

**Justification for Change**

3137-0092 Generic Clearance for IMLS Grant Forms: Budget Form and Program Information Sheet, and Digital Product Form and instructions

IMLS is requesting a change to a previously approved clearance in order to change the grant Program Information Sheet and the Digital Product Form. There are no changes requested for the Budget Form. This updated grant submission expiration date of 07/31/2018, remains the same.

**Request abstract:**

In this clearance submission (3137-0092) and justification, IMLS is requesting a change to a previously approved clearance for the forms used in the applications to its grant programs.

**Digital Product Form:**

The Digital Product Form is a required form for all full proposals. A check box and statement was added to the beginning of the Form asking applicants to verify that they have read the form and state that they are NOT creating digital products. All the other sections are the same and should be completed if they are creating digital products. This change was made to help applicants.

**Program Information Sheet:**

The Program Information Sheet had one format change and several program clarifications. Two requests for information related to the DUNS number was removed from the Program Information Sheet, since this information is already obtained on the Grants.gov form SF424. Under Section 3, Grant Program selections, the program titles were reordered to match the order in the NOFOs. "Museums Empowered" was added as separate category, rather than in "Museums for America" where it had started as a special initiative. The IMLS program office gained approval for increasing the CAP amount in the Museums for America program and the National Leadership Grants for Museums after the original FY17 document was submitted. The changes to this document in Section 3.d.2 with cost share amount was increased from \$150,000 to \$500,000 and section 3.e.2 increased the maximum for research and non-research grants from \$500,000 to \$1,000,000 and for rapid prototyping grant from \$25,000 to \$50,000. These changes have been maintained for FY18.

The respondent burden should remain the same.