

**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for**  
**Reforestation, Nurseries, & Genetics Resources**  
**0596-NEW**

**A. Justification**

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

In accordance with the Paperwork Reduction Act of 1995, the Forest Service is seeking comments from all interested individuals and organizations on the new information collection, *Assessing Technology Transfer Activities of the National Center for Reforestation, Nurseries, & Genetics Resources*.

The United States Department of Agriculture (USDA), United States Forest Service (Forest Service), National Center for Reforestation, Nurseries, and Genetic Resources (RNGR) supports the production of native plant materials for reforestation and restoration activities throughout the Nation and its insular areas. RNGR transfers important, science-based information to the managers of Federal, State, Tribal, other government entities, and private nurseries and farms.

- 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.**
  - a. What information will be collected - reported or recorded? (If there are pieces of information that are especially burdensome in the collection, a specific explanation should be provided.)**

The Washington State University, Social and Economic Sciences Research Center will design and collect information through a mail and web survey of the approximately 1,200 managers of Federal, State, Tribal, other government entities, and private nurseries and farms that produce native plant materials for reforestation and restoration. Information collected will include the name and address of the nursery, whether it is primarily for reforestation or restoration, what current RNGR products and tools the managers use and how effective are those products and tools, and what new technologies and approaches to transferring information might better serve managers. The Social and Economic Sciences Research Center will ensure survey validity and analyze and synthesize the information so that RNGR can implement the findings.

If the survey is not completed, RNGR may continue to use less effective and efficient methods to share science-based information with the managers Federal, State, Tribal, other government entities, and private nurseries and farms that produce native plant materials for reforestation and restoration. The goal of this survey is to implement more cost-effective methods of technology transfer delivered to managers in the best format for them.

- b. From whom will the information be collected? If there are different respondent**

**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for Reforestation,**  
**Nurseries, & Genetics Resources**  
**0596-NEW**

**categories (e.g., loan applicant versus a bank versus an appraiser), each should be described along with the type of collection activity that applies.**

Information will be collected from target respondents representing about 1,200 Federal, State, Tribal, other government entities, and private nurseries and farms that produce native plant materials for reforestation and restoration throughout the U.S.

**c. What will this information be used for - provide ALL uses?**

This information will be used to assess what RNGR products and tools are currently being used by the managers/owners of facilities that produce native seeds and plants for reforestation and restoration, and how effective those products and tools are. In addition, this information will be used to determine what new products, technologies, and approaches to transferring information might better serve managers/owners. The Social and Economic Sciences Research Center will ensure survey validity and analyze and synthesize the information so that RNGR can implement the findings.

**d. How will the information be collected (e.g., forms, non-forms, electronically, face-to-face, over the phone, over the Internet)? Does the respondent have multiple options for providing the information? If so, what are they?**

The information will be collected via a questionnaire as a survey instrument. The participants will be invited to complete the survey on the web via a letter sent to their facility (nursery address). The letter will include the statement that specifies the purpose of the survey, URL link to the survey, and unique access code assigned to each participant. An email with the same content will also be sent to all participants if an email address is available. For participants who have not yet responded within a week, a reminder postcard will be sent. Two weeks after the first letter, a paper-questionnaire will also be sent to those who have not yet responded. Survey participants will have a chance to complete the survey either online or on paper. Non-respondents will receive reminders via mail, email, and via phone as needed.

**e. How frequently will the information be collected?**

Once.

**f. Will the information be shared with any other organizations inside or outside USDA or the government?**

The information is not shared in any routine or established manner.

**g. If this is an ongoing collection, how have the collection requirements changed over time?**

This is not an ongoing collection.

**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**

**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for Reforestation,**  
**Nurseries, & Genetics Resources**  
**0596-NEW**

**consideration of using information technology to reduce burden.**

The information will be collected via an online survey tool. A paper version will also be available for those who do not access the internet or if paper is more convenient given some of the participants do not work in an office environment.

**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 information collected is unique to the Forest Service and unique to RNGR. The Forest Service determined that the information the agency needs to improve the performance of the National Center for Reforestation, Nurseries, and Genetic Resources is not already available.

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

The survey is designed to maximize critical information desired by the Forest Service while minimizing the efforts of small businesses; this one-time request should take less than 20 minutes to complete. To reduce burden and improve convenience, respondents can use an online option to complete the survey, or, return the completed survey using the provided, pre-addressed, postage-paid return envelope.

**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.**

The Forest Service collects the information that is used to determine whether the use meets applicable regulations. The use could not be evaluated without the information collected.

