

2021 SUPPORTING STATEMENT
for
Pandemic Response and Safety Program – The Consolidated Appropriations Act, 2021
(Pub. L. 116-260)
OMB No. 0581-NEW
(Emergency Request)

NOTE TO REVIEWER:

We are requesting emergency review and approval of a new information collection. A burden is being imposed on eligible food processors, farmers markets, and agricultural producers for the collection of reporting requirements under section 751 of the Consolidated Appropriations Act, 2021, signed into law on December 27, 2020.

The Consolidated Appropriations Act, 2021 (CAA) directs the Secretary of Agriculture to make available \$1.5 billion for the period of fiscal years 2021 until expended. Of this \$1.5 billion, USDA is allocating \$650 million for this new Pandemic Response and Safety Grant Program. Given the limited time remaining in this fiscal year, food processors, distributors, farmers markets, and agricultural producers need to develop appropriate grant applications for the 2021 fiscal year program and the Department is mandated to adequately evaluate these new proposals and obligate the funds. Based on extensive listening sessions and public comment in March 2021 regarding development of this program, stakeholders conveyed the extensive costs borne by the food and agriculture sector in responding to the pandemic, from thousands to millions of dollars, and the urgencies with which support was needed to sustain their businesses. Accordingly, we request emergency approval of the information collection, so that the Department can announce the Request for Applications (RFA) by mid-July and allocate the grant funds as required by the CAA.

A. Justification.

- 1. EXPLAIN THE CIRCUMSTANCES THAT MAKE THE COLLECTION OF INFORMATION NECESSARY. IDENTIFY ANY LEGAL OR ADMINISTRATIVE REQUIREMENTS THAT NECESSITATE THE COLLECTION.**

The information collection requirements in this request are needed for the U.S. Department of Agriculture (USDA), Agricultural Marketing Service (AMS) to administer a new competitive grant program, entitled the Pandemic Response and Safety (PRS) Grants Program, under its Transportation and Marketing Program's Grants Division and in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Super Circular) (2 CFR part 200).

PRS is authorized and funded by the Consolidated Appropriations Act, 2021 in response to the ongoing COVID-19 pandemic to respond to coronavirus, including for measures to protect workers in agricultural production, sales, and processing systems. PRS supports food processors, farmers markets, and agricultural producers in improving workplace safety measures, market pivots, retrofitting facilities, transportation, worker housing, and medical

costs associated with disruptions from COVID-19. Costs associated with these activities continue to accrue for the agricultural sector. These funds will help address past and present protective measures to keep the food production, processing, and marketing sector stable and safe from disruptions from COVID-19.

The legal authority and administrative requirements to carry out the new grant program in this request is as follows:

Pandemic Response and Safety Grant Program (PRS) is authorized pursuant to the authority of section 751 of the Consolidated Appropriations Act of 2021 ([Pub. L. No. 116—260](#)) in response to the ongoing COVID-19 pandemic.

Specialty crop producers and processors, and meat processors that meet the U.S. Small Business Administration (SBA) small business qualifications, and organizations that operate farmers markets are eligible to apply for this program. The eligible entity types include small businesses and nonprofits with 501(c)(3) IRS Status. No cost sharing or matching funds are required. All PRS awards are subject to the terms and conditions, cost principles, and other considerations described in the PRS General Terms and Conditions.

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.

PRS is voluntary and respondents will apply for this specific competitive grant program. In doing so, they provide information, and AMS is the primary user of the information.

The information collected is needed to certify that grant participants are complying with applicable program regulations, and the data collected is the minimum information necessary to effectively carry out the program requirements. The information collection requirements in this request are essential to carry out the intent of section 751 of the CAA, to provide the respondents the type of service they request, and for AMS to administer this program.

Close coordination with the U.S. Department of Health and Human Services (HHS), Grants.gov, the Office of Management and Budget (OMB), the Grants Management Quality Service Management Office (QSMO), and GrantSolutions, has resulted in a recommendation that a custom system to manage the entire award life cycle including pre-award, award, post-award, and closeout for PRS. PRS applicants, AMS staff, and award recipients will utilize a customized GrantSolutions system and website to access all necessary application, financial, and reporting forms.

