

Title

The Environmental Protection Agency (EPA) requests renewal of control number 2060-0586 (ICR 2193.05): EPA's ENERGY STAR® Program in the Residential Sector (Renewal).

Short Characterization

ENERGY STAR® is a voluntary energy efficiency labeling and public outreach program aimed at forming public-private partnerships that prevent air pollution rather than control it after its creation. This ICR covers information collection activities under the ENERGY STAR program within the new residential construction and existing residential construction markets. ENERGY STAR promotes energy efficient new home construction and cost-effective energy efficiency improvements in existing homes.

Burden Hours and Cost Summary

As shown in Table 3, EPA estimates the total annual burden to respondents to be 208,824 hours and \$20,656,339. The total bottom-line burden to respondents over three years is estimated to be 626,472 hours and \$61,969,017.

TABLE 3
TOTAL ESTIMATED ANNUAL RESPONDENT BURDEN HOUR AND COST SUMMARY*

| Activity | Total Hours Per Year | Total Labor Costs Per Year | Total Capital Costs Per Year | Total O&M Costs Per Year | Total Cost Per Year |
|--|----------------------|----------------------------|------------------------------|--------------------------|---------------------|
| Joining the ENERGY STAR Program and Related Activities | 300 | \$34,878 | \$0 | \$0 | \$34,878 |
| Verification of ENERGY STAR Requirements | 207,887 | \$20,556,752 | \$0 | \$0 | \$20,556,752 |
| Evaluation | 20 | \$2,434 | \$0 | \$0 | \$2,434 |
| Periodic Reporting | 380 | \$38,247 | \$0 | \$0 | \$38,247 |
| ENERGY STAR Awards | 237 | \$24,028 | \$0 | \$0 | \$24,028 |
| Total | 208,824 | \$20,656,339 | \$0 | \$0 | \$20,656,339 |

*Table contains rounding

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.

Section 103(a) of the Clean Air Act authorizes EPA to establish "a national research and development program for the prevention and control of air pollution." As part of such a program, EPA is to "conduct and promote the coordination and acceleration of research, investigations, experiments,

demonstrations, surveys, and studies relating to the causes, effects (including health and welfare effects), extent, prevention and control of air pollution.” Section 103(a)(1).

In addition, as a component of the program, section 103(g) directs the Administrator to “conduct a basic engineering research and technology program to develop, evaluate, and demonstrate non-regulatory strategies and technologies for air pollution prevention.” The section calls on the Administrator to provide opportunities for industry, public interest groups, scientists, and other interested persons to participate in strategy development. Section 103(g) further directs EPA to include as elements in the program “improvements in non-regulatory strategies and technologies for preventing or reducing multiple air pollutants including sulfur oxides, nitrogen oxides, heavy metals, PM-10 (particulate matter), carbon monoxide, and carbon dioxide...” The strategies and technologies are to improve various air pollutant reduction and non-regulatory control strategies, including energy conservation.

The ENERGY STAR program relies on voluntary partnerships with stakeholders such as home builders, developers, Home Energy Raters, and utilities to promote energy efficient homes. The program assists them to build, certify, promote and incentivize homes that meet ENERGY STAR’s stringent energy efficiency requirements and helps them improve the efficiency of existing homes. The ENERGY STAR label on a home provides an easy way for consumers to identify energy-efficient homes that save money on utility bills and reduce air pollution. By using less energy, these homes help reduce energy demand, which in turn helps reduce air pollutants such as sulfur oxides and nitrogen oxides that are generated by fossil fuel-burning power plants. ENERGY STAR demonstrates that providing consumers with knowledge and information about energy efficiency and providing public recognition to partner organizations can be used as a non-regulatory strategy to prevent and reduce air pollution.

The information collection activities described in this ICR are necessary for EPA to track and assess the market for energy efficient homes. This allows EPA to establish cost-effective, above-code energy efficiency requirements, design public outreach programs and materials to fit the needs of its partners and their customers. It also allows EPA to provide public recognition and market differentiation to participating organizations. Because some of the collection activities involve small businesses, EPA will limit collection activities where a minimum amount of information is sufficient for EPA to complete its work.

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.

EPA uses information from organizations joining the program as partners to ascertain basic identification and contact information about them and to verify their commitment to the program and the proper use of the ENERGY STAR brand in promotional efforts. For example, ENERGY STAR uses its Partnership Agreement to enforce its brand identity guidelines, which describe how the ENERGY STAR name and logo can be used by partners in public outreach activities. In addition, EPA uses information from organizations joining the program for program implementation purposes, such as maintaining up-to-date public listings of active partners, their program activity and commitments.

For example, ENERGY STAR will display a list of currently active home builder partners on its public website. Further, EPA uses information from organizations involved in constructing, verifying, and incentivizing ENERGY STAR certified homes, and involved in installing energy efficiency improvements in existing homes, to evaluate and verify their program participation and accomplishments. For example,

EPA offers partners an opportunity to apply and display the ENERGY STAR label on homes if they meet certain energy performance criteria defined by EPA. To be approved to receive the ENERGY STAR label, homes must demonstrate that they meet specific energy efficiency requirements. Lastly, EPA uses information from organizations seeking public recognition for their support of ENERGY STAR. EPA recognition enhances the image of organizations as national leaders in residential energy efficiency.

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.

All submittals to EPA are conducted electronically. EPA will ensure the accuracy and completeness of collected information by reviewing each submittal. EPA may enter the information into a database and monitor the progress of participants in improving energy performance. While the database itself is not publicly available, information contained in the database is made publicly available at the stakeholder's choosing at www.energystar.gov/partnerlocator, which is a search tool that allows the general public to search for ENERGY STAR partners doing business within their geographic area. Please note that program participants can, at any time, opt in or out of having information displayed publicly.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.

The information collected under this ICR does not duplicate any information that is collected by any other federal agency or otherwise publicly available. Some of the activities listed in this ICR are performed through a collaborative process with the ENERGY STAR Residential Programs. This ICR (No. 2193) does not duplicate burdens estimated in the EPA's Indoor airPLUS Program ICR (No. 2763). Respondents would only need to respond to one program or the other, not both.

5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.

EPA expects that small businesses will participate in the ENERGY STAR program. EPA has designed its report forms to minimize respondent burden while obtaining sufficient and accurate information. In addition, the initial agreement to participate in the program is voluntary.

6. Describe the consequence to 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.

EPA has carefully considered the information collection burden imposed by the ENERGY STAR program. EPA is confident that those activities requested of respondents are necessary, and to the extent possible, the Agency has attempted to minimize the burden imposed. EPA believes strongly that, if the information collections in this ICR are not performed at the requested frequency, EPA's ability to

implement the ENERGY STAR program and the public's ability to benefit from the program's tools and resources could be hampered significantly.

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;
- requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;
- requiring respondents 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 three years;
- 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; requiring the use of a statistical data classification that has not been reviewed and approved by OMB;
- 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
- requiring respondents to submit proprietary trade secrets, 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.

Information collections performed under this clearance will follow all of OMB's General Guidelines regarding federal data collection.

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. 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. 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.

EPA published a Federal Register notice on April 18, 2023 (88 FR 23671). No comments on the ICR were received on this notice.

In March 2023, EPA contacted three partners to request their comments on key burden estimates and statements in this ICR. The purpose of the consultations was to determine if the burden

estimates (e.g., for completing a partnership agreement) should be updated or revised in preparing ICR 2193.05. EPA selected one home builder, one verification organization and one energy efficiency program sponsor partner. They represent the three main partnership programs available within the ENERGY STAR Residential Branch. The table below identifies the points of contact (POCs) and their organizations.

| Organization Name | Organization Type | Point of Contact (POC) | E-mail | Feedback Date |
|----------------------------|--|------------------------|---------------------------------|---------------|
| Beazer Homes | Home Builder | Brian Shanks | brian.shanks@beazer.com | 03/13/2023 |
| Southern Energy Management | Home Energy Rater | Taylor Fearington | tfearington@southern-energy.com | 03/13/2023 |
| Arizona Public Service | Energy Efficiency Program Sponsor (EEPS) | Cristen Burrell | cristen.burrell@aps.com | 03/13/2023 |

EPA provided a complete draft of the supporting statement to each organization for review and comment. In addition, EPA asked for responses to three questions. Following is a summary of EPA's questions, POCs' comments, and EPA's responses (e.g., if and how the Agency incorporated the comments into ICR 2193.05):

o Question 1: The ICR estimates that an organization applying for partnership with the ENERGY STAR Certified Homes program takes 20 minutes on average to read, complete and submit the online Partnership Agreement. Is this a reasonable estimate? If not, please briefly explain why and provide a more reasonable estimate.

o Comments: The three POCs agreed with EPA's estimate and did not raise any concerns.

o EPA Response: EPA thanked the POCs for their input. EPA did not revise its estimate for home builders and verification organizations. However, EPA notes that energy efficiency program sponsors complete the same Partnership Agreement across all ENERGY STAR programs (e.g., Products, Commercial & Industrial, Homes). ICR 1772, "Information Collection Activities Associated with EPA's ENERGY STAR Program in the Commercial and Industrial Sectors," (OMB Control 2060-0347) currently estimates burden for all energy efficiency program sponsors to complete a Partnership Agreement across all programs. EPA revised the hourly burden for a program sponsor to complete a Partnership Agreement in this ICR 2193.05 to be consistent with the corresponding burden in ICR 1772 and has ensured no duplication between the two ICRs in estimating program sponsors' collective burden, as discussed later in this document

o Question 2: The ICR estimates that a Rating Provider organization takes one hour on average to prepare and submit a quarterly report to ENERGY STAR using the Homes Online Submittal Tool (HOST). Is this a reasonable estimate? If not, please briefly explain why and provide a more reasonable estimate.

o Comments: Ms. Burrell responded that her organization is not a Rating Provider and is unsure how long it takes to submit a quarterly report to EPA. Mr. Fearrington and Mr. Shanks both responded that EPA's estimate is reasonable.

o EPA Response: EPA thanked the POCs for their input. EPA did not revise its estimate.

o Question 3: The ICR estimates that a partner with the ENERGY STAR Certified Homes program takes two hours on average to prepare and submit an application for an ENERGY STAR award using the online awards application and submittal process. Is this a reasonable estimate? If not, please briefly explain why and provide a more reasonable estimate.

o Comments: Ms. Burrell responded that her program implementation contractor spent approximately 25 hours in total to prepare and submit an application for a 2023 ENERGY STAR Partner of the Year Award for Energy Efficiency Program Delivery. Mr. Fearrington responded that, as a program implementation contractor working on behalf of an energy efficiency program sponsor, his organization spent eight hours to prepare and submit an application for a 2023 ENERGY STAR Partner of the Year Award for Energy Efficiency Program Delivery. Mr. Shanks responded that his organization can prepare and submit an application in two hours using minimal data but his organization spends about 12 hours in total to prepare and submit an application for ENERGY STAR Partner of the Year for New Home Builders.

o EPA Response: EPA thanked the POCs for their input. Based on the POCs' feedback, and anecdotal feedback obtained previously from other partners, EPA increased its estimate from two to three hours for home builders, developers and Home Energy Raters and Rating Providers to complete and submit an application, on average. EPA also increased its estimate to eight hours for energy efficiency program sponsors to complete and submit an application, on average.