**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;**  
Not applicable / the information will only be collected once.
- **Requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**  
Not applicable / response is voluntary.
- **Requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years;**  
Not applicable / no record retention is required.
- **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;**  
The survey will be sent to all nurseries and farms within the national database housed on [www.RNGR.net](http://www.RNGR.net). This is a census approach.
- **Requiring the use of a statistical data classification that has not been reviewed and approved by OMB;**  
Not applicable.
- **That includes a pledge of confidentiality that is not supported by authority estab-**

**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for Reforestation,**  
**Nurseries, & Genetics Resources**  
**0596-NEW**

**lished 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**

Not applicable / the results will not be shared outside the agency.

- **Requiring respondents to submit proprietary trade secret, 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.**

There are no other special circumstances. The collection of information is conducted in a manner consistent with the guidelines in 5 CFR 1320.6.

- 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 describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

The Forest Service solicited comments on information collection 0596-NEW in a Federal Register notice published on October 9, 2020, Vol. 85, No. 197, pages 64,110–64,111. The 60-day comment period for the notice closed on December 8, 2020. The public was able to comment via fax, email, standard mail & able to inspect comments received at Office of the Director. The Forest Service did not receive any comments.

**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 record keeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.**

The survey instrument and communication with respondents were sent to the following survey experts for review.

**Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 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.**

**Table 1.**

**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for Reforestation,**  
**Nurseries, & Genetics Resources**  
**0596-NEW**

Don A. Dillman, Ph.D.  
Regents Professor, Department of Sociology  
and Deputy Director for Research,  
The Social and Economic Sciences Research Center  
Washington State University  
Pullman, WA 99164-4014  
509-335-4150  
<https://sesrc.wsu.edu/our-team/dillman/>

Kenneth Wallen, Ph.D.  
Assistant Professor  
Human Dimensions of Fish and Wildlife  
College of Natural Resources  
Department of Natural Resources and Society  
Idaho Department of Fish and Game  
CNR 19E  
(208) 885-7132  
[kwallen@uidaho.edu](mailto:kwallen@uidaho.edu)

Sandra De Urioste-Stone, PhD  
Associate Professor, School of Forest Resources  
5755 Nutting Hall (Office 211)  
University of Maine  
Orono, ME 04469-5755  
Phone Number: 207-581-2885  
<https://forest.umaine.edu/faculty-staff/directory/sandra-de-urioste-stone>

David Pettebone Ph.D.  
Applied Research Coordinator  
Social Science Program  
National Park Service  
office: 970-225-3524  
cell: 970-889-3205  
<https://www.nps.gov/subjects/socialscience/index.htm>

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

The Forest Service does not provide any gift or payment to the respondents regarding information collection requirements.

**10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.**

The Privacy Act of 1974 (5 U.S.C. 552a) protects proprietary and confidential information.

**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for Reforestation,**  
**Nurseries, & Genetics Resources**  
**0596-NEW**

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior or 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.**

Questions of a sensitive nature are not asked or included on any form in this information collection.

**12. Provide estimates of the hour burden of the collection of information. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.**

- **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. If this request for approval covers more than one form, provide separate hour burden estimates for each form.**
  - a) **Description of the collection activity**
  - b) **Corresponding form number (if applicable)**
  - c) **Number of respondents**
  - d) **Number of responses annually per respondent,**
  - e) **Total annual responses (columns c x d)**
  - f) **Estimated hours per response**
  - g) **Total annual burden hours (columns e x f)**

**Table 2 – List of Forms and Burden Hours-DOI**

*This table only included information collection for the SF-299 from DOI agencies. The SF-299 has been moved to a new ICR 0596-0249 and therefore its burden information is not relevant to this collection.*

**Table 3 – List of Forms and Burden Hours-Forest Service**

(a)	(b)	(c)			(d)	(e)	(f)	(g)
Description of the Collection Activity	Form Number	Number of Respondents Previous 3 years			Number of responses annually per Respondent	Average annual responses	Estimate of Burden Hours per response	Estimated Total Annual Burden Hours
						(c x d)/3		(e x f)
<b>CATEGORY 1: APPLICATION PROCESS</b>								
		2021	2022	2023				

**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for Reforestation,**  
**Nurseries, & Genetics Resources**  
**0596-NEW**

(a)	(b)	(c)			(d)	(e)	(f)	(g)
Description of the Collection Activity	Form Number	Number of Respondents Previous 3 years			Number of responses annually per Respondent	Average annual responses	Estimate of Burden Hours per response	Estimated Total Annual Burden Hours
Filling out survey once during 2021		1200	0	0	1	1200	0.33	399.60
						Estimated Annual Responses		Estimated Annual Burden Hours
<b>Grand Total</b>						1200		399.60

- Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories.

