

**Justification for Change**

3137-0097

**National Medal for Museum and Library Service Form and Cover Sheet**

IMLS is requesting a change to a previously approved clearance in order to update the form and cover sheet description. This updated award form clearance is requesting the same expiration date of 06/30/2021.

**Request abstract:**

The information collection in this package includes the guidelines and instructions to apply for the IMLS FY21 National Medal for Museum and Library Service award program.

**Justification for the National Medal for Museum and Library Service Form and Cover Sheet**

In FY2018, the agency requested a revision of the currently approved collection for the National Medal for Museum and Library Service award program. IMLS is submitting a non-substantive change request for the form in order to clarify the program's purpose, simplify the questions asked, and facilitate the transition from a fillable PDF to a web-based form. This request reflects reports by IMLS staff of users' confusion as evidenced in previous year's responses to questions and the agency's commitment to the use of improved information technology to increase the efficiency and effectiveness of its programs, while minimizing burden on potential applicants.

The respondent burden should remain the same.

7/27/2020