9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.

No payment or gifts were provided to respondents.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy. If the collection requires a systems of records notice (SORN) or privacy impact assessment (PIA), those should be cited and described here.

Participation in the ENERGY STAR program is voluntary and may be terminated by participants or EPA at any time. If a claim of confidential business information (CBI) is asserted, EPA will manage that information in accordance with EPA's provisions on confidentiality. 40 CFR Part 2, Subpart B establishes EPA's general policy on the public disclosure of information and procedures for handling CBI claims.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. This justification 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.

No questions of a sensitive nature are asked of participants with ENERGY STAR.

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 differences 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.
- If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens.
- Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included under 'Annual Cost to Federal Government'.

This section describes the information collections under this ICR, including data items and respondent activities.

JOINING THE ENERGY STAR PROGRAM AND RELATED ACTIVITIES

Home Builders, Developers, Manufactured Home Plants, and Verification Organizations

Organizations in this category include:

- Home builders, including builders of traditional site-built homes such as large production home builders and custom home builders.
- Developers, including Multifamily High Rise (MFHR) developers.
- Manufactured home plants, including manufacturing plants that produce manufactured homes that, once fully constructed onsite, are eligible for the ENERGY STAR label.
- Verification organizations, including Home Energy Raters and Rating Providers, who are responsible for third-party verification that a home meets all of ENERGY STAR's stringent energy efficiency requirements.

These participants prepare and submit an online Partnership Agreement. In addition, when a home builder joins, it can commit to build all of its homes to be ENERGY STAR certified (i.e., a “100% commitment”). The builder must annually renew this commitment online. This additional commitments can be made within the online Partnership Agreement. To avoid duplication, this ICR (No. 2193) does not duplicate information collection efforts listed in the EPA’s Indoor airPLUS Program ICR (No. 2763). The respondent would only need to respond to one program or the other, not both.

Data Items

- A Partnership Agreement for Home Builder / Multifamily Developer / Factory Builder / Verification Organization.
- For home builders, selection of 100% commitment (an optional item) and annual renewal.

Respondent Activities

- To join ENERGY STAR, organizations are asked to complete and submit the Partnership Agreement online.
- Builder partners can select to renew their 100% commitment option online annually.

Energy Efficiency Program Sponsor (EEPS) Partners

Energy efficiency program sponsors (EEPS) are organizations, typically utility companies and national, regional, state, or local government entities or other organizations involved in coordinating and/or administering energy-efficiency programs, that promote ENERGY STAR. This includes Certified Homes EEPS, which are involved in coordinating and/or administering an energy-efficiency program that promotes ENERGY STAR certified homes. It also includes ENERGY STAR Verified HVAC Installation (ESVI) Program Sponsors, which consists of utilities, state and local agencies, and other organizations that sponsor and/or promote a program that verifies that HVAC contractors install heating and air conditioning equipment to meet American National Standards Institute (ANSI) approved quality installation standards and ESVI program requirements.

EEPS interested in joining ENERGY STAR are asked to complete and submit a Partnership Agreement and an Energy Efficiency Program Sponsor Participation Form. EEPS use the Program Participation Form to indicate which ENERGY STAR program areas they will promote. EEPS can choose to promote one or more programs (e.g., Commercial & Industrial, Homes, Products). EEPS can only use the ENERGY STAR name and logos to promote program areas that they select on the Participation Form. ESVI Program Sponsors also submit a program design plan to EPA. [Note: EPA ICR No. 1772 (OMB Control No. 2060-0347) consolidates the burden for all EEPS Partnership Agreements across all ENERGY STAR programs (e.g., C&I, Products). When ICR 1772 is renewed, EPA intends to move this consolidated burden to the Products ICR (EPA ICR No. 2078, OMB Control Number 2060-0528) because the Products program sees the greatest amount of EEPS partnering activity. To avoid duplication, this ICR (No. 2193) does not burden EEPS for their Partnership Agreements.]

Data Items

- Energy Efficiency Program Sponsor Partnership Agreement and Participation Form.

- A written program design proposal (ESVI Sponsors only) describing:
 - Program design and development;
 - Building consumer awareness and use of the ESVI brand;
 - Contractor development and oversight; and
 - Tracking and reporting.

Respondent Activities

- Complete and submit the Partnership Agreement and Participation Form; and
- Develop and submit a written program design proposal to EPA (ESVI Sponsors only).

Oversight Organizations

Oversight organizations include independent, third-party organizations recognized by EPA as having the necessary qualifications, capabilities, policies and infrastructure in place for developing, implementing and managing a quality assurance system to oversee the ENERGY STAR-related activities of verification organizations and other organizations who are responsible for verifying that ENERGY STAR's energy efficiency requirements have been met.

Organizations in this category include:

- Home Verification Organizations (HCOs), which oversee the ENERGY STAR-related activities of Home Energy Raters and Rating Providers in verifying that new homes meet ENERGY STAR requirements. HCOs submit an application to EPA to be recognized by EPA as being qualified to oversee the quality of verification services for ENERGY STAR certified homes.
- HVAC Quality Installation Training and Oversight Organizations (H-QUITOs), which are independent, third party oversight organizations that provide required oversight activities for HVAC contractors related to installing HVAC systems in ENERGY STAR certified homes that meet ENERGY STAR requirements. To demonstrate that they are qualified to oversee verification of contractors, these oversight organizations apply to be an H-QUITO with ENERGY STAR. Once approved, H-QUITOs provide credentials to HVAC contractors who want to install HVAC systems in ENERGY STAR certified homes as a condition of participating in the program.
- Multifamily High Rise Review Organizations (MROs), which are independent, third-party organizations responsible for reviewing and approving multifamily high rise project applications that are submitted by multifamily high rise developers who want their building projects to earn ENERGY STAR certification. These organizations submit an application to EPA to be recognized as an MRO.
- Quality Assurance Providers (QAPs), which act as third-party organizations that establish quality assurance criteria and processes for the oversight of manufactured home plants in their production of manufactured homes that are eligible for ENERGY

STAR certification. These organizations submit an application to EPA to be recognized as a QAP.

Oversight organizations do not join as ENERGY STAR partners but rather participate in the program by completing and submitting an application to EPA to request to be an EPA-recognized oversight organization. The application must describe the organization's ability to provide independent oversight over the ENERGY STAR-related activities of participating organizations, including, but not limited to, its criteria for determining whether a participating organization has the necessary training and capabilities, its plan for conducting quality assurance oversight activities of participating organizations, its dispute resolution process, and plans for data management and reporting.

Data Items

- An application that includes:
 - Organization's ability to provide independent oversight of ENERGY STAR-related activities of participating organizations.
 - Criteria for determining whether a participating organization has the necessary training and capabilities.
 - Plan for conducting quality assurance oversight activities of participating organizations.
 - Description of dispute resolution process.
 - Plan for data management and periodic reporting.
- A credentialing application from HVAC contractors (for H-QUITOs only).

Respondent Activities

- Complete and submit application materials to EPA; and
- Review and approve HVAC credentialing applications (H-QUITOs only).

HVAC Contractors

Similar to oversight organizations, HVAC contractors participating in ENERGY STAR programs are not ENERGY STAR partners and do not complete a Partnership Agreement. However, as part of their participation in the Certified Homes program, contractors seek industry credentials by submitting a credentialing application to H-QUITOs. As part of their participation in the ENERGY STAR Verified HVAC Installation (ESVI) program, contractors electronically complete and submit an ENERGY STAR logo use agreement to EPA, and complete and submit an ESVI program participation agreement with the ESVI Program Sponsor.

Data Items

- Credentialing application to H-QUITOs (for Certified Homes program only).
- ENERGY STAR logo use agreement to EPA (for ESVI program only).
- Participation agreement with ESVI Sponsor (for ESVI program only).

Respondent Activities

- o Complete and submit credentialing application to H-QUITOs;
- o Complete and submit an ENERGY STAR logo use agreement to EPA (for ESVI program); and
- o Complete and submit a program participation agreement with the ESVI Program Sponsor.

VERIFICATION OF ENERGY STAR REQUIREMENTS

Home Builders, MFHR Developers, Manufactured Home Plants

Home builders, MFHR developers, and manufactured home plants work with verification and oversight organizations to verify that the homes they construct will meet all of ENERGY STAR's energy efficiency requirements. This process entails the submittal of ENERGY STAR-specific information to verification and oversight organizations.

Home Builders

Data Items

- o HVAC Design Report (site-built homes).

Respondent Activities

- o Complete HVAC Design Report (for site-built homes).

Multifamily High Rise Developers

Developers must submit a MFHR Project Application for each multifamily high rise project they would like to have considered for ENERGY STAR certification. The Project Application is submitted to a Multifamily High Rise Review Organization (MRO) and includes basic information about the developer, the third-party Licensed Professional they have chosen to work with, and the building itself.

For each home design, multifamily high rise developers submit a Proposed Design Submittal (PDS) package to ensure that the project design meets program requirements and that they have been included in the construction documents. Upon completion of the construction phase, developers submit an As-Built Submittal (ABS) package to ensure that the energy conservation measures chosen by the design team are installed to specification. Both the PDS and the ABS must include the MFHR Testing and Verification Worksheets to document the energy efficiency features in the building in both the design and post-construction phases. Both the PDS and ABS must also include a performance path calculator to summarize modeling results pre- and post-construction, and the MFHR Submittal Validation Form to validate that all of the necessary program documentation is included in each submission. A photo template is also submitted as part of the ABS to visually validate that the completed building meets all of ENERGY STAR's requirements.

Data Items

- o A project application.
- o A Proposed Design Submittal, which includes:

- Performance Path Calculator.
- The Testing and Verification Worksheets.
- The ENERGY STAR Submittal Validation Form.
- o An As-Built Design Submittal, which includes:
 - Performance Path Calculator.
 - The Testing and Verification Worksheets.
 - Photo template.
 - The ENERGY STAR Submittal Validation Form.

Respondent Activities

- o Complete and submit the project application.
- o Complete and submit the Testing and Verification Worksheets (for design and construction phases).
- o Complete and submit Validation Form (for design and construction phases).
- o Complete and submit the Performance Path calculator (for design and construction phases).
- o Submit photo template (construction phase only).

