Supporting Statement A for OMB 0596-0215 (Extension)

Equal Opportunity Program Delivery Compliance Review Tool

Terms of Clearance (5 CFR 1320)

In accordance with 5 CFR 1320, the information collection is approved for three years.

Abstract (5 CFR 1320)

Federal agencies and entities receiving Federal Financial Assistance are prohibited from discriminating. Federal Financial Assistance is defined as, "Federal monies given by grants, cooperative agreements, commercial special use permits, training, loan/temporary assignment of federal personnel, loan/use of Federal property at below market value."

The Equal Opportunity (EO) laws require agencies to conduct compliance reviews to ensure that entities receiving Federal Financial Assistance from the government are adhering to the nondiscrimination statutes. The statutes require that prior to awarding support or issuing permits, the Federal government shall conduct pre-award reviews to ensure that potential recipients understand their responsibilities to provide services equitable pursuant to the law. Thereafter, during the partnership with the agency, ongoing monitoring will take place to ensure that public is served without any barriers or discrimination.

Forest Service employees will use FS-1700-6A, Equal Opportunity Compliance Review Record, to document shared non-discrimination obligations and collect information regarding actions taken by recipients of Federal financial assistance to ensure the public receives services without discrimination or barriers to access. Optional form B documents that recipients' employees understand their customer service role and optional form C is for customers' awareness of their rights of non-discrimination.

Collection form FS-1700-6A, Equal Opportunity Compliance Review Record, will occur during face-to-face meetings or telephone interviews conducted by a Forest Service employee as part of the pre-award and post-award process. The pre-award interview will take place prior to the signing of a cooperative agreement, domestic grant, commercial special use permit award or similar where a non-discrimination clause appears in the agreement. The post award interview will take place either on a five (5) or 10-year basis as instructed in Forest Service Handbook (FSH) 1709.11, Chapter 70 or upon report/discovery of discrimination.

Only general statistical information will be summarized and shared in the Health and Human Services (HHS) and Department of Justice (DOJ) annual report. However, if a report or

discovery of a discrimination complaint is identified then it will be reported to the USDA Office of the Assistant Secretary for Civil Rights.

Monitoring reviews have been a responsibility of the Federal government since 1964 and continue to be an obligatory activity as outlined in 28 Code of Federal Regulations 42.401-415 and 7 Code of Federal Regulation 15.5. Without the ability to monitor recipients of Federal financial assistance, the Forest Service would not be able to ensure compliance with the civil rights laws, statutes, and current Executive Orders (EO). The Agency would not be aware of potential discriminatory practices. Absence of this form leaves the American people and the public that we serve vulnerable to non-merit-based decisions and discrimination.

A. Justification

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.**

   Laws, Statutes, and Regulations

   - Title VI of the Civil Rights Act
   - Title IX of the Education Amendments Act
   - Section 504 of the Rehabilitation Act
   - Section 508 of the Rehabilitation Act
   - Age Discrimination Act
   - 20 USC §§ 1681–1688 (Title IX of the Education Amendments of 1972).
   - 29 USC § 701 (Section 504 of the Rehabilitation Act of 1973, as amended).
   - 42 USC §§ 6101-6107 (Age Discrimination Act of 1975, as amended).
   - 7 CFR 15 – Non-Discrimination, § 15.5 – Compliance.
   - 7 CFR 15d Nondiscrimination in programs or activities conducted by the United States Department of Agriculture; specifically Race, Ethnicity and Gender data collection;28 CFR §§ 42.401-42.415 - Title VI of the Civil Rights Act of 1964, as amended.
   - Executive Order 14148 Initial Rescissions of Harmful EOs and Actions
   - Executive Order 14151 Ending Radical Wasteful Gov DEI
   - Executive Order 14168 Defending Women from Gender Ideology Extremism and Restoring Bio Truth to Fed Gov
   - Executive Order 14173 Ending Illegal Discrimination and Restoring Merit-Based Opportunity
   - Executive Order 14201 Keeping Men Out of Women's Sports
   - Executive Order 14224 Designating English as the Official Language of the US
   - Executive Order 14236 Additional Rescission of Harmful EOs and Actions
   - Executive Order 14281 Restoring Equality of Opportunity and Meritocracy
   - Executive Order 14295 Increasing Efficiency at the Office of the Federal Register

- USDA Department Regulation 4330-002, Nondiscrimination in Programs and Activities Receiving Federal Financial Assistance from USDA.
- USDA Department Regulation 4330-005, Prohibition against National Origen Discrimination affecting Persons with Limited English Proficiency in Program and Activities Conducted by USDA; and
- USDA Forest Service Handbook (FSH) 1709.11 – Civil Rights, Chapter 70 – Federal Financial Assistance.