GrantSolutions is developing a financial assistance management software platform that will use the data elements from the Application for Federal Assistance (SF 424). Similarly, the

notice of award form will mimic the AMS-33 and the reimbursement request will include the data elements of the SF-270. These forms will be depicted by a PRS website that will seamlessly guide applicants through the application, payment and reporting processes. No additional fields will be added to data included on these standard forms. The forms will not be presented in the traditional format, instead they will all be web-based in an effort to ease the burden on and successful processing of the relatively high number of applicants (~200,000+).

Applicants must have a DUNS number to verify their business but a full System for Award Management (SAM.gov) registration will not be required for application submission. Grant recipients will need to register with SAM.gov prior to distribution of award funds. They will be notified of the need to register when they are contacted for the Notice of Award.

A small number of forms are specific to this competitive grant program. These forms may have specific programmatic dates, data elements and other information required for this specific grant program. For these reasons, the formatting of this collection lists forms grouped into two subtitles: 1) Standardized Forms for All AMS Grant Programs; and 2) Competitive AMS Grant Program Forms: PRS Only.

STANDARDIZED FORMS FOR ALL AMS GRANT PROGRAMS

The following forms are used by all AMS grant programs (approved under OMB No. 0581-0240) including PRS and the responses and burden for each are entered on the AMS-71 under the subtitle “Standardized Forms for All AMS Grant Programs” as one-line entry for PRS only.

- a. **PRS Request for Application (RFA) (Reading)** is an announcement and guidance documentation published by AMS that contains information regarding how to complete a grant application package, along with a public notice of funds. The Request for Application Announcement and Program Guidelines will be revised annually, or as needed, and posted with the application announcement at Grants.gov and on the AMS website at www.ams.usda.gov as soon as the Agency announces that it is accepting applications. While this document is not signed, applicants must read and utilize this document to prepare their application, review which items are allowable, and understand the terms and conditions of the grant award. Certain sections of these forms are uniform for every grant program, and while specific programmatic dates and other information varies, this does not affect the underlying Paperwork Reduction Act (PRA) burden. AMS is submitting the PRS RFA as an example that is representative of what this new grant program will use.
- b. **SF-424 Application for Federal Assistance (approved under OMB No. 4040-0004)** is completed once when the participants apply for the grant program. The information will be used by AMS to determine applicant eligibility for participation in the program. The

information can be obtained electronically and is required to be collected electronically through Grants.gov. (Responses and burden will be submitted to OMB No. 4040-0004.)

- c. **AMS-33 Notice of Award and Grant Agreement** will be entered into by the recipient and AMS after approval of a grant application. The grant agreement will be read, and one copy is required to be signed by the grant recipient and returned to AMS. This information will be used by AMS to certify that grant participants are complying with applicable program regulations. The grant agreements require an original signature and will be collected electronically. AMS is submitting one form as an example that is representative of what all AMS grant programs use.
- d. **SF-270 Request for Advance or Reimbursement (approved under OMB No. 4040-0012)** is completed whenever the recipient requests an advance or reimbursement of grant funds. The information will be used by AMS to make and keep track of grant advances and disbursements. The information can be obtained electronically and is collected electronically in ezFedGrants. (Responses and burden will be submitted to OMB No. 4040-0012.)
- e. **SF-425 Federal Financial Report (approved under OMB No. 4040-0014)** is required within 90 days after the completion of the first and second year of the grant and within 120 days after the third (final) year of the grant period. The information will be used by AMS to determine the financial status of the State's grant projects. The information can be obtained electronically and is collected electronically in ezFedGrants. (Responses and burden will be submitted to OMB No. 4040-0014.)
- f. **Recordkeeping** is required by AMS for grant recipients and subrecipients to maintain all records pertaining to the grant for a period of 3 years after the final financial report has been submitted to AMS, in accordance with Federal recordkeeping regulations. This requirement is provided in 2 CFR § 200.334 and the general award terms and conditions, which are published on the AMS website.