Manufactured Home Plants

As part of the plant certification process, the plant is responsible for ensuring that ENERGY STAR requirements have been incorporated into the plant's home plan designs. In addition, the plant must complete a site installation checklist to verify that a home meets all ENERGY STAR requirements following final on-site installation. This checklist is completed by a plant representative and maintained on file by the plant. EPA does not provide or collect this checklist.

Data Items

- o Home plan designs that integrate ENERGY STAR requirements.
- o Site installation checklist including:
 - Contact information.
 - Verification that all ENERGY STAR construction requirements have been met, including:
 - Marriage line seal;
 - Tears in bottom board material repaired;
 - Exterior duct installation;
 - Field installed heat pump; and

- Basement heating.
- Confirmation of labeling.

Respondent Activities

- Integrate ENERGY STAR requirements into plant's home plan designs; and
- Complete site installation checklist.

Verification Organizations

Home Energy Raters and Rating Providers

Both Home Energy Raters and Home Energy Rating Providers perform verification services. These services consist of onsite diagnostic tests to measure the energy efficiency of homes. Home energy ratings are performed as part of a Rater's and Rating Provider's normal business process. For homes earning the ENERGY STAR label, Raters and Rating Providers must check some additional information about the homes that is not a routine part of conducting a home energy rating to verify that homes meet ENERGY STAR requirements. This is documented on two ENERGY STAR checklists by the Rater. Two additional ENERGY STAR checklists are completed by the HVAC designer and installer, respectively. All checklists are collected by the Rater and none are submitted to EPA.

Data Items

- Rater Design Review Checklist.
- Rater Field Checklist.
- HVAC Design Report.
- HVAC Commissioning Checklist.

Respondent Activities

- Complete the Rater Design Review Checklist.
- Complete the Rater Field Checklist.
- Collect the HVAC Design Report and HVAC Commissioning Checklist.

Energy Efficiency Program Sponsor (EEPS) Partners

ESVI Program Sponsors collect and review documentation from participating contractors that demonstrates that HVAC installation projects meet ESVI program requirements. They also keep track of ESVI installations in a database.

Data Items

- HVAC installation documentation.
- Database of ESVI installations.

Respondent Activities

- Collect and review installation documentation; and
- Enter ESVI installation information into database.

Oversight Organizations

Home Certification Organizations (HCOs)

As part of their quality assurance oversight responsibilities, HCOs must maintain an electronic method of identifying homes earning the ENERGY STAR label. HCOs also conduct periodic reviews of a sample of ENERGY STAR-related documentation. HCOs must also provide information to EPA, upon request, about quality assurance issues related to ENERGY STAR certified homes.

Data Items

- Electronic identification of homes earning the ENERGY STAR label.
- Documents from ENERGY STAR certification activities.
- Information about quality assurance issues and actions taken to resolve issues.

Respondent Activities

- Enter information into electronic database to designate homes that have earned the ENERGY STAR label;
- Perform periodic review of a sample of ENERGY STAR certification documentation; and
- Submit quality assurance-related information to EPA, upon request.

Quality Assurance Providers (QAPs)

A Quality Assurance Provider (QAP) collects information related to certifying a manufactured home plant. A manufactured home can earn the ENERGY STAR label by being produced in a manufacturing plant that has been certified by a QAP. Plant certification utilizes plant certifiers, who are accredited by the QAP to certify a manufacturing plant's ability to consistently produce and install ENERGY STAR certified manufactured homes. Plant certifiers are not ENERGY STAR partners. Plant certifiers complete a manufactured home plant certification form for each plant inspected to demonstrate that the plant is qualified to produce ENERGY STAR certified manufactured homes. This form is provided by and maintained by the QAP. EPA does not provide or collect this form. In addition, as part of their quality assurance oversight responsibilities, QAPs must maintain an electronic method of identifying homes earning the ENERGY STAR label. QAPs must also provide information to EPA, upon request, about quality assurance issues related to ENERGY STAR certified homes.

Data Items

- Manufactured home plant certification form, including:

- Contact information; and
- Verification of plant requirements to qualify for producing ENERGY STAR certified manufactured homes, including:
 - Method of compliance;
 - ENERGY STAR design features used;
 - Homes tested in plant;
 - Site installation checklist verified;
 - Homes tested in field; and
 - ENERGY STAR incorporated in routine operations.
- o Electronic identification of manufactured homes earning the ENERGY STAR label.
- o ENERGY STAR-related documents.
- o Information about quality assurance issues actions taken to resolve issues.

Respondent Activities

- o Complete and maintain a manufactured home plant certification form for each plant;
- o Enter information into electronic database to designate manufactured homes that have earned the ENERGY STAR label;
- o Perform periodic review of a sample of ENERGY STAR certification documentation; and
- o Submit quality assurance-related information to EPA, upon request.

HVAC Quality Installation Training and Oversight Organizations (H-QUITOs)

HVAC Quality Installation Training and Oversight Organizations (H-QUITOs) are independent, third party oversight organizations that provide required training and oversight activities for HVAC contractors in the installation of systems in ENERGY STAR certified homes. H-QUITOs offer credentials to HVAC contractors that ensure contractors have the required policies, procedures and equipment needed to properly install HVAC systems. Credentialing is required for contractors who install HVAC systems for ENERGY STAR certified homes. H-QUITO oversight activities include reviewing a sample of HVAC installation documentation, either electronically or through site visits. In addition, they also coordinate with EPA on issues related to quality assurance oversight, as needed.

Data Items

- o HVAC installation documentation.
- o Information about quality assurance issues and actions taken to resolve issues.

Respondent Activities

- Perform quality assurance reviews on a sample of HVAC installation documentation;
- Enter ESVI installation information in database; and
- Submit quality assurance-related information to EPA, upon request.

Multifamily High Rise Review Organizations (MROs)

MROs review and approve project application and supporting materials submitted by MFHR developers, as well as handle questions about ENERGY STAR requirements from developers. They also coordinate with EPA on issues related to quality assurance oversight, as needed, as well as keep track of projects in a database.

Data Items

- MFHR project application.
- A Proposed Design Submittal, which includes:
 - Performance Path Calculator.
 - The Testing and Verification Worksheets.
 - The ENERGY STAR Submittal Validation Form.
- An As-Built Design Submittal, which includes:
 - Performance Path Calculator.
 - The Testing and Verification Worksheets.
 - Photo template.
 - The ENERGY STAR Submittal Validation Form.

Respondent Activities

- Review and approve MFHR project application;
- Review and approve Proposed Design Submittal;
- Review and approve As-Built Design Submittal;
- Respond to questions from MFHR developers;
- Enter ENERGY STAR MFHR project information into a database; and
- Submit quality assurance-related information to EPA, upon request.

HVAC Contractors

HVAC contractors are asked to complete an HVAC Commissioning checklist to verify the installation of each HVAC system in a site-built ENERGY STAR certified home. For some systems, HVAC contractors also complete the HVAC Design Report. Both of these documents are provided to the Rater. HVAC contractors participating in an ESVI program document that the installation project meets ESVI program requirements.

Data Items

- HVAC Design Report.
- HVAC Commissioning Checklist.
- HVAC installation documentation (for ESVI).

Respondent Activities

- Complete an HVAC Design Report and submit to Rater;
- Complete an HVAC Commissioning Checklist and submit to the Rater; and
- Complete HVAC installation documentation and submit to the ESVI Sponsor.

EVALUATION

EPA will use information collected from partners and other program participants to provide current information to the public regarding energy efficiency incentives offered by energy efficiency program sponsors (EEPS), as well as to ensure that ENERGY STAR's energy efficiency requirements deliver meaningful, above-code energy savings and are cost-effective. EPA may also collect feedback from partners and others in the new home construction and home improvement sectors to evaluate the impact of ENERGY STAR on the building, selling, and promotion of energy efficient new homes and on energy efficient improvements to existing homes.

Data Items

- Verbal or written responses to EPA's questions or feedback requests regarding:
 - Current energy efficiency incentives offered by EEPS.
 - ENERGY STAR's energy efficiency requirements.
 - ENERGY STAR's impact on the market for energy efficient new and existing homes.

Respondent Activities

- Partners and other industry stakeholders may provide verbal or written responses to EPA questions or feedback requests.

PERIODIC REPORTING

EPA asks partners to send periodic updates, usually annually and/or quarterly, on activities and accomplishments under the program. EPA will use this information to ensure that partners are meeting their program commitments. For example, EPA collects basic information each calendar quarter about

the number of ENERGY STAR certified homes that have been built by home builders and verified by Home Energy Raters. EPA also uses this information to keep the public informed about partners and their current level of program activity. In addition, EPA uses this information to estimate the ENERGY STAR program's impact on energy consumption and pollution reduction. Further, EPA uses this information to identify partners whose level of program support is deserving of special recognition.

Data Items

- A quarterly report aggregating the number of:
 - ENERGY STAR certified homes (for Rating Providers, QAPs).
 - ENERGY STAR certified MFHR units (for MROs).
 - HVAC systems installed under the ESVI program (for ESVI EEPS).
- An annual update (all oversight organizations and ESVI EEPS) summarizing program participation activities and accomplishments, including:
 - Program administration;
 - Quality assurance; and
 - Dispute resolution activities.

Respondent Activities

- Rating Providers, QAPs, MROs and ESVI EEPS electronically prepare and submit quarterly reports to EPA.
- HCOs, QAPs, MROs, H-QUITOs, and ESVI EEPS prepare and submit annual update to EPA.

ENERGY STAR AWARDS

Organizations interested in receiving recognition for their efforts in building, certifying, and/or sponsoring ENERGY STAR certified homes may submit an application for an ENERGY STAR award. These awards are given out annually by EPA during the annual ENERGY STAR awards ceremony. EPA currently issues awards to ENERGY STAR Certified Homes program partners, which includes home builders, multifamily high rise developers, verification organizations, and energy efficiency program sponsors.

Data Items

- Information provided electronically by home builders and developers:
 - General information (e.g., contact information, address, signed/dated).
 - Description of the following:
 - Outreach activities (e.g., promoting ENERGY STAR on website);
 - Training activities (e.g., training construction staff on ENERGY STAR construction features);
 - Quality and cost control improvements (e.g., decrease in warranty claims); and
 - Use of innovative technology (e.g., use of LED lighting).

