

2022 SUPPORTING STATEMENT
for
Seafood Processors Pandemic Response and Safety Program – The Consolidated
Appropriations Act, 2021 (Pub. L. No. 116-260)
OMB No. 0581-0329

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 block grant program, entitled the Seafood Processors Pandemic Response and Safety (SPRS) Block 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 (Uniform Guidance) (2 CFR part 200).

SPRS 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 seafood processing facilities and processing vessels. SPRS is a non-competitive block grant program that supports seafood processors and processing vessels (as defined in [section Error: Reference source not found](#)) 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 seafood processing sector. These funds will help address past and present protective measures to keep the seafood processing sector stable and safe from disruptions from COVID-19.

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

Seafood Processors Pandemic Response and Safety Grant Program (SPRS) 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.

Approximately \$50 million, minus administrative expenses, will be available to fund SPRS applications under this solicitation. To administer this non-competitive grant program, AMS will publish a Request for Applications (RFA) which will establish application requirements, the review and approval process, and grant administration procedures in accordance with 2 CFR part 200. The SPRS provides financial support to eligible entities to deliver relief to seafood processors who incurred expenses preparing for, preventing exposure to, and responding to the COVID-19 pandemic. Financial relief will be provided through approved State agency and territory applicants to issue payments to seafood processing facilities and

processing vessels for costs incurred between January 27, 2020, the date upon which the public health emergency was declared by U.S. Department of Health and Human Services (HHS) under section 319 of the Public Health Service Act, and December 31, 2021 as outlined in the published RFA.

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.**

SPRS is voluntary and respondents will apply for this specific non-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 terms and conditions of the agreement, including the requirements outlined in the Uniform Guidance, and the data collected is the minimum information necessary to effectively carry out the program requirements, support program integrity, and ensure eligible applicants can access the program. 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.

Most forms to be used for the SPRS grant are used by all AMS grant programs (approved under Office of Management and Budget (OMB) No. 0581-0240). A small number of forms are specific to this block 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) Non-Competitive AMS Grant Program Forms: SPRS 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 SPRS 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 SPRS only.

- a. **SPRS 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 SPRS RFA as an example that is representative of what this 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. **AMS General Terms and Conditions (Reading)** is a document published by AMS setting forth recipient compliance with terms and conditions of the award and all Federal grant regulations and administrative requirements including 2 CFR part 200. The document also includes recipient assurances and certifications with the incoming application submission; changes in project contacts, leaders, managers, and staff; cost principles; actions that need prior approval; performance monitoring; reporting requirements; and payment requirements. The AMS General Terms and Conditions does 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. 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 PRA burden. AMS is submitting one form as an example that is representative of what all AMS Grant Programs use.
- e. **Amendment Request** submitted by grant recipients and is required if there is a change in key personnel, scope or objectives of the grant, extension of the grant agreement, and/or budget changes. This information is prepared electronically and will be collected electronically as a function of the program. Program participants will collect and assemble the Amendment Request based on guidance provided by AMS. Instructions for how to submit an Amendment Request are outlined for the grant recipient in the AMS General Terms and Conditions. AMS is submitting an example that is representative of

what information is collected by all AMS grant programs to process an amendment request.

- f. **Interim Performance Report Template** is submitted by the grant recipients to track the progress of an award throughout the performance period. The Interim Performance Report briefly summarizes activities performed and milestones achieved for each objective or sub-element of the narrative; notes unexpected delays or impediments as well as favorable or unusual developments; outlines work to be performed during the succeeding period; and comments on the level of grant funds and matching contributions expended to date on the project. The Interim Performance Report template is available at the AMS grants website. AMS is submitting one form as an example that is representative of what all AMS grant programs use.
- g. **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 AMS's designated grants management system. (Responses and burden will be submitted to OMB No. 4040-0012.)
- h. **SF-425 Federal Financial Report (approved under OMB No. 4040-0014)** is required within 90 days after the completion of the first and second (final) year of the grant period. The information will be used by AMS to determine the financial status of the State and territories grant projects. The information can be obtained electronically and is collected electronically in Grant Solutions, AMS's designated grants management system. (Responses and burden will be submitted to OMB No. 4040-0014.)
- i. **Final Performance Report Template** is submitted no later than 90 calendar days after the performance period expiration date. The Final Performance Report contains background information on the importance of the project, a description of how the issue or problem was approached, a summary of results, conclusions, and lessons learned, a description of the project beneficiaries, any publications, presentations or websites generated, and a contact person for the project. The Final Performance Report template is available at the AMS grants website. AMS is submitting one form as an example that is representative of what all AMS grant programs use.
- j. **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.

NON-COMPETITIVE AMS GRANT PROGRAM: SPRS ONLY

The following form is used by one non-competitive AMS Grant Program (SPRS) and the responses and burden for each are entered on the AMS-71 under the subtitle “Non-Competitive AMS Grant Program: SPRS Only” to cover this program.