COMPETITIVE AMS GRANT PROGRAM: PRS ONLY

The following forms are used by PRS and the responses and burden for each are entered on the AMS-71 under the subtitle "Competitive AMS Grant Program Forms: PRS Only" to cover this program.

Performance progress report – dummy version in PRA in the event we need to use it.

- a. **PRS Specific Terms and Conditions (Reading)** is a document published by AMS setting forth recipient compliance with specific terms and conditions of the PRS award. The document includes applicable regulations and unique allowable and unallowable costs related to construction, equipment and real property defined in the legislation. The PRS Specific Terms and Conditions do not require a signature and may be updated annually to reflect mandatory additions and other changes made by regulatory or Office of Management and Budget grant requirements that does not affect the underlying PRA burden. AMS is submitting the PRS Specific Terms and Conditions as an example that is representative of what this new grant program will use.
- b. **PRS Activity Checklist** is completed one time when the eligible entity applies for a competitive grant. Required components of the checklist include an applicant name, name of organization, EIN and NAICS code (if applicable), a checklist to identify the outcomes of the project and funds requested.

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.

AMS grant programs typically employ several online systems (i.e., SAM.gov; Grants.gov; GrantSolutions.gov; and ezFedGrants.gov) to administer its grant programs from funding opportunity planning through award to grant closeout. These online systems allow grant management specialists, financial and budget staff, and award applicants and recipients to manage all aspects of their grants business and reporting electronically. This helps produce assured compliance with Federal government and agency standards, improves transparency and accountability, shortens processing timelines, and reduces time spent on administrative activities.

Close coordination with HHS, grants.gov, OMB, the QSMO, and Grant Solutions, has resulted in a recommendation that a custom system to manage the entire award life cycle including pre-award, award, post-award, and closeout for PRS. PRS applicants, AMS staff, and award recipients will utilize the GrantSolutions system for the Request for Applications (RFA); PRS Specific Terms and Conditions; Activity Checklist; and registration instructions. The RFA information will also be available at <https://grantsolutions.gov>.

GrantSolutions is developing a financial assistance management software platform that will use the data elements from the Application for Federal Assistance (SF 424).

Applicants must have a DUNS number to verify their business but a full System for Award Management (SAM.gov) registration will not be required at the time of application. Grant recipients will need to register with SAM.gov prior to distribution of award funds. They will be notified of the need to register when they are contacted for the Notice of Award.

Once award recipients are selected, AMS will work with GrantSolutions to process the awards using their Payment Management System. The system provides significant efficiencies to all users managing grant and agreement portfolios at AMS. The Notice of Award will be communicated from GrantSolutions and will mimic the Grant Agreement (AMS 33), which requires an original signature, can be signed and submitted electronically.

4. DESCRIBE EFFORTS TO IDENTIFY DUPLICATION. SHOW SPECIFICALLY WHY ANY SIMILAR INFORMATION ALREADY AVAILABLE CANNOT BE USED OR MODIFIED FOR USE FOR THE PURPOSE(S) DESCRIBED IN ITEM 2 ABOVE.

This program is not maintained by any other Agency; therefore, the requested information will not be available from any other existing records.

5. IF THE COLLECTION OF INFORMATION IMPACTS SMALL BUSINESSES OR OTHER SMALL ENTITIES (ITEMS 5 OF THE OMB FORM 83-I), DESCRIBE THE METHODS USED TO MINIMIZE BURDEN.

PRS is targeting small businesses to receive assistance in the 50 States, American Samoa, the District of Columbia, Guam, the Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, the Commonwealth of Puerto Rico, and the U.S. Virgin Islands.

