

This is the application for state commissions to receive funding for Commission Support grants.

We expect approximately 54 respondents to use these instructions to apply to for Administrative, Program Development and Training, and Disability funding. The frequency of response will not be greater than annually, and should not exceed 25 hours of effort per respondent. There is no estimated annual hour burden outside of the customary and usual business practices.

A13. Cost burden to the respondent

There are no additional costs to the respondents.

A14. Cost to Government

There are no additional costs to the Government.

A15. Reasons for program changes

Not applicable.

A16. Publication of results

Not applicable because the responses to this information collection will not be published.

A17. Explain the reason for seeking approval to not display the expiration date for OMB approval of the information collection.

Not applicable.

A18. Exceptions to the certification statement

There are no exceptions to the certification statement