Narrative for the above Laws, Statutes, and Regulations

Federal agencies and recipients of Federal financial assistance are prohibited from discriminating against in the delivery of programs and services. Federal financial assistance is defined as Federal monies given by grants, cooperative agreements, commercial special use permits, training, loan/temporary assignment of Federal personnel, or loan or use of Federal property at below market value. Federal Equal Opportunity Laws require agencies to conduct compliance reviews to ensure that those receiving Federal Financial Assistance are adhering to nondiscrimination statutes.

The Federal government is required to conduct pre-award reviews prior to awarding support and issuing permits to recipients. The reviews ensure that potential recipients understand the responsibility to provide services equitably and pursuant to Federal law. Ongoing monitoring ensures that the public receives service without barriers, discrimination, and meritocratic bias.

Coordinating regulations for Title VI of the Civil Rights Act of 1964 are contained in 28 CFR sections 42.401-42.415. Section 42.401 states "Responsibility for enforcing Title VI rests with the federal agencies which extend financial assistance". Section 42.404 states "Federal agencies shall publish Title VI guidelines for each type of program to which they extend financial assistance…The guidelines shall describe the nature of Title VI coverage, methods of enforcement…". As stated in 28 CFR Section 42.407, "Procedures to determine compliance…" and "(c) post-approval" review:

> "(1) Federal Agencies shall establish and maintain an effective program of post-approval compliance reviews …In carrying out this program agency personnel shall follow agency manuals which establish appropriate review procedures and standards of evaluation…".
> "(2) The results of post-approval reviews shall be committed to writing and shall include specific findings of fact and recommendations…".

Title IX of the Education Amendments of 1972 prohibits discrimination against students on the basis of sex in education programs or activities that receive federal financial assistance. The Act requires that: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to

discrimination under any education program or activity receiving Federal financial assistance".[1]

The Age Discrimination Act of 1975, as amended, requires that: "No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity which receives or benefits from Federal financial assistance...". The Act permits specific exceptions, such as allowing use of age distinctions if it bears a direct and substantial relationship to the normal operation of the program, activity, or achievement of a statutory objective (for example, if a program provides special benefits to the elderly or to children).[2]

Section 504 of the Rehabilitation Act of 1973, as amended, requires that, "No otherwise qualified handicapped individual in the United States shall, solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program of activity receiving federal financial assistance."[3]

Title 7 CFR 15 – Nondiscrimination, § 15.5 – Compliance states that, "...designated personnel will in their reviews and other activities or as specifically directed by the Agency, review the activities of recipients to determine whether they are complying with the regulations in this part. Reports of such personnel shall include statements regarding compliance..."
Title 7 CFR 15d Requirements that each agency shall, for civil rights compliance purposes, collect, maintain, and annually compile data on the race, ethnicity, and gender of all applicants and participants of programs and activities conducted by USDA by county and State.
USDA Departmental Regulation 4330-002, Nondiscrimination in Programs and Activities Receiving Federal Financial Assistance from USDA states:

> "It is USDA policy to ensure no person is subject to prohibited discrimination..."
> "The policy, in part, is enforced by ...systematically evaluating whether and the extent to which recipients of Federal USDA financial assistance conduct their programs and activities in a manner consistent with applicable Federal and USDA civil rights requirements."

It further directs agencies to maintain an effective, proactive civil rights compliance and enforcement program.

Civil Rights Handbook FSH 1709.11, Chapter 70 Federal Financial Assistance, contains procedures for scheduling and conducting pre and post compliance reviews, emphasizes use of form FS-1700-0006, Civil Rights Compliance Review Record - Federally Assisted Programs, establishes procedures for determining and conducting compliance reviews of

[1] http://eop.ua.edu/summary.html
[2] Ibid
[3] Ibid

recipients of Agency Grants and Agreements and commercial Special Uses Permits. Forest Service (FS) officials conduct reviews in response to complaints of noncompliance; and for all permits where previous onsite review indicates the need for follow-up.