- a. **SPRS Specific Project Narrative** is a mandatory form published by AMS that describes the state and territorial entities application granting process, beneficiaries, and planned activities to achieve objectives that align with the intent of the SPRS block grant program. The narrative form describes the internal financial management controls that will be employed to maintain adequate accounting criteria outlined in 2 CRF 200. An outcome and indicator evaluation plan to measure performance is also included in the narrative and will collect information specific to the amount of funds spent on eligible activities. The information is used by AMS to determine the state entities eligibility for participation in the SPRS. The information is completed electronically and is required to be collected electronically through www.grants.gov as a function of the program. This Word document template can be found on the AMS grants website.

Negotiated Indirect Cost Rate Agreement (NICRA) is an agreement generated by the grant recipient in coordination with their cognizant agency for indirect costs to reflect an estimate of indirect cost rate negotiated between the Federal Government and a Grant Recipient organization which reflects the indirect costs (facilities and administrative costs) and fringe benefit expenses incurred by the organization that will be the same across all the agencies of the United States.

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 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.

Applicants must be registered to do business with the Federal Government through the [System for Award Management](https://www.sam.gov) (SAM.gov).

AMS posts the majority of forms that applicants need to apply for SPRS on the AMS grants and opportunities website at <https://www.ams.usda.gov/services/grants>, which includes the Request for Applications (RFA); AMS General Terms and Conditions; Project Narrative Template Form; and Partner Organization Letter Template.

The Application for Federal Assistance (SF 424) for AMS Grant Programs can be obtained and must be submitted electronically at <http://www.grants.gov> along with all other required components of the grant application.

AMS Grants Division has chosen to partner with GrantSolutions, a financial assistance management software platform, to assist AMS with managing the entire award life cycle including pre-award, award, post-award, and closeout for SPRS. SPRS applicants, staff, and award recipients will utilize the GrantSolutions system for application review, performance reporting and tracking. The system provides significant efficiencies to all users managing grant and agreement portfolios at AMS. The Notice of Award and Grant Agreement (AMS 33), which requires an original signature, can be signed and submitted electronically.

The majority of forms that award recipients need to manage and report on SPRS are posted on the AMS grants and opportunities website at <https://www.ams.usda.gov/services/grants> including the Interim Performance Report Template; Final Performance Report Template; and the Amendment Request Template. The Request for Advance or Reimbursement (SF 270), and Federal Financial Report (SF 425) can be obtained at: <https://www.grants.gov/web/grants/forms.html>.

The Request for Advance or Reimbursement (SF 270) along with an AMS Grant Programs Worksheet and Federal Financial Report (SF 425) can be submitted electronically through GrantSolutions.

All progress reporting including an Amendment Request, Interim Performance Report Template and a Final Performance Report Template can be submitted electronically at <https://grantsolutions.gov>.

- 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.

SPRS will award funds to state and territorial entities that will disburse funds to appropriate beneficiaries in the seafood processing sector. The act of collecting information for SPRS 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.

SPRS will offer funding to states and territories with seafood processing facilities and processing vessels to respond to coronavirus, including for measures to protect workers against the Coronavirus Disease 2019 (COVID-19). These processors had millions in costs incurred due to the pandemic that will go unsupported without this program.

The CAA authorized the appropriation of \$50 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.

The 60-day notice for public comment on this information collection ran from October 1, 2021, through November 30, 2021. There were no substantive comments pertaining to information collection.

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. There were two seafood specific sessions, one focusing on the Pacific/Alaska region and one on the East Coast. Representatives from dozens of organizations and companies participated in these 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, AMS sought public comments through March 31, 2021, for the SPRS grant program. A submission list is available upon request.

In April 2021, the USDA was represented at the National Fisheries Institute (NFI) consortia meeting where additional feedback was received.

The National Oceanic and Atmospheric Administration (NOAA) National Marine Fisheries Service provided critical consultation to assist with the development of the block grant formula. NOAA's guidance was based, in part, on the data and outcome they utilized for delivery of funds appropriated through the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act) (Pub. L. No. 116—136) to the states for fisheries impacts.

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 ASSURANCE IN STATUTE, REGULATION, OR AGENCY POLICY.

SPRS 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 25 respondents; providing 485 total annual responses and 1025 total hours for reporting and recordkeeping. The public reporting burden is estimated to average 27.00 hours per response.

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 SPRS. 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 SPRS is \$48,082.75.

This total has been estimated by multiplying 1025 total burden hours by \$46.91, the of mean hourly wage for full time state and local government management analyst employees (13-1111). Data for computation of this hourly wage were obtained from the U.S. Department of Labor Statistic's publication Occupational Employment Statistics' Occupational Employment and Wages, published May 2020. This publication can be found at the following website: <http://www.bls.gov/oes/current/oes131111.htm>.

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 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 KEEPING RECORDS FOR THE GOVERNMENT, OR (4) AS PART OF CUSTOMARY AND USUAL BUSINESS OR PRIVATE 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.

Estimated Annual Cost to Federal Government to Operate SPRS

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

The estimated annual cost currently to operate SPRS is \$498,320.00 per year. The SPRS 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 SPRS on a part-time basis, as this management team is responsible for multiple grant programs.

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

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

Since the previous emergency information collection, there have been no changes to the number of respondents or approved forms, and therefore no changes to the overall burden.

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.

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.

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.

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

18. 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.