The act of collecting information for PRS will not have an adverse impact on small businesses or other small entities. We have attempted to make this grant application process as simplified and clear as possible to lessen the burden on applicant's resources. In addition, the information is voluntarily collected from each applicant to receive grant funds.

6. DESCRIBE THE CONSEQUENCE OF 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.

PRS will offer grants to small- or mid-sized food processors or distributors, seafood processing facilities and processing vessels, farmers markets, producers, or other

organizations to respond to coronavirus, including for measures to protect workers against the Coronavirus Disease 2019 (COVID-19).

The CAA authorized the appropriation of \$650 million in fiscal year (FY) 2021, until expended. Without this collection of information, AMS will not be able to review applications, award grant funds to eligible entities, reimburse costs, or monitor grants compliance with regulations and administration procedures of the program.

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;**

Respondents are not required to report more than quarterly.

- **REQUIRING RESPONDENTS TO PREPARE A WRITTEN RESPONSE TO A COLLECTION OF INFORMATION IN FEWER THAN 30 DAYS AFTER RECEIPT OF IT;**

Respondents are not required to prepare a written response to a collection of information fewer than 30 days after receipt.

- **REQUIRING RESPONDENTS TO SUBMIT MORE THAN AN ORIGINAL AND TWO COPIES OF ANY DOCUMENT;**

Respondents are not required 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 3 YEARS;**

Respondents are not required to retain any records for more than 3 years. This is part of normal business practice.

- **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 information collected will not be utilized in connection with a statistical survey.

- **REQUIRING THE USE OF A STATISTICAL DATA CLASSIFICATION THAT HAS NOT BEEN REVIEWED AND APPROVED BY OMB;**

There is no requirement for a statistical data classification.

- **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**

No confidential information is collected.

- **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.**

Respondents are not required to submit proprietary trade secrets or other confidential information.

- 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.**

AMS is requesting emergency approval from OMB for this new collection. The 60-day notice for public comment on this new information collection will be sent to the Federal Register for publication.

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.

To gather stakeholder feedback on this funding, USDA hosted listening sessions the week of March 15, 2021. Representatives from approximately 100 organizations and companies participated in the listening sessions and provided input on program structure, application process and reporting requirements. A participant list is available upon request.

In addition to these listening sessions, we sought public comments through March 31, 2021, for the PRS grant program. USDA received and reviewed comments from 115 organizations and companies representing a wide variety of stakeholder groups, including distributors, producers, non-profit organizations, government, industry associations, farmers markets and processors. A submission list is available upon request.

In addition, staff will discuss issues informally at meetings and in telephone conversations with applicants prior to the application deadline and with grant recipients as they carry out their projects.

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.

AMS cannot identify a circumstance that would preclude consultation with stakeholders.

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 respondents for filling out forms. Payment will be made in the form of a grant if the applicant's project is awarded.

10. DESCRIBE ANY ASSURANCE OF CONFIDENTIALITY PROVIDED TO RESPONDENTS AND THE BASIS FOR THE ASSURNACE IN STATUTE, REGULATION, OR AGENCY POLICY.

PRS does not request confidential information from respondents and therefore provides no assurances related to confidentiality.

11. PROVIDE ADDITIONAL JUSTIFICATION FOR ANY QUESTIONS OF A SENSITIVE NATURE, SUCH AS SEXUAL BEHAVIOR AND ATTITUDES, RELIGIOUS BELIEFS, AND OTHER MATTERS THAT 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 found in this information collection.

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 DIFFERENCE 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.**

This collection has 800,000 respondents; 1,000,000 total annual responses and 916,660 total hours for reporting and recordkeeping. The public reporting burden is estimated to average 4.00 hours per response.

With this being a new grant program, the number of responses was calculated based on the standardized requirements that are either read or submitted for all AMS Grant Programs (RFA, SF-424, AMS 33, Terms and Conditions, and reporting), while also considering the specifics of PRS. The complete public reporting burden is summarized on AMS-71.