- Supplemental documentation (optional) to accompany the application. This may include, but is not limited to, examples of sales and marketing collateral, copies of sales training materials, screen captures of the company website, etc.
- Information provided electronically by verification organizations:
 - General information (e.g., contact information, address, signed/dated).
 - Description of the following:
 - Recruitment activities (e.g., recruitment of new builders);
 - Technical support (e.g., providing technical assistance to builders);
 - Innovation (e.g., improvements to verification process); and
 - Outreach activities (e.g., educating real estate professionals about ENERGY STAR certified homes).
- Information provided electronically by energy efficiency program sponsors:
 - General information (e.g., contact information, address, signed/dated).
 - Description of the following:
 - Program design (e.g., strategy for overcoming market barriers);
 - Outreach activities (e.g., incorporation of ENERGY STAR brand in consumer education materials); and
 - Market effects (e.g., energy savings achieved through ENERGY STAR incentive programs).

Respondent Activities

- Organizations complete and submit the application online, including supplemental materials.

Collection Schedule

All information collection activities described in this ICR are either a one-time collection, occur annually, quarterly, or on an as-needed basis.

Estimating Respondent Burden

Exhibits 1 through 5 estimate the annual respondent burden hours for information collection activities associated with the ENERGY STAR program in the certified homes and existing homes sectors.

Estimating Respondent Costs

Exhibits 1 through 5 present the annual respondent costs for information collection activities associated with the ENERGY STAR program in the certified homes and existing homes sectors. Specific cost assumptions are discussed below.

Estimating Labor Costs

The labor rates used to estimate costs to respondents were obtained from the U.S. Bureau of Labor Statistics (BLS). Specifically, EPA updated the labor rates in the 2023 ICR using the BLS “Employment Cost Index: Continuous Dataset. Employment Cost Index for total compensation, by occupational group and industry — Private Industry Workers.” Rates are current as of the beginning of 2023. Rates reflect the cost of overhead and fringe benefits where appropriate. EPA estimates an average respondent hourly labor rate (hourly plus overhead and fringe) of \$199.58 for legal staff, \$144.35 for managerial staff, \$99.03 for technical staff, and \$49.86 for clerical staff.

Estimating the Respondent Universe

In this section, EPA describes its estimates of the number of respondents carrying out the information collections under the ENERGY STAR program in the certified homes and existing homes sectors. In developing its estimates, EPA referred to its partnership database (e.g., ESConnect) and other documentation to understand historical trends in the number of new and existing respondents. Based on its analyses, EPA has estimated the average number of new and active (i.e., existing) respondents for each of the information collections over the next three years. As shown in Table, 1, EPA estimates 613 new and 2,068 active participants under the program on average annually over the next three years. These estimates are discussed in the remainder of this section and reflected in Exhibits 1 through 5.

Table 1. Number of New and Active Program Participants*

| Respondent Category | New | Active |
|---|------------|---------------|
| Home Builders, MFHR Developers, Manufactured Home Plants | | |
| Home Builders | 550 | 1,400 |
| MFHR Developers | 20 | 210 |
| Manufactured Home Plants | 5 | 45 |
| Subtotal | 575 | 1,655 |
| Verification Organizations | | |
| Raters | 35 | 319 |
| Providers | 2 | 85 |
| Subtotal | 37 | 404 |
| Energy Efficiency Program Sponsors | | |
| Homes Program EEPS | 2 | 112 |
| ESVI Program EEPS | 1 | 5 |
| Subtotal | 3 | 117 |
| Oversight Organizations | | |
| Home Certification Organizations (HCOs) | 0.33 | 1.33 |
| HVAC Quality Installation Training and Oversight Organizations (H-QUITOs) | 0 | 2 |
| Multifamily High Rise Review Organizations (MROs) | 1 | 4 |
| Quality Assurance Providers (QAPs) | 0 | 2 |
| Subtotal | 1.33 | 9.33 |
| HVAC Contractors | | |
| HVAC Contractors Credentialed for ESCH | 100 | 1,000 |
| HVAC Contractors Participating in ESVI | 6 | 40 |
| Subtotal | 106 | 1,040 |
| Respondents to EPA Evaluations | | |
| Partners | 0 | 5 |
| Industry Professionals | 0 | 5 |
| Subtotal | 0 | 10 |
| Total | 613 | 2,068 |

JOINING THE ENERGY STAR PROGRAM AND RELATED ACTIVITIES (EXHIBIT 1)

Home Builders, MFHR Developers, Manufactured Home Plants and Verification Organizations

EPA estimates that, during the three-year life of this ICR, on average, 575 home builders will complete and submit the online Partnership Agreement to EPA each year. EPA estimates that 14% of these home builders, or 80 home builders, on average will choose the 100% commitment on their Partnership Agreement each year and that all of these home builders renew their 100% commitment annually. EPA also estimates that, on average, 20 multifamily high rise developers will submit a Partnership Agreement to EPA each year. In addition, EPA estimates that, on average, no more than five manufactured home plants each year will complete and submit an online Partnership Agreement. Further, EPA estimates that 37 verification organizations (Home Energy Raters and Rating Providers) will submit an online Partnership Agreement, on average, each year.

Energy Efficiency Program Sponsors (EEPS)

EEPS are given the opportunity to join one or more programs within ENERGY STAR when they complete and submit their Partnership Agreement (e.g., C&I, Products). EPA ICR No. 1772 (OMB Control No. 2060-0347) consolidates the burden for all EEPS Partnership Agreements across all ENERGY STAR programs (e.g., C&I, Products). When ICR 1772 is renewed, EPA intends to move this consolidated burden to the Products ICR (EPA ICR No. 2078, OMB Control Number 2060-0528) because the Products program sees the greatest amount of EEPS partnering activity. To avoid duplication, this ICR (No. 2193) does not burden EEPS for their Partnership Agreements.

Under the ENERGY STAR Verified HVAC Installation (ESVI) program, EPA estimates that one energy efficiency program organization will submit a program design proposal for EPA review on average each year.

Oversight Organizations

Home Certification Organizations (HCOs)

EPA estimates that, on average, one new HCO application will be submitted to EPA during the three-year life of this ICR. Note: Exhibit 1 annualizes this one applicant over the three-year life of this ICR to estimate 0.33 applicants/year.

HVAC Quality Installation Training and Oversight Organizations (H-QUITOs)

EPA estimates that no new H-QUITO will apply to the program during the three-year life of this ICR, on average. EPA estimates that, on average, each of the two H-QUITOs currently participating in the program will receive 130 credentialing applications from HVAC contractors annually.

Multifamily High Rise Organizations (MROs)

EPA estimates that one new MRO will apply each year during the three-year life of this ICR, on average.

Quality Assurance Providers (QAPs)

EPA estimates that no new QAPs will submit an application to EPA during the three-year life of this ICR, on average.

HVAC Contractors

EPA estimates that, on average, 100 contractors will submit a credentialing application to an H-QUITO annually during the three-year life of this ICR. EPA also estimates that, as part of their participation in the ENERGY STAR Verified HVAC Installation (ESVI) program, 6 contractors submit an online logo use agreement to EPA annually and submit an ESVI program participation agreement to an ESVI program Sponsor annually.

VERIFICATION OF ENERGY STAR GUIDELINES (EXHIBIT 2)

Home Builders, MFHR Developers, Manufactured Home Plants

Home Builders (Site-Built Homes)

The following four checklists are completed for a home to earn the ENERGY STAR label: Rater Design Review Checklist, Rater Field Checklist, HVAC Design Report and HVAC Commissioning Checklist. EPA estimates that, on average, 25% of all HVAC Design Reports that are completed during the three-year life of this ICR are completed by the home builder (75% are completed by the HVAC contractor). EPA estimates that home builders apply one HVAC design to multiple home plans and that one HVAC Design Report is completed for every seven site-built certified homes. Given that EPA estimates there will be a total of 100,000 site-built certified homes annually, EPA estimates there will be 14,286

(100,000/7=14,286) total HVAC Design Reports completed annually, and that 25% (3,572) of these will be completed by the builder.

Multifamily High Rise Developers

EPA estimates that, on average, 20 new multifamily high rise development project applications will be submitted by developers annually during the three-year life of this ICR. EPA also estimates that each project application submitted annually will be accompanied by two Testing & Verification worksheets (design and construction phases), two Submittal Validation forms (design and construction phases), two performance path calculators (design and construction phases) and a photo template (construction phase only).

Manufactured Home Plants

EPA estimates that, during the three-year life of this ICR, five plants will become certified by incorporating ENERGY STAR design details into their home plans each year, on average. EPA estimates that 4,000 manufactured homes will earn the ENERGY STAR on average annually; therefore, there will be 4,000 site installation checklists completed annually by a plant representative when these homes are inspected onsite.

Verification Organizations

Home Energy Raters

EPA estimates that, on average, 100,000 site-built homes (e.g., single-family and low-rise multifamily homes) will earn ENERGY STAR certification annually during the three-year life of this ICR. EPA also estimates that 90%, or 90,000 of these homes, will be certified via individual home energy ratings using the ENERGY STAR checklists. EPA estimates that the remaining 10% (10,000) represent production homes that share similar floor plans, equipment and other characteristics that will be certified collectively using an analytical sampling protocol developed by the home energy rating industry. Of these 10,000 certified production homes, one in seven is individually certified; therefore, 1,429 of the 10,000 certified production homes ($10,000 / 7 = 1,429$) are individually certified. This means that EPA estimates a total of 91,429 ($90,000+1,429$) individually certified homes and 8,571 homes certified collectively through sampling each year.

There are four checklists used to certify a site-built home for the ENERGY STAR label: Rater Design Review Checklist, Rater Field Checklist, HVAC Design Report, and HVAC Commissioning Checklist. Raters complete the Rater Design Review Checklist and the Rater Field Checklist. Raters collect the HVAC Design Report from HVAC contractors and home builders and the HVAC Commissioning Checklist from the HVAC contractor.

EPA estimates that Raters complete one Rater Design Review Checklist for each HVAC Design Report. Since EPA estimates there will be 14,286 HVAC Design Reports (one for every seven certified homes) completed by builders and HVAC contractors and collected by Raters annually, EPA estimates Raters will complete 14,286 Rater Design Review Checklists and collect 14,286 HVAC Design Reports annually. EPA also estimates Raters will complete one Rater Field Checklist for each individually certified home (90,000) and will collect one HVAC Commissioning Checklist per certified home (100,000).

Refer to Table 2 and the associated text, below, for additional information on these estimates.

Table 2. Estimated Annual Number of Site-built ENERGY STAR Certified Homes

| Certification | Annual No. of Homes | No. of Rater Design Review | No. of Rater Field | No. of HVAC Design | No. of HVAC Commissioning |
|---------------|---------------------|----------------------------|--------------------|--------------------|---------------------------|
|---------------|---------------------|----------------------------|--------------------|--------------------|---------------------------|

| Method | Certified | Checklists Completed*** | Checklists Completed | Reports**** | Checklists |
|------------------------------|-----------|-------------------------|----------------------|-------------|------------|
| Individually Certified Homes | 91,429 | 13,061 | 91,429 | 13,061 | 91,429 |
| Homes Certified via Sampling | 8,571 | 204 | 0 | 1,224 | 8,571 |
| Total | 100,000 | 13,265 | 91,429 | 14,286 | 100,000 |

* Includes 1,429 individually certified homes from sampling protocol.

