

¹Supporting Statement A

Trail Data Portal

OMB Control Number 1028-New

Terms of Clearance: None

General Instructions

A completed Supporting Statement A must accompany each request for approval of a collection of information. The Supporting Statement must be prepared in the format described below and must contain the information specified below. If an item is not applicable, provide a brief explanation. When the question “Does this ICR contain surveys, censuses, or employ statistical methods?” is checked "Yes," then a Supporting Statement B must be completed. OMB reserves the right to require the submission of additional information with respect to any request for approval.

Specific Instructions

Justification

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

The mission of the USGS National Geospatial Program (NGP) is to organize, maintain, publish, and disseminate the geospatial data of the Nation’s topography, natural landscape, and manmade environment through The National Map. NGP geospatial products and services support decision making and the operational activities of its customers. NGP’s role is also to increase the efficiency of the Nation's geospatial community by improving communications about geospatial data, products, services, projects, needs, standards, and best practices.

Through Office of Management and Budget Circular A-16, the Federal Government assigns leadership responsibilities for themes of geospatial data among Federal agencies. Circular A-16 provides direction for Federal agencies to “coordinate work in partnership with federal, state, tribal and local government agencies, academia and the private sector to efficiently and cost-effectively collect, integrate, maintain, disseminate, and preserve spatial data, building upon local data wherever possible.” Executive Order 12906¹ accompanies Circular A-16. Geospatial Data Act of 2018 (GDA)² puts all the previous Circular A-16 (revised 2002) into law. Based in part on this assignment, and because of the unique niche of NGP to provide national coverage of topographic data, the primary focus of the program is to provide

¹ https://www.fgdc.gov/policyandplanning/executive_order

² <https://www.fgdc.gov/gda>

national leadership in The National Map themes of hydrography and elevation. The role of the other six layers of The National Map is generally to provide contextual or reference information to its cartographic products and services. The objective of NGP for these layers is to maintain current coverage by obtaining the data from other organizations and suppliers with a minimum investment of NGP's resources. Trails data is one of the contextual datasets that support The National Map products and services.

NGP is currently pursuing a streamlined approach for aggregating authoritative digital trails data into the USGS Trails Dataset. The Trail Data Portal (the Portal) provides several benefits to the USGS National Map program and data source providers:

- Participation in the Trail Data Portal is easy. Basic information about the data and data source are provided during the initial registration/login. During subsequent visits, data source providers are given an opportunity to review previously submitted information and update as needed. Easier access leads to higher participation rates in contributions to the USGS nationwide trails dataset.
- The Trail Data Portal gives data source providers control over how their trail attributes are translated into the USGS format. The Portal walks data providers through schema mapping steps to crosswalk their trail schema into the USGS trail schema. This process improves overall quality of the national datasets by eliminating potential data attribute misinterpretation by USGS staff.
- Trail Data Portal offers an efficient way for USGS staff to provide comments back to the data source providers about their data by posting Data Quality Review results. This valuable feedback gives data providers an opportunity to improve their data.
- Volunteer participation in the web-based tool improves government efficiency and saves resources.

The use of The Trail Data Portal will result in more complete national datasets in The National Map with improved positional and attribute accuracy.

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.**

“Trail Data Portal” is the name of the web application that allows authoritative data providers to submit their trails data for integration in the USGS nationwide trails dataset. The set of questions a user is asked to answer creates a foundation for the associated metadata to accompany a submitted trails data file. USGS staff is then able to use the metadata and the provided trails data file to complete the data assessment process and to successfully integrate the submitted trails data into the USGS trails dataset. The provided contact information allows for notification system when USGS staff identify any data issues in the submitted files or when clarifications are necessary.

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.

The combination of improved technologies and wide public access to the internet is allowing USGS to move forward with web applications to maintain datasets efficiently. The Trail Data Portal allows NGP to automate the collection of trail data electronically replacing a manual process consisting of multiple information tracking mechanisms. The Portal allows the data source providers and USGS to automate data tracking, analysis, and processing steps, reducing the overall burden to both data providers and USGS staff.

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.