**Table 4 Estimated Annualized Cost to Respondents-Forest Service and DOI combined**

(a) Description of the Collection Activity	(b) Estimated Total Annual Burden on Respondents (Hours)	(c)* Estimated Average Income per Hour	(d) Estimated Cost to Respondents
1. Completing the survey	399.60	\$40.88	\$16,335.65

**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for Reforestation,**  
**Nurseries, & Genetics Resources**  
**0596-NEW**

(a) Description of the Collection Activity	(b) Estimated Total Annual Burden on Respondents (Hours)	(c)* Estimated Average Income per Hour	(d) Estimated Cost to Respondents
Totals	399.60	---	\$16,335.65

The mean average hourly rate for ordinary “Farmworkers and Laborers, Crop, Nursery, and Greenhouse” reported by the US Bureau of Labor Statistics (2020; (<https://www.bls.gov/oes/current/oes452092.htm>) ranges from \$12.15 to \$18.27 (accessed 29 Jul 2021). Because this survey targets nursery managers rather than ordinary workers, the annual salary for nursery and greenhouse managers (or similar titles) was estimated to be \$61,405 using the 50th percentiles for national, annual salary provided by Recruiter.com (\$60,000 per year), Salary.com (\$47,502), and SimplyHired.com (\$76,712); websites visited 29 Jul 2021. Mean hourly rate was calculated by dividing the average annual salary (\$61,405) by 2080 hours: \$30.28. Fringe benefits were estimated at 35%, making the estimated average income per hour \$40.88.

- 13. Provide estimates of the total annual cost burden to respondents or record keepers resulting from the collection of information, (do not include the cost of any hour burden shown in items 12 and 14). The cost estimates 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 and maintenance and purchase of services component.**

No capital/start-up or operation and maintenance costs are associated with this information collection.

- 14. Provide estimates of annualized cost to the Federal government. Provide a description of the method used to estimate cost and any other expense that would not have been incurred without this collection of information.**

**The response to this question covers the actual costs the agency will incur as a result of implementing the information collection. The estimate should cover the entire life cycle of the collection and include costs, if applicable, for:**

- **Employee labor and materials for developing, printing, storing forms**
- **Employee labor and materials for developing computer systems, screens, or reports to support the collection**
- **Employee travel costs**
- **Cost of contractor services or other reimbursements to individuals or organizations assisting in the collection of information**
- **Employee labor and materials for collecting the information**
- **Employee labor and materials for analyzing, evaluating, summarizing, and/or reporting on the collected information**



**2021 Supporting Statement**  
**Assessing Technology Transfer Activities of the National Center for Reforestation,**  
**Nurseries, & Genetics Resources**  
**0596-NEW**

**Table 5 – Estimated Annual Cost to the Government\***

<b>ACTION ITEM</b>	<b>PERSONNEL</b>	<b>GS LEVEL</b>	<b>HOURLY RATE**</b>	<b>HOURS</b>	<b>SALARY</b>
1. Grant preparation, survey editing and approval, post-survey interpretation	RNGR Specialist	ST	\$109.16	16	\$1,747
2. Survey editing and approval, post-survey interpretation	RNGR Specialist	13/3	\$68.41	11	\$753
3. Contract with WSU (includes salaries and materials); FS agreement 19-CR-11221632-166					\$64,324
4. Forest Service overhead					\$9,649
<b>TOTALS</b>				27	\$76,473

*\*This was intended to be one-year project but has been prolonged because of COVID-19.*

*\*\*Hourly rate is current CTG (as of 29 Jul 2021) for these two specialists.*

**15. Explain the reasons for any program changes or adjustments reported in items 13 or 14 of OMB form 83-I.**

This survey was intended to occur within a single year, but the timeline was compromised by COVID-19. Table 5 shows the total estimated costs to the government for the entire duration of the project, which would have been a single year if not for the pandemic.

**16. For collections of information whose results are planned to be published, outline plans for tabulation and publication.**

A summary of results will be published as a technical report to the Agency and may be presented at RNGR meetings/conferences.

**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.**

The Forest Service requested and was exempted from displaying the OMB expiration date on the previous Paperwork Reduction Act submission.

**18. Explain each exception to the certification statement identified in item 19, "Certification Requirement for Paperwork Reduction Act."**

There are no exceptions to the certification statement. The agency is able to certify compliance with all provisions under Item 19 of OMB form 83-I, *Certification Requirements for Paperwork Reduction Act*.