** Includes homes collectively certified via sampling.

*** Assumes an average of one Rater Design Checklist for every seven certified homes.

**** Assumes an average of one HVAC Design Report for every seven certified homes.

Energy Efficiency Program Sponsor (EEPS) Partners

To verify that HVAC systems have been installed correctly by contractors, ESVI Program Sponsors conduct periodic reviews of installation documentation. EPA estimates that, on average, there will be five participating ESVI Program Sponsors annually during the three-year life of this ICR and that each ESVI Program Sponsor will conduct one document review annually. EPA also estimates that each ESVI Program Sponsor will enter ESVI program-related information into a tracking database.

Oversight Organizations

Home Certification Organizations (HCOs)

EPA estimates that, on average, there will be 1.33 participating HCOs annually during the three-year life of this ICR. EPA estimates that, on average, each HCO conducts one periodic review of ENERGY STAR-related documentation annually. Each HCO also maintains ENERGY STAR-related information in a database. EPA also estimates that, on average, each HCO coordinates with EPA four times a year to resolve ENERGY STAR-related verification issues.

Quality Assurance Providers (QAPs)

EPA estimates that, on average, two QAPs will participate annually during the three-year life of this ICR and that each QAP will conduct one review of ENERGY STAR-related documentation each year. EPA also estimates that, on average, each QAP will certify five manufacturing plants each year. EPA also estimates that each QAP will coordinate with EPA four times a year to resolve issues related to ENERGY STAR requirements.

HVAC Quality Installation Training and Oversight Organizations (H-QUITOs)

EPA estimates that, on average, there will be two H-QUITOs participating each year during the three-year life of this ICR. To ensure that HVAC systems are properly installed and tested by contractors, EPA estimates that each H-QUITO will perform one periodic, random review of ENERGY STAR-related documentation on average, annually. Each H-QUITO will also enter ENERGY STAR-related information into a database four times a year, on average. EPA also estimates that, on average, each H-QUITO will coordinate with EPA four times annually to resolve ENERGY STAR-related issues.

Multifamily High Rise Organizations (MROs)

EPA estimates that, on average, four MROs will participate each year during the three-year life of this ICR. EPA estimates that combined, MROs will receive and review a total of 20 project application packages annually. EPA also estimates that an MRO will assist developers five times a year and will coordinate with EPA to resolve ENERGY STAR-related issues three times a year.

HVAC Contractors

EPA estimates that, on average, there will be 1,000 HVAC contractors credentialed for HVAC installations in ENERGY STAR certified homes each year, and 40 contractors participating in the ESVI program each year during the three-year life of this ICR. EPA estimates that, on average, HVAC contractors will complete 9,643 HVAC Design Reports and 90,000 HVAC Commissioning Checklists annually for ENERGY STAR certified homes. EPA also estimates that contractors participating in the ESVI program will submit installation documentation to ESVI Sponsors a total of 25 times annually.

EVALUATION (EXHIBIT 3)

EPA estimates that, on average, it will seek feedback from partners and other home industry professionals a total of ten times annually regarding ENERGY STAR's technical requirements, its policy and program initiatives and resources, and partners' level of participation in the program.

PERIODIC REPORTING (EXHIBIT 4)

Verification Organizations

EPA estimates that, on average, there will be 85 Rating Providers participating in the ENERGY STAR program annually during the three-year life of this ICR, and each Provider will submit four quarterly reports to EPA each year.

Energy Efficiency Program Sponsors

EPA estimates that, on average, there will be five ESVI Program Sponsors in existence annually during the three-year life of this ICR, and that each ESVI Program Sponsor will submit four quarterly reports to EPA and one annual update to EPA each year.

Oversight Organizations

Home Certification Organizations (HCOs)

EPA estimates that 1.33 HCOs will submit an annual program update each year.

Quality Assurance Providers (QAPs)

EPA estimates that, on average, each QAP will submit four quarterly reports to EPA each year and one annual update to EPA each year during the three-year life of this ICR.

Multifamily High Rise Organizations (MROs)

EPA estimates that, on average, each MRO will submit four quarterly reports to EPA each year and one annual update to EPA each year during the three-year life of this ICR.

HVAC Quality Installation Training and Oversight Organizations (H-QUITOs)

EPA estimates that, on average, there will be two H-QUITOs in existence each year during the three-year life of this ICR, and that each will submit one annual update to EPA each year.

ENERGY STAR AWARDS (EXHIBIT 5)

Based on previous award applications received, EPA estimates that, on average, 180 home builder partners, three multifamily high rise developers, 10 verification organizations, and 18 Program Delivery (EES) partners will apply for an ENERGY STAR award each year.

Exhibit 1

Estimated Annual Respondent Burden and Cost

ENERGY STAR Homes Program: Joining the ENERGY STAR Program and Related Activities*

| Information Collection Activity | Hours and Costs Per Respondent** | | | | | | | | Total Hours and Costs | | | | | |
|---|----------------------------------|------------|-----------|----------|--------------------------|-----------------------|----------------------------------|---------------------|----------------------------|-------------------|-----------------------|---------------------------|-----------------------|-----------------|
| | Legal | Managerial | Technical | Clerical | Respond. Hours/ Activity | Labor Costs/ Activity | Capital Startup Costs / Activity | O&M Costs/ Activity | No. of Respond. Activities | Total Hours/ Year | Total Labor Cost/Year | Total Annual Capital Cost | Total Annual O&M Cost | Total Cost/Year |
| Home Builders, Multifamily High Rise (MFHR) Developers, Manufactured Home Plants, Verification Organizations | | | | | | | | | | | | | | |
| Complete and submit online Partnership Agreement to EPA | 0.00 | 0.33 | 0.00 | 0.00 | 0.33 | \$47.64 | \$0.00 | \$0.00 | 5,004 | 1,651.32 | \$238,390.56 | \$0.00 | \$0.00 | \$238,390.56 |
| Select and annually renew 100% commitment online | 0.00 | 0.08 | 0.00 | 0.00 | 0.08 | \$11.55 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Subtotal | 0.00 | varies | varies | varies | varies | varies | \$0.00 | \$0.00 | varies | 1,651.32 | \$238,390.56 | \$0.00 | \$0.00 | \$238,390.56 |
| Energy Efficiency Program Sponsors (EEPS) | | | | | | | | | | | | | | |
| <i>Certified Homes Program EEPS</i> | | | | | | | | | | | | | | |
| Complete and submit Partnership Agreement and Participation Form to EPA | 0.50 | 0.25 | 0.75 | 0.08 | 1.58 | \$214.14 | \$0.00 | \$0.00 | 4 | 6.32 | \$856.56 | \$0.00 | \$0.00 | \$856.56 |
| <i>ENERGY STAR HVAC Verified Installation (ESVI) Program Sponsors</i> | | | | | | | | | | | | | | |
| Complete and submit Partnership Agreement and Participation Form to EPA | 0.50 | 0.25 | 0.75 | 0.08 | 1.58 | \$214.14 | \$0.00 | \$0.00 | 5 | 7.90 | \$1,070.70 | \$0.00 | \$0.00 | \$1,070.70 |
| Prepare and submit program design proposal to EPA | 0.00 | 1.00 | 1.00 | 1.00 | 3.00 | \$293.24 | \$0.00 | \$0.00 | 5 | 15.00 | \$1,466.20 | \$0.00 | \$0.00 | \$1,466.20 |
| Subtotal | 0.00 | varies | varies | varies | varies | varies | \$0.00 | \$0.00 | varies | 29.22 | 3,393.46 | 0.00 | 0.00 | 3,393.46 |
| Oversight Organizations | | | | | | | | | | | | | | |
| <i>Home Certification Organizations (HCOs)</i> | | | | | | | | | | | | | | |
| Complete and submit application to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 0.00 | 0.66 | \$67.32 | \$0.00 | \$0.00 | \$67.32 |
| <i>HVAC Quality Installation Training and Oversight Organizations (H-QUITOs)</i> | | | | | | | | | | | | | | |
| Complete and submit application to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 5 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Review and approve HVAC contractor credentialling applications | 0.00 | 0.25 | 0.00 | 0.00 | 0.25 | \$36.09 | \$0.00 | \$0.00 | 5 | 32.50 | \$3,932.50 | \$0.00 | \$0.00 | \$3,932.50 |
| <i>Multifamily High Rise (MFHR) Review Organizations (MROs)</i> | | | | | | | | | | | | | | |
| Complete and submit application to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 5 | 2.00 | \$204.01 | \$0.00 | \$0.00 | \$204.01 |
| <i>Quality Assurance Providers (QAPs)</i> | | | | | | | | | | | | | | |
| Complete and submit application to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Subtotal | 0.00 | varies | varies | varies | varies | varies | \$0.00 | \$0.00 | varies | 35.16 | \$4,203.83 | \$0.00 | \$0.00 | \$4,203.83 |

Exhibit 1 - Continued

| HVAC Contractors | | | | | | | | | | | | | | |
|---|------|--------|--------|--------|--------|---------|--------|--------|--------|--------|-------------|--------|--------|-------------|
| Complete and submit ENERGY STAR Homes credentialing application to H-QUITOs | 0.00 | 0.00 | 0.25 | 0.00 | 0.25 | \$24.76 | \$0.00 | \$0.00 | 18 | 32.50 | \$2,697.50 | \$0.00 | \$0.00 | \$2,697.50 |
| Complete and submit online ESVI logo use agreement to EPA | 0.00 | 0.00 | 0.08 | 0.00 | 0.08 | \$7.92 | \$0.00 | \$0.00 | 3 | 0.64 | \$53.12 | \$0.00 | \$0.00 | \$53.12 |
| Complete and submit an ESVI program participation agreement to ESVI EEPS | 0.00 | 0.00 | 0.08 | 0.00 | 0.08 | \$7.92 | \$0.00 | \$0.00 | 3 | 0.64 | \$53.12 | \$0.00 | \$0.00 | \$53.12 |
| Subtotal | 0.00 | varies | varies | varies | varies | varies | \$0.00 | \$0.00 | varies | 33.78 | \$2,803.74 | \$0.00 | \$0.00 | \$2,803.74 |
| TOTAL | 0.00 | varies | varies | varies | varies | varies | \$0.00 | \$0.00 | varies | 300.24 | \$34,877.66 | \$0.00 | \$0.00 | \$34,877.66 |

* Partnership with ENERGY STAR is completely voluntary and can be terminated for no reason by the respondent.

** EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs per respondent under an information collection vary among the respondents.

