

Community Development Financial Institutions Fund, Department of the Treasury

Supporting Statement
Uses of Award Report
OMB Control Number 1559-0032

A. Justification

1. Circumstances necessitating collection of information

Recipients of the Bank Enterprise Award Program (BEA Program), the Community Development Financial Institutions Program (CDFI Program), the CDFI Rapid Response Program (CDFI RRP), the Native American CDFI Assistance Program (NACA Program), and the Small Dollar Loan Program (SDL Program) submit the Uses of Award Report via the CDFI Fund's Awards Management Information System (AMIS) once a year, three (3) months after their Period of Performance (BEA Program) end date or fiscal year end (CDFI, RRP, NACA and SDL Programs). Recipients respond to the questions by providing numerical figures, "yes" or "no" answers, or narrative responses, as appropriate. This report is used to determine Recipient compliance with the applicable performance goals in their Award or Assistance Agreement ("Agreement"), and to demonstrate how award funds are expended.

The CDFI Fund received a total of four (4) comments from two (2) organization on the Uses of Award Report data collection. The majority of the public comments received complimented the current version of the Uses of Award Report, and one recommended the CDFI Fund combine the Performance Progress Report and the Uses of Award Report into one data collection.

2. Method of collection and use of data

The CDFI Fund will collect the Uses of Award Report data on an annual basis according to the Recipient's fiscal year end, or Period of Performance end date. This data will be used to determine if a Recipient is in compliance with the applicable performance goals in their Agreement, and to demonstrate how award funds are expended.

3. Use of Information Technology

The CDFI Fund will collect information electronically and/or use online collaboration tools to reduce burden.

4. Efforts to identify duplication

The CDFI Fund has ensured no similar data is gathered or maintained by the CDFI Fund or are available from other sources known to the CDFI Fund. All of the information requested is required in order to determine if a Recipient is in compliance with the applicable performance goals in their Agreement, and to demonstrate how award funds are expended.

5. Impact on small entities

Small business or other small entities may be involved in these efforts; however, the CDFI Fund will minimize the burden on them by using the information collected under this clearance by sampling, asking for readily available information, and using short, easy-to-complete information collection instruments. This collection of information is not expected to have a significant impact on small entities because the data needed to complete the Uses of Award

Report is obtained from the standard accounting information that all entities use to complete end of year Financial Statement Audit Reports.

6. Consequences of less frequent collection and obstacles to burden reduction

The CDFI Fund cannot determine Recipient compliance with their Agreement(s), measure annual performance, or perform program evaluation without this annual collection of data.

7. Circumstances requiring special information collection

There are no special circumstances.

8. Consultation with Persons outside the Agency

Pursuant to the notice and request for comments published in the *Federal Register* on September 26, 2022, at 87 FR 58434, the CDFI Fund received detailed comments on or before November 26, 2022, from 2 organizations responding to the solicitation for a total of 4 unique comments. The majority of the public comments received complimented the current version of the Uses of Award Report, and one recommended the CDFI Fund combine the Performance Progress Report and the Uses of Award Report into one data collection. A response to the comments is included separately with this submission.

9. Provision of payment to respondents

No payments or gifts will be made to respondents.

10. Assurance of confidentiality

The CDFI Fund is subject to all Federal regulations with respect to confidentiality of information supplied in the annual compliance reports. Access to data submitted in response to this information collection will be limited to Recipients, and their designated representatives, CDFI Fund staff and, if applicable, designated contractors who are subject to all Federal regulations and have completed annual privacy and cybersecurity training.

11. Justification of sensitive questions.

No questions of a sensitive nature will be asked through this information collection. No personally identifiable information will be collected.

12. Estimate of the hour burden of information collection.

Estimated Annual Reporting Burden				
Type of Collection	Number of Respondents	Annual Frequency per Response	Hours per Response	Total Hours
CDFI Uses of Award Report	2502	1	.75	1877

13. Estimate of total annual cost burden to respondents

It is not expected that this information collection will have a cost burden to respondents other than the hour burden described in item number 12. The CDFI Fund estimates cost burden to be \$97,806, based on an estimated hour burden of 1,427 and a fully loaded wage rate for the

financial sector from the Bureau of Labor Statistics of \$68.54 an hour. The CDFI Fund notes that no purchases of equipment or services are required to complete the application.

14. Estimate of annualized cost to the Government

The cost to the federal government is the CDFI Fund staff time required to review data submitted for compliance and evaluation purposes and collect follow-up information from Award Recipients. The estimate of annualized cost to the federal government is \$163,007. The federal employee labor costs reflect loaded rates by GS level and based on an estimated 1,800 labor hours.

15. Any program changes or adjustments

While there are no substantive changes to the information requirements, the estimated time it takes to complete the Performance Progress Report has been reduced from 60 to 45 minutes per response, based on a revised assessment. There is also an increase in total burden due to a revised estimate of the number of Use of Award Report Forms being filed based on more recent data, including due to awards made under the Rapid Response Program.

16. Plans for information tabulation and publication

Although the Agency does not intend to publish its findings, the Agency may receive requests to release the information (e.g., congressional inquiry, Freedom of Information Act requests). The Agency will disseminate the findings when appropriate, strictly following the Agency's "Guidelines for Ensuring the Quality of Information Disseminated to the Public," and will include specific discussion of the limitations of the qualitative results discussed above.

17. Reasons for not displaying expiration date of OMB approval

The expiration date will be displayed.

18. Explanation of exceptions to certification statement

There are no exceptions to the certification statement.

B. Collections of Information Employing Statistical Methods

Not applicable as no statistical methods are being used.