Trails data is part of the USGS transportation theme - one of six low-investment maintenance themes of The National Map. USGS is a data aggregator for trails – it aggregates public domain trails data from authoritative sources; no editing takes place. In the past, USGS acquired trails data through partnership agreements with mostly federal agencies, leaving many data gaps outside of federal boundaries. Over the course of 2020-2021 the aggregation process expanded to state agencies. Typically, a single agency provides recreational trails data only within their jurisdictional boundaries. A robust nationwide trails dataset needs to efficiently aggregate and refresh trails information from as many authoritative sources as possible, including federal, state, and regional or local agencies. In the past such large-scale aggregation efforts were not feasible due a lack of resources. The Trail Data Portal provides the first web-based portal for a large-scale aggregation effort to support the USGS nationwide trails dataset. The portal offers a web-based streamlined process for trail data submission, which improves the accuracy and completeness of the USGS nationwide trails dataset.

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

This information does not affect small businesses or other small entities.

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.

Not collecting this information would limit the Federal Government’s efforts to effectively aggregate nationwide trails data and would limit state and other organizations to from efficiently and effectively participating in improving those data.

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.**

There are no circumstances that require us to collect information in a manner inconsistent with OMB guidelines

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.

On June 1, 2021, we published a 60-day Federal Register notice (86 FR 29279) announcing that we would submit this ICR to OMB for approval. In that notice we solicited public comments for 60 days, ending August 2, 2021. We did not receive any responses to our Federal Register Notice.

We consulted with the individuals listed in the table to obtain their views on the information above. The individuals were asked to follow a set of instructions to create a single trail data submission in the Trail Data Portal and to track how long it takes them to do so. They also were asked to provide any comments regarding the information collection’s burden and how it supports USGS mission. All individuals were able to complete the submissions under 15 minutes with a comment that a more complicated scenario may take slightly longer. Their comments were supportive of the application’s purpose to streamline trail data aggregation process. They concurred with description and estimates provided in this document. No changes were suggested.

Table 1: Burden Reviewers

Individual’s Title	Agency
National Digital Trails Project Manager	U.S. Geological Survey
UE Published Maps Products and Services Focus Area Coordinator	U.S. Geological Survey
Software Engineer	Xcellent Technology Solutions

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

No payments or gifts are provided to the respondents.

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

No assurance of confidentiality is given to respondents.

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.

The collection does not include sensitive or private questions.

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.**

- We anticipate approximately 100 users will use the application each year and estimate that it takes 40 seconds to login.
- We anticipate 100 users will review a User Guide, which takes 10 minutes to complete.
- We anticipate 100 users to submit trail data file and associated information into the Trail Data Portal, with an average time of 15 minutes to complete one submission. The average estimated time is based on the trials of new users, experienced users, or staff.
- We estimate the dollar value of the annual burden hours to be \$2,324 (based on the Employer Costs for Employee Compensation- March 2020 (USDLE-20-0451) published by the Bureau of Labor Statistics, US Department of Labor³). Most of the users of the Trail Data Portal are expected to be state or local government workers.

³ <https://www.bls.gov/news.release/pdf/ecec.pdf>

Table 2: Estimated Dollar Value of Annual Burden Hours

Description of Respondents	Number of annual Responses	Estimated Completion Time per Response (minutes)	Total Annual Burden Hours	Hourly Pay Rate (\$/hr est.)	Total Dollar Value of Annual Burden Hours*
User login and User Guide review	100	11	18	\$53.68	\$982
Trails Data Submission	100	15	25	\$53.68	\$1342
Total	100		43		\$2,324

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 and 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.

Other than costs that may be associated with access to the internet and the use of a computer or tablet, we estimate that the annual non-hour burden cost will be zero.

- 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 is \$36,510, estimated using Salary Table 2020-GS, Incorporating the General Schedule Increase Effective January 2020 and Hourly Basic Rates by Grade and Step (no locality).

Table 3: Estimated Dollar Value of Annual Burden Hours for Federal Employees

Federal Position	Grade / Step	Hourly Rate	Hourly Rate incl. Benefits (1.6 x hourly pay rate)	Estimated Time Spent by Federal Employees (annualized hours)	Estimated Federal Employee Salary/Benefit Annualized Costs
Project Lead	13/2	\$38.96	\$62.34	460	\$28,676
Development Team Lead	12/10	\$41.22	\$65.95	106	\$6,991
USGS Data Assessor	7/1	\$17.87	\$28.59	16	\$457
USGS staff to complete data integration	12/9	\$40.16	\$64.26	6	\$386
Total				588	\$36,510

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

This is a new collection.

- 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.**

Data from the collection will not be published as a reference.

- 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.**

Not applicable for this request.

- 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.