Exhibit 2

Estimated Annual Respondent Burden and Cost

ENERGY STAR Homes Program: Verification of ENERGY STAR Requirements*

| Information Collection Activity | Hours and Costs Per Respondent** | | | | Total Hours and Costs | | | | | |
|---|----------------------------------|-----------------------|----------------------------------|---------------------|----------------------------|-------------------|-----------------------|---------------------------|-----------------------|-----------------|
| | Respond. Hours/ Activity | Labor Costs/ Activity | Capital Startup Costs / Activity | O&M Costs/ Activity | No. of Respond. Activities | Total Hours/ Year | Total Labor Cost/Year | Total Annual Capital Cost | Total Annual O&M Cost | Total Cost/Year |
| Home Builders, Multifamily High Rise (MFHR) Developers, Manufactured Home Plants | | | | | | | | | | |
| <i>Site-Built Home Builders</i> | | | | | | | | | | |
| Complete and submit HVAC Design Report to Rater | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <i>MFHR Developers</i> | | | | | | | | | | |
| Complete and submit project application to MRO | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete and submit the Testing and Verification Worksheets to MRO | 8.00 | \$792.24 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete and submit the Submittal Validation form to MRO | 0.17 | \$16.84 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete and submit performance path calculator to MRO | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete and submit the photo template to MRO | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <i>Manufactured Home Plants</i> | | | | | | | | | | |
| Integrate ENERGY STAR standards into home plan designs | 2.00 | \$198.06 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete and retain site installation checklist | 0.66 | \$57.49 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Subtotal | varies | varies | \$0.00 | \$0.00 | varies | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Verification Organizations | | | | | | | | | | |
| <i>Home Energy Raters</i> | | | | | | | | | | |
| For Traditional Site-Built Homes: Individually Rated | | | | | | | | | | |
| Complete Rater Design Review Checklist | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete Rater Field Checklist | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Review and Collect HVAC Design Report and HVAC Commissioning Checklist from Builder and HVAC Contractor | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| For Traditional Site Built Homes: Collectively Rated | | | | | | | | | | |
| Complete Rater Design Review Checklist | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete Rater Field Checklist | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Review and Collect HVAC Design Report and HVAC Commissioning Checklist from Builder and HVAC Contractor | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Exhibit 2 - Continued

| Energy Star HVAC Verified Installation (ESVI) Sponsors | | | | | | | | | | |
|--|--------|----------|--------|--------|--------|------|--------|--------|--------|--------|
| Collect and conduct periodic review of installation documentation | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Enter ESVI installation information into database | 0.25 | \$24.76 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Subtotal | varies | varies | \$0.00 | \$0.00 | varies | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Oversight Organizations | | | | | | | | | | |
| <i>Home Certification Organizations (HCOs)</i> | | | | | | | | | | |
| Enter Energy Star information in database | 0.25 | \$24.76 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Perform periodic review of Energy Star documentation | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Submit QA information to EPA, as needed | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <i>Quality Assurance Providers (QAPs)</i> | | | | | | | | | | |
| Complete and retain manufactured home plant certification form | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Enter Energy Star Homes in database | 0.25 | \$24.76 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Perform periodic review of Energy Star documentation | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Submit QA information to EPA, as needed | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <i>HVAC Quality Installation Training and Oversight Organizations (H-QUITOs)</i> | | | | | | | | | | |
| Perform periodic review of Energy Star documentation | 1.00 | \$99.03 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Enter ESVI installation information in database | 0.25 | \$24.76 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Submit QA information to EPA, as needed | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <i>Multifamily High Rise Review Organizations (MROs)</i> | | | | | | | | | | |
| Review and approve project applications | 0.25 | \$24.76 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Review and approve Proposed Design Submittal | 8.00 | \$792.24 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Review and approve As-Built Design Submittal | 6.00 | \$594.18 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Assist developers with questions | 2.00 | \$198.06 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Enter Energy Star MFHR information into database | 0.25 | \$24.76 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Submit QA information to EPA, as needed | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Subtotal | varies | varies | \$0.00 | \$0.00 | varies | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Exhibit 2 - Continued

| HVAC Contractors | | | | | | | | | | |
|--|--------|---------|--------|--------|--------|------|--------|--------|--------|--------|
| Complete HVAC Design Report and provide to Rater | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete HVAC Commissioning Checklist and provide to Rater | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Complete and submit ESVI documentation to ESVI sponsor | 0.50 | \$49.52 | \$0.00 | \$0.00 | 0.00 | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Subtotal | varies | varies | \$0.00 | \$0.00 | varies | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL | varies | varies | \$0.00 | \$0.00 | varies | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

* Partnership with ENERGY STAR is completely voluntary and can be terminated for no reason by the respondent.

** EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs per respondent under an information collection vary among the respondents.

Exhibit 3

Estimated Annual Respondent Burden and Cost

ENERGY STAR Homes Program: Evaluation*

| Information Collection Activity | Hours and Costs Per Respondent** | | | | | | | | Total Hours and Costs | | |
|--|----------------------------------|------------------------|----------------------|---------------------|----------------------------|-------------------------|-------------------------------------|---------------------------|----------------------------------|----------------------|-----------------|
| | Legal \$199.58 | Managerial \$144.35 | Technical \$99.03 | Clerical \$49.86 | Respond. Hours/Activity | Labor Costs/Activity | Capital Startup Costs / Activity | O&M Costs/ Activity | No. of Respond. Activities | Total Hours/ Year | Total Cost/Year |
| Partners and Other Home Industry Professionals | | | | | | | | | | | |
| Respond to EPA questions and requests - Partners | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 5 | 10.00 | \$1,216.90 |
| Respond to EPA questions and requests - Industry Professionals | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 5 | 10.00 | \$1,216.90 |
| TOTAL | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 10 | 20.00 | \$2,433.80 |

* Responses to EPA evaluation queries are completely voluntary and are not required for ENERGY STAR participation.

** EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs per respondent under an information collection vary among the respondents.

Exhibit 4

Estimated Annual Respondent Burden and Cost
ENERGY STAR Homes Program: Periodic Reporting*

| Information Collection Activity | Hours and Costs Per Respondent** | | | | | | | | Total Hours and Costs | | | | | |
|--|----------------------------------|------------------------|----------------------|---------------------|--------------------------------|-----------------------------|--|---------------------------|----------------------------------|----------------------|---------------------------|------------------------------|--------------------------|--------------------|
| | Legal \$199.58 | Managerial \$144.35 | Technical \$99.03 | Clerical \$49.86 | Respond. Hours/ Activity | Labor Costs/ Activity | Capital Startup Costs / Activity | O&M Costs/ Activity | No. of Respond. Activities | Total Hours/ Year | Total Labor Cost/ Year | Total Annual Capital Cost | Total Annual O&M Cost | Total Cost/Year |
| Verification Organizations - Rating Providers | | | | | | | | | | | | | | |
| Prepare and submit quarterly reports to EPA | 0.00 | 0.00 | 1.00 | 0.00 | 1.00 | \$99.03 | \$0.00 | \$0.00 | 340 | 340.00 | \$33,670.20 | \$0.00 | \$0.00 | \$33,670.20 |
| Subtotal | 0.00 | 0.00 | 1.00 | 0.00 | 1.00 | \$99.03 | \$0.00 | \$0.00 | 340 | 340.00 | \$33,670.20 | \$0.00 | \$0.00 | \$33,670.20 |
| Energy Efficiency Program Sponsors (EEPS) | | | | | | | | | | | | | | |
| ESVI EEPS prepare and submit quarterly reports to EPA | 0.00 | 0.00 | 0.25 | 0.00 | 0.25 | \$24.76 | \$0.00 | \$0.00 | 20 | 5.00 | \$495.20 | \$0.00 | \$0.00 | \$495.20 |
| ESVI EEPS prepare and submit annual update on program activities to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 5 | 10.00 | \$1,216.90 | \$0.00 | \$0.00 | \$1,216.90 |
| Subtotal | 0.00 | 0.00 | varies | 0.00 | varies | \$24.76 | \$0.00 | \$0.00 | 25 | 15.00 | 1,712.10 | 0.00 | 0.00 | 1,712.10 |
| Oversight Organizations | | | | | | | | | | | | | | |
| <i>Home Certification Organizations (HCOs)</i> | | | | | | | | | | | | | | |
| Prepare and submit annual update on program activities to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 1.33 | 2.66 | \$323.70 | \$0.00 | \$0.00 | \$323.70 |
| <i>Quality Assurance Providers (QAPs)</i> | | | | | | | | | | | | | | |
| Prepare and submit quarterly reports to EPA | 0.00 | 0.00 | 0.25 | 0.00 | 0.25 | \$24.76 | \$0.00 | \$0.00 | 8 | 2.00 | \$198.08 | \$0.00 | \$0.00 | \$198.08 |
| Prepare and submit annual update on program activities to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 2 | 4.00 | \$486.76 | \$0.00 | \$0.00 | \$486.76 |
| <i>Multifamily High Rise Review Organizations (MROs)</i> | | | | | | | | | | | | | | |
| Prepare and submit quarterly reports to EPA | 0.00 | 0.00 | 0.25 | 0.00 | 0.25 | \$24.76 | \$0.00 | \$0.00 | 16 | 4.00 | \$396.16 | \$0.00 | \$0.00 | \$396.16 |
| Prepare and submit annual update on program activities to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 4 | 8.00 | \$973.52 | \$0.00 | \$0.00 | \$973.52 |
| <i>HVAC Quality Installation Training and Oversight Organizations (H-QUITOs)</i> | | | | | | | | | | | | | | |
| Prepare and submit annual update on program activities to EPA | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$243.38 | \$0.00 | \$0.00 | 2.00 | 4.00 | \$486.76 | \$0.00 | \$0.00 | \$486.76 |
| Subtotal | 0.00 | 0.00 | varies | 0.00 | varies | varies | \$0.00 | \$0.00 | varies | 24.66 | \$2,864.98 | \$0.00 | \$0.00 | \$2,864.98 |
| TOTAL | 0.00 | 0.00 | varies | 0.00 | varies | varies | \$0.00 | \$0.00 | varies | 379.66 | \$38,247.28 | \$0.00 | \$0.00 | \$38,247.28 |

* Periodic reporting is completely voluntary and can be terminated for no reason by the respondent.

** EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs per respondent under an information collection vary among the respondents.