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.

a. What information will be collected, reported or recorded? (If there are pieces of information that are especially burdensome in the collection, a specific explanation should be provided.)

Data collected includes information on actions taken by recipients of Federal Financial Assistance to ensure the public receives service without discrimination, barriers, or meritocratic bias to access, and that recipients' employees understand their customer service responsibilities.

Information gathered includes the following:

- Applicant or recipient's business name and business contact information.
- FS-1700-0006A – Applicants/Recipients are asked whether:
  - Publications contain required information regarding affiliation with Forest Service and USDA nondiscrimination statement.
  - Information is provided to customers on how to file a complaint with USDA.
  - Required posters have been placed in visible locations for program participants, employees, and customers.
  - Program/project information materials are provided in languages other than English, when necessary for public safety.
  - Customers have raised issues alleging discrimination or filed discrimination complaints against the subject program in the past 2 years.
  - Civil rights and nondiscrimination responsibilities have been explained to employees and sub-recipients.
  - Programs and facilities are fully accessible to persons with disabilities, and if not provide a justification.
  - There are no architectural barriers to facilities preventing full accessibility to program by participants. If so, was an action/transition plan created to remove barriers, and is this plan maintained in program files?
  - Self-Assessment - Applicants/Recipients work with FS employees to complete a "Self-Evaluation of Accessibility" according to Section 504 of the Rehabilitation Act of 1973, within one year after receiving a permit, agreement, or grant. Forest Service employees record responses. Additional questions may be asked regarding:
    - Review of policies, practices and procedures.

- Assistance to people with disabilities in filling out forms, when appropriate.
- Notification to associations of people with disabilities, of services through public outreach efforts.
- Allowing people with disabilities to take an application home to be completed (upon request).
- Access to transportation services to people with mobility limitations or other impairments, if such services are provided.
- Provision of auxiliary aids and services for qualified people with disabilities, e.g., large print menus or material, pen and paper at ticket sales offices.
- Provision of qualified sign-language interpreter services upon request.
- Whether audio-visual presentations and videos are (close) captioned.
- Whether computer-based products are accessible.
- All new and newly renovated buildings and facilities comply with appropriate accessibility standards.
- Facilities for services have an emergency egress plan.

- FS-1700-0006B* – Employees of recipients are asked:
  - Whether they have been trained or informed of their nondiscrimination responsibilities.
  - Whether they have received information on how to advise participants/customers on filing a program discrimination complaint.
  - To provide a description of training or guidance received.

- FS-1700-0006C* – Program participants/beneficiaries are asked if:
  - They have experienced any difficulty accessing program information or participating in services offered by the service provider.
  - They have experienced or observed any discriminatory behavior by the service provider and/or employees, and if so, to describe the behavior.

*Use of Forms FS-1700-0006 A/B/C for Federal Finance Assisted (FFA) pre/post compliance review meetings were paused January 2025 to ensure Executive Order compliance. The use of FS-1700.0006 A/B/C for FFA pre/post compliance review meetings were resumed March 2026. Due to the pause and significant loss of FFA Administrators in the recreation staffs use of resulted in no records for forms FS-1700.0006 B and C for FY2026.

b. From whom will the information be collected? If there are different respondent categories (such as a loan applicant versus a bank versus an appraiser), each should be described along with the type of collection activity that applies.

There are 3 different respondent categories for this Information Collection. Information is collected from: applicants/recipients of Federal assistance; their employees; as well as program participants/beneficiaries. Respondents include holders of commercial special use permits, grant and cooperative agreement partners, and those receiving the benefits of having Forest Service employees assigned on temporary work detail. See item 2a for additional information.

Employees and beneficiaries of the recipients are asked to respond voluntarily on an ad hoc basis, only if/when a convenient opportunity arises. These respondents may/may not be approached during a civil rights compliance review of the recipient. If approached, these respondents are asked two questions each and then given an opportunity to provide detail or examples to their answers.

c. What will this information be used for? Provide ALL uses.

