

## **MEMORANDUM**

**SUBJECT:** Emergency Review Justification for the Clean School Bus Rebate Program Information Collection Request (OMB Control Number 2060-0686; EPA ICR Number 2461.05)

**FROM: Karl Simon, Director**  
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Office of Transportation and Air Quality

**THRU: Courtney Kerwin, Director**  
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Office of Mission Support

**TO: OMB Desk Officer for EPA's Office of Air and Radiation**  
Office of Information and Regulatory Affairs  
Office of Management and Budget

Pursuant to section 3507(j) of the Paperwork Reduction Act (PRA) (44 U.S.C. 3501 et seq.), as implemented in the Office of Management and Budget (OMB) regulations at 5 CFR §1320.13, the Environmental Protection Agency (EPA) is hereby requesting emergency processing of a proposed information collection, the Clean School Bus Rebate Program.

### **Information Collection is Essential to the Mission of the Agency**

The Clean School Bus (CSB) Program allows EPA to fund the replacement of school buses with cleaner buses via grants, rebates, and contracts. The program is authorized by Title XI, Section 71101 of the Infrastructure Investment and Jobs Act (Public Law 117-58).

This ICR is necessary to ensure that only eligible entities will receive funds under the rebate portion of this program and that funds are only provided for eligible activities per the CSB legislation. The information requested on the Rebate Application, Payment Request, and Close Out forms is needed to ensure the activities are completed in accordance with program guidance. In addition, the information is necessary to ensure fiscal control and accountability for EPA funds and to deter waste, fraud, and abuse.

The ICR is also necessary for EPA to meet the statutory reporting requirements that include the number of applicants, quantity and award amount of rebates, location of awards, and the criteria used to select recipients for the CSB program.

### **Information Collection Activities Involved in this Emergency Request**

While pursuing this emergency approval, EPA is simultaneously incorporating CSB rebates into a non-emergency ICR renewal for a similar school bus rebate program under the Diesel Emissions Reduction Act (DERA) following the standard clearance process. That ICR renewal (OMB Control No. 2060-0686, EPA ICR No. 2461.04) is unlikely to be finalized in time to accommodate the start of the CSB rebates. The draft supporting

statement associated with that ICR renewal is provided and includes a more thorough outline of data items that would also be applicable to this emergency request.

As a summary, information collected by EPA includes:

1. Name, address, contacts, and other high-level information from the eligible entities applying for funding
2. Name, address, and contacts, and other high-level information for the school districts served by the buses
3. Name, address, and contacts, and other high-level information for any private fleets that own and operate the buses
4. Vehicle identification numbers, model year, mileage, and related information on the buses being replaced
5. Vehicle identification numbers, model year, mileage, price, and related information on the new replacement buses and their associated charging or fueling infrastructure
6. Documentation on bus ownership, registration, purchase orders, and disposition of old bus.

### **EPA Cannot Reasonably Comply with the Normal Clearance Procedures**

EPA is requesting an emergency approval of this ICR because delays to this funding opportunity to follow normal ICR procedures will result in delayed replacement of old polluting school buses that impact children's health. The CSB statute also includes the following deadline: "Not later than 120 days after November 15, 2021, the Administrator shall develop an education and outreach program to promote and explain the award program under this section." EPA is seeking to open the program for accepting applications close to that education and outreach deadline and needs an ICR for this process.

### **Agency Has Taken All Practicable Steps to Consult with Affected Parties in Order to Minimize Burden**

As part of the non-emergency ICR renewal referenced above, EPA contacted entities that had applied in the past for rebates to replace school buses under DERA to receive feedback on their burden. These entities are also potential beneficiaries of the new CSB rebates and their feedback is being used to better reduce burden for both programs. One effort EPA is working on to reduce burden is a webform solution rather than the PDF forms that have been used in the past.

### **Federal Register Notice**

Current with the submission of this request, EPA will publish a notice in the Federal Register stating that we are requesting emergency processing of this ICR.

### **Requested Approval Date**

EPA requests that OMB please provide an approval/disapproval determination of this request to collect information under an emergency clearance by April 5, 2022.

If you have any questions or need anything further, please contact Courtney Kerwin ([kerwin.courtney@epa.gov](mailto:kerwin.courtney@epa.gov)) or Jason Wilcox ([wilcox.jason@epa.gov](mailto:wilcox.jason@epa.gov)).