Exhibit 5

Estimated Annual Respondent Burden and Cost
ENERGY STAR Homes Program: ENERGY STAR Awards*

| Information Collection Activity | Hours and Costs Per Respondent** | | | | | | | | Total Hours and Costs | | |
|--|----------------------------------|------------------------|----------------------|---------------------|--------------------------------|-----------------------------|-------------------------------------|---------------------------|----------------------------------|----------------------|--------------------|
| | Legal \$199.58 | Managerial \$144.35 | Technical \$99.03 | Clerical \$49.86 | Respond. Hours/ Activity | Labor Costs/ Activity | Capital Startup Costs / Activity | O&M Costs/ Activity | No. of Respond. Activities | Total Hours/ Year | Total Cost/Year |
| New Home Builder | | | | | | | | | | | |
| Complete and submit application, including any supplemental info. to EPA | 0.00 | 1.00 | 1.00 | 1.00 | 3.00 | \$293.24 | \$0.00 | \$0.00 | 18 | 54.00 | \$5,278.32 |
| Subtotal | 0.00 | 1.00 | 1.00 | 1.00 | 3.00 | \$293.24 | \$0.00 | \$0.00 | 18 | 54.00 | \$5,278.32 |
| Multifamily High Rise Developer | | | | | | | | | | | |
| Complete and submit application, including any supplemental info. to EPA | 0.00 | 1.00 | 1.00 | 1.00 | 3.00 | \$293.24 | \$0.00 | \$0.00 | 3 | 9.00 | \$879.72 |
| Subtotal | 0.00 | 1.00 | 1.00 | 1.00 | 3.00 | \$293.24 | \$0.00 | \$0.00 | 3 | 9.00 | \$879.72 |
| Home Energy Rater and Provider | | | | | | | | | | | |
| Complete and submit application, including any supplemental info. to EPA | 0.00 | 1.00 | 1.00 | 1.00 | 3.00 | \$293.24 | \$0.00 | \$0.00 | 10 | 30.00 | \$2,932.40 |
| Subtotal | 0.00 | 1.00 | 1.00 | 1.00 | 3.00 | \$293.24 | \$0.00 | \$0.00 | 10 | 30.00 | \$2,932.40 |
| Program Delivery | | | | | | | | | | | |
| Complete and submit application, including any supplemental info. to EPA | 0.00 | 3.00 | 3.00 | 2.00 | 8.00 | \$829.86 | \$0.00 | \$0.00 | 18 | 144.00 | \$14,937.48 |
| Subtotal | 0.00 | 3.00 | 3.00 | 2.00 | 8.00 | \$829.86 | \$0.00 | \$0.00 | 18 | 144.00 | \$14,937.48 |
| TOTAL | 0.00 | varies | varies | varies | varies | varies | \$0.00 | \$0.00 | varies | 237.00 | 24,027.92 |

* Application for the ENERGY STAR Awards is completely voluntary and is not required for ENERGY STAR Partnership.

** EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs per respondent under an information collection vary among the respondents.

Exhibit 6

Estimated Annual EPA Burden and Cost
ENERGY STAR Homes Program: Joining the ENERGY STAR Program and Related Activities

| Information Collection Activity | Agency Hours and Costs Per Activity* | | | | | | | | Total Hours and Costs | | | | | |
|---|--------------------------------------|------------|-----------|----------|------------------------|-----------------------|----------------------------------|----------------------|-----------------------|------------------|-----------------------|---------------------------|-----------------------|-----------------|
| | Legal | Managerial | Technical | Clerical | Agency Hours/ Activity | Labor Costs/ Activity | Capital Startup Costs / Activity | O&M Costs / Activity | No. of Activities | Total Hours/Year | Total Labor Cost/Year | Total Annual Capital Cost | Total Annual O&M Cost | Total Cost/Year |
| | \$90.10 | \$84.26 | \$61.78 | \$24.80 | | | | | | | | | | |
| ENERGY STAR New Homes Partners and Industry Stakeholders | | | | | | | | | | | | | | |
| Electronically review and approve Partner Agreements and related materials and display partner contact information on public web site | 0.00 | 0.00 | 0.16 | 0.00 | 0.16 | \$9.88 | \$0.00 | \$0.00 | 615 | 98.40 | \$6,076.20 | \$0.00 | \$0.00 | \$6,076.20 |
| Review and approve applications from oversight organizations | 0.00 | 0.00 | 4.00 | 0.00 | 4.00 | \$247.12 | \$0.00 | \$0.00 | 1.33 | 5.32 | \$328.67 | \$0.00 | \$0.00 | \$328.67 |
| Send a welcome email to new partners | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 | \$2.48 | \$0.00 | \$0.00 | 615 | 61.50 | \$1,525.20 | \$0.00 | \$0.00 | \$1,525.20 |
| Send confirmation email to new partners with MESA username and password information | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 | \$2.48 | \$0.00 | \$0.00 | 615 | 61.50 | \$1,525.20 | \$0.00 | \$0.00 | \$1,525.20 |
| Maintain database of partner information | 0.00 | 0.00 | 8.00 | 4.00 | 12.00 | \$593.44 | \$0.00 | \$0.00 | 1 | 12.00 | \$593.44 | \$0.00 | \$0.00 | \$593.44 |
| Display public list of active partners | 0.00 | 0.00 | 4.00 | 2.00 | 6.00 | \$296.72 | \$0.00 | \$0.00 | 1 | 6.00 | \$296.72 | \$0.00 | \$0.00 | \$296.72 |
| Review and approve logo use agreements from ESVI HVAC contractors | 0.00 | 0.00 | 0.16 | 0.10 | 0.26 | \$12.36 | \$0.00 | \$0.00 | 6 | 1.56 | \$74.16 | \$0.00 | \$0.00 | \$74.16 |
| Review and approve program design proposals from ESVI Sponsors | 0.00 | 1.00 | 0.50 | 0.00 | 1.50 | \$115.15 | \$0.00 | \$0.00 | 6 | 9.00 | \$690.90 | \$0.00 | \$0.00 | \$690.90 |
| TOTAL | 0.00 | 0.00 | varies | varies | varies | varies | \$0.00 | \$0.00 | varies | 244.72 | \$10,345.43 | \$0.00 | \$0.00 | \$10,345.43 |

* EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs vary depending on the number of Agency activities performed.

Exhibit 7

Estimated Annual EPA Burden and Cost

ENERGY STAR Homes Program: Verification of ENERGY STAR Requirements

| Information Collection Activity | Agency Hours and Costs Per Activity* | | | | | | | | Total Hours and Costs | | |
|---|--------------------------------------|------------|-----------|----------|-----------------------|----------------------|----------------------------------|----------------------|-----------------------|------------------|-----------------|
| | Legal | Managerial | Technical | Clerical | Agency Hours/Activity | Labor Costs/Activity | Capital Startup Costs / Activity | O&M Costs / Activity | No. of Activities | Total Hours/Year | Total Cost/Year |
| Information Collection Activity | \$90.10 | \$84.26 | \$61.78 | \$24.80 | | | | | | | |
| Oversight Organizations | | | | | | | | | | | |
| Collaborate with oversight organizations to resolve issues related to ENERGY STAR requirements, as needed | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$146.04 | \$0.00 | \$0.00 | 35 | 69.30 | \$5,060.29 |
| TOTAL | 0.00 | 1.00 | 1.00 | 0.00 | 2.00 | \$146.04 | \$0.00 | \$0.00 | 34.65 | 69.30 | \$5,060.29 |

* EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs vary depending on the number of Agency activities performed.

Exhibit 8

Estimated Annual EPA Burden and Cost

ENERGY STAR Homes Program: Evaluation

| Information Collection Activity | Agency Hours and Costs Per Activity* | | | | | | | | Total Hours and Costs | | |
|--|--------------------------------------|------------|-----------|----------|-----------------------|----------------------|----------------------------------|----------------------|-----------------------|------------------|-----------------|
| | Legal | Managerial | Technical | Clerical | Agency Hours/Activity | Labor Costs/Activity | Capital Startup Costs / Activity | O&M Costs / Activity | No. of Activities | Total Hours/Year | Total Cost/Year |
| Information Collection Activity | \$90.10 | \$84.26 | \$61.78 | \$24.80 | | | | | | | |
| Partners and Other Home Industry Professionals | | | | | | | | | | | |
| Develop questions | 0.00 | 4.00 | 8.00 | 2.00 | 14.00 | \$880.88 | \$0.00 | \$0.00 | 1 | 14.00 | \$880.88 |
| Solicit feedback from partners and industry professionals | 0.00 | 2.00 | 2.00 | 0.00 | 4.00 | \$292.08 | \$0.00 | \$0.00 | 10 | 40.00 | \$2,920.80 |
| Collect feedback | 0.00 | 0.00 | 0.25 | 0.25 | 0.50 | \$21.65 | \$0.00 | \$0.00 | 10 | 5.00 | \$216.50 |
| Incorporate feedback into program policies and requirements as necessary | 0.00 | 4.00 | 8.00 | 2.00 | 14.00 | \$880.88 | \$0.00 | \$0.00 | 1 | 14.00 | \$880.88 |
| TOTAL | 0.00 | 0.00 | varies | 0.00 | varies | varies | \$0.00 | \$0.00 | varies | 14.00 | \$880.88 |

* EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs vary depending on the number of Agency activities performed.

Exhibit 9

Estimated Annual EPA Burden and Cost

ENERGY STAR Homes Program: Periodic Reporting

| Information Collection Activity | Agency Hours and Costs Per Activity* | | | | | | | | Total Hours and Costs | | |
|--|--------------------------------------|------------|-----------|----------|------------------------|-----------------------|----------------------------------|----------------------|-----------------------|-------------------|-----------------|
| | Legal | Managerial | Technical | Clerical | Agency Hours/ Activity | Labor Costs/ Activity | Capital Startup Costs / Activity | O&M Costs / Activity | No. of Activities | Total Hours/ Year | Total Cost/Year |
| Electronically request, review and approve quarterly reports from Rating Providers, ESVI EEPS and oversight orgs., maintain database and display partner activity on public web site | \$90.10 | \$84.26 | \$61.78 | \$24.80 | | | | | | | |
| | 0.00 | 0.00 | 2.00 | 0.00 | 2.00 | \$123.56 | \$0.00 | \$0.00 | 384 | 768.00 | \$47,447.04 |
| Request, review and approve annual program activity updates from oversight organizations and ESVI EEPS | 0.00 | 0.00 | 4.00 | 0.00 | 4.00 | \$247.12 | \$0.00 | \$0.00 | 14 | 57.32 | \$3,541.23 |
| TOTAL | 0.00 | 0.00 | varies | 0.00 | varies | varies | \$0.00 | \$0.00 | varies | 768.00 | \$47,447.04 |

* EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs vary depending on the number of Agency activities performed.