- **IF THIS REQUEST FOR APPROVAL COVERS MORE THAN ONE FORM, PROVIDE SEPARATE HOUR BURDEN ESTIMATES FOR EACH FORM AND AGGREGATE THE HOUR BURDENS IN ITEM 13 OF OMB FORM 83-I.**

The complete public reporting burden is summarized on the AMS-71.

- **PROVIDE ESTIMATES OF ANNUALIZED COST TO RESPONDENTS FOR THE HOUR BURDENS FOR COLLECTIONS OF INFORMATION, IDENTIFYING AND USING APPROPRIATE WAGE RATE CATEGORIES.**

The respondents estimated annual cost in providing information to the PRS is \$23,603,995.00.

This total has been estimated by multiplying 916,660 total burden hours by \$25.75, the national estimate for the average hourly wage of full-time agricultural manager (11-9013). Data for computation of this hourly wage were obtained from the USDA National Agricultural Statistics Service, Farm Labor Survey, at [Farm Labor 05/26/2021 \(cornell.edu\)](https://www.nass.usda.gov/economics/pubs/2021/20210526/),

13. PROVIDE AN ESTIMATE OF THE TOTAL ANNUAL COST BURDEN TO RESPONDENTS OR RECORDKEEPERS RESULTING FROM THE COLLECTION OF INFORMATION. (DO NOT INCLUDE THE COST OF ANY HOUR BURDEN SHOWN IN ITEMS 12 AND 14).

- **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. 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 SERVICE, OR PORTIONS THEROF, 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 KEEPING RECORDS FOR THE GOVERNMENT, OR (4) AS PART OF CUSTOMARY AND USUAL BUSINESS OR PRIVED PRACTICES.**

There are no capital/start-up or ongoing operation/maintenance costs associated with this information 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, OPERATION EXPENSES (SUCH AS EQUIPMENT, OVERHEAD, PRINTING, AND SUPPORT STAFF), AND ANY OTHER EXPENSE THAT WOULD NOT HAVE BEEN INCURRED WITHOUT THIS COLLECTION OF INFORMATION. AGENCIES ALSO MAY AGGREGATE COST ESTIMATES FROM ITEMS 12, 13, AND 14 IN A SINGLE TABLE.**

15.

Estimated Annual Cost to Federal Government to Operate PRS

Salaries/Benefits and Compensation/Awards	\$498,320.00
Total	\$498,320.00

The estimated annual cost currently to operate PRS is \$498,320.00 per year. The PRS program will consist of one GS-13 Team Lead who is responsible for overseeing all aspects of the grant program and 3 GS-11 Grant Management Specialists who are responsible for working with grant recipients from pre-award to closeout. The Team Lead and Grant Management Specialists work on PRS on a full-time basis.

Grant program oversight and policy management is provided by one GS-15 Grants Division Director on a part time basis.

- 16. EXPLAIN THE REASON FOR ANY PROGRAM CHANGES OR ADJUSTMENTS REPORTED IN ITEMS 13 OR 14 OF THE OMB FORM 83-I.**

This is a new collection mandated by Section 751 of the Consolidated Appropriations Act, 2021, signed into law on December 27, 2020.

17. 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.

The collected information will not be published, except for a listing of the awarded projects that will be posted on the AMS program website. This listing will be publicized through AMS Public Affairs, and Congress will also be notified.

18. IF SEEKING APPROVAL TO NOT DISPLAY THE EXPIRATION DATE FOR OMB APPROVAL OF THE INFORMATION COLLECTION, EXPLAIN THE REASONS THAT DISPLAY WOULD BE INAPPROPRIATE.

Each form currently contains an OMB number and an expiration date.

19. EXPLAIN EACH EXCEPTION TO THE CERTIFICATION STATEMENT IDENTIFIED IN ITEM 19, "CERTIFICATION FOR PAPERWORK REDUCTION ACT SUBMISSIONS," OF OMB FORM 83-I.

The agency is able to certify compliance with all provisions under Item 19 of OMB Form 83-I.

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS.

This information collection does not employ statistical methods.