These tools are used by the Forest Service the collect information for two purposes. First, to monitor recipient compliance with nondiscrimination laws, assuring that the Agency is meeting all requirements under equal opportunity laws. Second, to respond to public program discrimination complaint investigation requests confirming the agencies compliance to communicate shared non-discrimination requirement with recipients of Federal financial assisted programs, activities, and services.

d. How will the information be collected (for example forms, non-forms, electronically, face-to-face, over the phone, over the internet)? Does the respondent have multiple options for providing the information? If so, what are they?

Forest Service employees complete the form, using information gathered from respondents via face-to-face meetings or telephone interviews. Before respondents are asked to provide any information, they will read the Paperwork Reduction Act and Privacy Statements.

The dialogue between the FS administrators and the respondents assures program recipients understand their responsibilities. FS employees (special use permit administrators, program managers, and grants and agreements Administrators) will use the form as part of the pre-award and post-award process.

e. How frequently will the information be collected?

Pre-award reviews take place at every new award of grants, cooperative agreements, and granting of commercial special use permits. Each partner and holder participates in the pre-award review and signs assurance clauses prohibiting discrimination in the delivery of services.

The post award for long term permit(s), domestic grants(s), or cooperative review(s) review takes place not more than once every five or ten years, if at all. The exceptions are incidents of discrimination or concerns reported to the FS by the public or another Federal entity.

f. Will the information be shared with any other organizations inside or outside USDA or the government?

The sharing of information collected only occurs upon discovery of evidence of discrimination. If discovery of evidence of discrimination is determined to be valid by the Washington Office, Civil Rights Office (Forest Service) then sharing of the discovery would include the USDA Office of the Assistant Secretary for Civil Rights (OASCR), Center for Civil Rights Compliance office.

FS employees maintain official copies of the collected information under the following file codes:

- FS-1580 -2 – Grants and Agreements Case Files
- FS-1770 – Federal Financial Assistance Programs
    - FS-1770-3 – Compliance Reviews
    - FS-1770-4 – Complaints
    - FS-1770-5 – Noncompliance
- FS-2720-2 – Special Use Permits
    - FS-2720-2-1 – Significant Case Files
    - FS-2720-2-2 – Routine Case Files

Records are kept according to the federal record retention standards. Program Complaint case files of closed cases are maintained for 10 years.

g. If this is an ongoing collection, how have the collection requirements changed over time?

Our current information collection OMB #: 0596-0215 is expiring October 31, 2026.

Due to privacy concerns, applicants, recipient, employee and/or beneficiary respondent names are no longer collected.

Modernization of databases has been created to capture the date of the compliance review. The database systems that include fields for Civil Rights Compliance Review confirmations are the: Special Uses Database System (SUDS) for special use permits and the Natural Resources Management System (previously I-Web) for grants and cooperative agreements. Forest Service's ability to report the number of completed reviews that take place in our regions and stations throughout the U.S. has been improved with the recent addition of Civil Rights certification fields.

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, such as 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.**

Forest Service employees verbally collect the information from respondents. This one-on-one interview technique has shown to be the best way to identify the need for additional discussion and action regarding program compliance.

Data collected by employees on forms FS-1700-0006A, B, and C will be stored in official case files. Databases are maintained by the Grants and Agreements Program and the Recreation Special Uses Program that track completions. Some case file information is stored electronically; in such cases, Agency employees enter data into respective databases and maintain the hard copy files. While not currently available, in the future employees may use handheld electronic data entry devices to record responses. Since the respondent/recipient does not physically complete the review tool themselves, there are no plans to have the respondents use such technology.

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 Forest Service does not maintain or utilize any other comprehensive data collection tool that collects and stores the specific data required to assess Agency-wide recipient compliance with all subject Equal Opportunity laws and regulations. The FS does not collect any of this information in any other way.

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

The impact of this information collected is minimal and does not affect small entities to a greater degree than large entities. The impact is minimal as possible while still providing the Agency with information needed to ensure program compliance. All entities receiving Federal assistance from Forest Service receive information on program requirements at the beginning of the partnership. Program participants receive information specific to the procedures associated with this monitoring program. To minimize the burden on all respondents, this information is collected by an interactive, verbal walk-through of the forms FS-1700-0006A, B, and C.