Exhibit 10

Estimated Annual EPA Burden and Cost

ENERGY STAR Homes Program: ENERGY STAR Awards

| Information Collection Activity | Agency Hours and Costs Per Activity* | | | | | | | | Total Hours and Costs | | |
|---|--------------------------------------|-----------------------|----------------------|---------------------|------------------------------|--------------------------|--|-------------------------|-----------------------|----------------------|--------------------|
| | Legal \$90.10 | Managerial \$84.26 | Technical \$61.78 | Clerical \$24.80 | Agency Hours/ Activity | Labor Costs/ Activity | Capital Startup Costs / Activity | O&M Costs / Activity | No. of Activities | Total Hours/ Year | Total Cost/Year |
| Contact partners to inform them of the annual award application process | 0.00 | 0.00 | 0.25 | 0.00 | 0.25 | \$15.45 | \$0.00 | \$0.00 | 1 | 0.25 | \$15.45 |
| Develop award winner evaluation and selection criteria for applications | 0.00 | 1.00 | 8.00 | 0.00 | 9.00 | \$578.50 | \$0.00 | \$0.00 | 1 | 9.00 | \$578.50 |
| Collect and review award applications and supporting materials | 0.00 | 4.00 | 24.00 | 0.00 | 28.00 | \$1,819.76 | \$0.00 | \$0.00 | 1 | 28.00 | \$1,819.76 |
| Summarize application information for awards outreach efforts | 0.00 | 0.00 | 10.00 | 0.00 | 10.00 | \$617.80 | \$0.00 | \$0.00 | 1 | 10.00 | \$617.80 |
| Select award winners | 0.00 | 1.00 | 8.00 | 0.00 | 9.00 | \$578.50 | \$0.00 | \$0.00 | 1 | 9.00 | \$578.50 |
| Notify winners and non-winners | 0.00 | 0.00 | 4.00 | 0.00 | 4.00 | \$247.12 | \$0.00 | \$0.00 | 1 | 4.00 | \$247.12 |
| TOTAL | 0.00 | 0.00 | varies | 0.00 | varies | varies | \$0.00 | varies | varies | 60.25 | \$3,857.13 |

* EPA uses the term 'varies' in the subtotal and/or total row of the exhibit if the total hours or costs vary depending on the number of Agency activities performed.

13. Provide an estimate for the total annual cost burden to respondents or record keepers resulting from the collection of information. (Do not include the cost of any hour burden already reflected on the burden worksheet).

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 consider 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 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 collections 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 services, 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 keep records for the government, or (4) as part of customary and usual business or private practices.

Operation and maintenance (O&M) costs are those costs associated with a paperwork requirement incurred continually over the life of the ICR. They are defined by the Paperwork Reduction Act of 1995 as “the recurring dollar amount of costs associated with O&M or purchasing services.” Because all collections are transacted electronically using standard industry equipment and services, there are no O&M costs associated with the information collection activities described in this ICR.

14. Provide estimates of annualized costs to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information.

Exhibits 6 through 10 present the annual Agency burden and costs for information collection activities associated with the ENERGY STAR program in the certified homes and existing homes sectors. The hourly labor rates used in this ICR were obtained from the 2023 GS pay schedule available from the Office of Personnel Management. EPA estimates an average hourly labor cost of \$90.10 for legal staff, \$84.26 for managerial staff, \$61.78 for technical staff, and \$24.80 for clerical staff. The labor costs are based on the following GS levels and steps: legal labor rates were based on GS Level 15, Step 1, managerial labor rates were based on GS Level 14, Step 4, technical labor rates were based on GS Level 12, Step 5, and clerical labor rates were based on GS Level 5, Step 1. EPA multiplied the hourly rates by

the standard government overhead factor of 1.6. Total annual Agency burden and costs are presented in Table 4.

As shown in Table 4, EPA estimates the total annual burden to the Agency to be 1,156 hours and \$67,591. The bottom-line burden to the Agency over three years is estimated to be 3,468 hours and \$202,773.

**TABLE 4
TOTAL ESTIMATED ANNUAL EPA BURDEN HOUR AND COST SUMMARY***

| Activity | Total Hours Per Year | Total Labor Costs Per Year | Total Capital Costs Per Year | Total O&M Costs Per Year | Total Cost Per Year |
|--|----------------------|----------------------------|------------------------------|--------------------------|---------------------|
| Joining the ENERGY STAR Program and Related Activities | 245 | \$10,345 | \$0 | \$0 | \$10,345 |
| Verification of ENERGY STAR Requirements | 69 | \$5,060 | \$0 | \$0 | \$5,060 |
| Evaluation | 14 | \$881 | \$0 | \$0 | \$881 |
| Periodic Reporting | 768 | \$47,447 | \$0 | \$0 | \$47,447 |
| ENERGY STAR Awards | 60 | \$3,857 | \$0 | \$0 | \$3,857 |
| Total | 1,156 | \$67,591 | \$0 | \$0 | \$67,591 |

Agency Activities

This section describes EPA's activities associated with the information collections described in this ICR. Where possible, EPA activities that apply across different partner categories (e.g., home builders, verification organizations) have been grouped together and described as one activity.

JOINING THE ENERGY STAR PROGRAM AND RELATED ACTIVITIES

- o EPA will perform the following for organizations applying for partnership or participation in ENERGY STAR:
 - Review and approve Partner Agreements and related materials electronically (e.g., builders making the 100% commitment);
 - Review and approve applications from oversight organizations;
 - Send a welcome email to new partners;
 - Send confirmation email with username and password information to partners for online access to My ENERGY STAR Account (MESA);
 - Maintain partner contact and program participation information in an electronic database;
 - Display a public list of active partners;
 - Review and approve logo use agreements from HVAC contractors participating in the ESVI program; and
 - Review and approve ESVI program design proposals from ESVI Sponsors.

VERIFICATION OF ENERGY STAR GUIDELINES

- EPA will collaborate with oversight organizations to resolve issues related to ENERGY STAR certification of homes and MFHR buildings, and installation of HVAC systems under the ENERGY STAR Verified Installation program, as needed.

EVALUATION

- EPA will perform the following:
 - Develop questions;
 - Contact partners and solicit feedback;
 - Collect feedback; and
 - Incorporate feedback in program policies and technical requirements, as needed.

PERIODIC REPORTING

- EPA will perform the following:
 - Request, review and approve quarterly progress reports and annual program activity updates;
 - Maintain a database of partner activity in building, verifying and sponsoring ENERGY STAR certified homes and MFHR buildings and ESVI HVAC installations; and
 - Display current partner activity on a public website.

ENERGY STAR AWARDS

- EPA will perform the following activities for ENERGY STAR awards:
 - Contact partners to inform them of the annual award application process;
 - Develop award winner evaluation and selection criteria;
 - Review award applications and supporting materials;
 - Summarize application information for all applicants;
 - Select award winners; and
 - Notify applicants of their award status.

15. Explain the reasons for any program changes or adjustments reported on the burden worksheet.

EPA estimates a total annual respondent burden in this ICR, 2193.05, of 208,824 hours. This is an increase of 30,976 hours from the previously approved burden of 177,847 hours in ICR 2193.04.

Table 5 explains this 30,976-hour increase. Specifically, the table presents the total annual hours estimated in ICR 2193.04 and ICR 2193.05 for each category of collections in these documents (see columns 1-3). The table then compares their respective hours to derive the change in hours and indicates whether this hour-change resulted from a program change and/or adjustment (see column 4). The table also briefly describes the program change and/or adjustment (see column 5). Finally, the table sums up all hour-changes to derive the total annual change in hours for all collections (see the bottom row of the table).

The table shows that there was a 12,399-hour increase due to program changes and a 18,577-hour increase due to adjustments resulting primarily from improved data and analysis. This resulted in an increase of 30,976 hours in ICR 2193.05.

EPA updated program technical specifications to be more rigorous in the verification process while making an effort to reduce the number of items required to verify homes for the ENERGY STAR label. Additionally, a natural market shift occurred that resulted in an increase in individually verified homes and a reduction in sampled homes. .

In addition, EPA sunset one of the award category program types resulting in reduced volume of eligible partners and therefore applications.

EPA's adjustments include updating the number of respondents and burdens in ICR 2193.05 based on improved data and analysis. The burden estimates in ICR 2193.05 reflect EPA's program experience gained over the past three years. In particular, EPA adjusted the number of respondents involved in the certification process and homes being certified (e.g., site-built) and their associated burdens. The burden estimates in ICR 2193.05 reflect EPA's expectation for the same general level of participation by home builders and others in site built and low-rise homes certification as ICR 2193.04. EPA also improved its analysis of the proportion of site-built and low-rise homes that will be individually and collectively rated and their respective burdens.

See Table 5 for additional information on program changes and adjustments.

TABLE 5
COMPARISON OF TOTAL ANNUAL HOURS UNDER ICR 2193.04 AND ICR 2193.05 *

| (1) Information Collections** | (2) Annual Hour Burden in ICR 2193.04 | (3) Annual Hour Burden in ICR 2193.05 | (4) Difference in Hour Burden Between ICR 2193.04 and 2193.05 | | | (5) Description of Program Change and/or Adjustment |
|--|---------------------------------------|---------------------------------------|---|---------------|---------------|---|
| | | | Program Change | Adjustment | Total | |
| Exhibit 1 - Joining the ENERGY STAR Program and Related Activities | 300 | 300 | 0 | 0 | 0 | EPA made no adjustments to the number of respondents and burden estimates for this activity. The burden estimates in ICR 2193.05 reflect EPA's program experience gained over the past three years. |
| Exhibit 2 - Verification of ENERGY STAR Requirements | 177,791 | 207,887 | 12,038 | 18,058 | 30,096 | EPA made an effort to reduce the number of items requiring verification but program technical specifications have been revised requiring more rigorous verification. Additionally, the burden estimate has been adjusted due to a natural market shift from homes being rated via sampling to being individually rates which requires more hours to complete. |
| - Evaluation | 20 | 20 | 0 | 0 | 0 | EPA made no adjustments to the number of respondents and burden estimates for this activity. |
| - Periodic Reporting | 380 | 380 | 0 | 0 | 0 | EPA made no adjustments to the number of respondents and burden estimates for this activity. |
| - Awards | 56 | 237 | 0 | 181 | 181 | EPA sunset one of the award category program types but total award respondents for other categories increased. |
| (undated) | 178,547 | 208,824 | 12,038 | 18,239 | 30,277 | |

* Table includes minor rounding. Decreases in burden shown in parentheses.

** The information collections and exhibits in this column reflect those included in ICR 2193.04.

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.

Information collected is not published. Program participant information is available in an online database. Program participants can, at any time, opt in or out of having information displayed publicly.

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.

The agency plans to display the expiration date for OMB approval of the information collection on all instruments.

18. Explain each exception to the topics of the certification statement identified in “Certification for Paperwork Reduction Act Submissions.”

This information collection complies with all provisions of the Certification for Paperwork Reduction Act Submissions.