6. **Describe the consequences 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.**

Without this data collection, the FS would not have a systematic process to monitor Federal Financial Assistance recipient compliance with Equal Opportunity laws. A systematic Agency-wide process provides the Agency with the ability to coordinate and monitor compliance across resource areas. Standardizing documentation requirements and processes for monitoring compliance ensures that monitoring is conducted in a systematic and consistent manner throughout the Agency. Without this information collection, monitoring may become inconsistent, resulting in areas of non-compliance. The consequences of non-compliance include:

- Agency unawareness of potential violations and the inability to help recipients voluntarily comply.
- Members of the public experiencing discrimination and barriers in services and activities due to lack of compliance with Equal Opportunity laws.
- Lack of incentives for recipients to conduct their programs equitably.
- The agency would not have consistent accomplishment records for the annual US Department of Justice monitoring report in compliance with current Administration Executive Orders.

7. **Explain any special circumstances that would cause an information collection to be conducted in a manner:**

a. **Requiring respondents to report information to the agency more often than quarterly.**

This collection of information does not have a requirement for the information to be collected quarterly or more.

b. **Requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt.**

This collection of information does not have a requirement for the information to prepare a written response to the collection of information in fewer than 30 days after receipt.

c. **Requiring respondents to submit more than an original and two copies of any document.**

This collection of information does not have a requirement for the respondents to submit more than an original document.

d. Requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years.

Section 504 of the Rehabilitation Act requires recipients to conduct a self-assessment for barriers to delivery of services, activities, or program for people with disabilities. This self-assessment should remain on file throughout the life of the partnership with the agency. Note that the self-assessment is part of information collected on form FS-1700-0006A. FS employees record the assessment, and a copy of the assessment is then provided to the respondent for their records.

e. 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.

This collection of information does not have a connection with a statistical survey.

f. Requiring the use of a statistical data classification that has not been reviewed and approved by OMB.

This collection of information does not have a requirement of the use of statistical data classification.

g. 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.

This collection of information does not have a pledge of confidentiality.

h. Requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.

There are no special circumstances. The collection of information is conducted in a manner consistent with the guidelines in 5 CFR 1320.6.

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.

On May 5, 2026, a 60-Day Federal Register notice was published in Volume 91, No. 86, page 24156-24157. The 60-day comment period for the notice closed on July 10, 2026. There were **no comments** received from individuals on the information collection, Equal Opportunity Compliance Review Record.

Describe efforts to consult with people outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and record keeping, 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.

Efforts to consult with people outside remained the same as the previous Federal Register notice activity. The contacts made were:

- Kent Reid, Director of Forest Institute, rkreid@nmnhu.edu, New Mexico Highland's University, Box 9000, Las Vegas, NM 87701-9000, 505-426-2125, https://www.nmhu.edu/
- Zuzana Smith, Assistant General Manager, zsmith@gocamputah.com, Utah Recreation Company, 564W 700S, Ste 305, Box #5, Pleasant Grove, UT 84062, 385-273-1100 ext. 8604, www.gocamputah.com
- Elizabeth Pickett, Co-Executive Director, elizabeth@hawaiiwildfire.org, Hawaii Wildfire Management Organization, 65-1279 Kamuela RD., STE. 211, Waimea, HI, 96743, 808-885-0900, nani@hawaiiwildfire.org
- Beth Hooper, Chief Operating Officer, beth@gofindoutdoors.org, CFAIA DBA Find Outdoors, 49 Pisgah Highway, Suite 4, Pisgah Forest, NC 28768, 828-884-5713 Ext. 228, https://cfaia.org/find-outdoors

Table 1. Efforts to consult with people outside the agency

Contact	Information Received
New Mexico Highland's University	"Generally, the questions are straight-forward and are applicable to what we do, especially those on page 2. We have never been challenged on physical access, language, or any other civil rights issue".
Utah Recreation Company	"The only thing I found incorrect on the form – the Applicant/Recipient Responses has "If explanations are provided, enter in Part II". The form should refer to Part III. Other than that, I would not change anything on the form. The instructions provide enough information for the applicant/recipient to be able to fill out the form properly. Questions are simple and straight forward." – THIS CORRECTION HAS BEEN COMPLETED.
Hawaii Wildfire	"The forms seem designed to be simple to complete and

Contact	Information Received
Management Organization	administer (from agency perspective) and easy to understand (from respondent perspective). The time it takes to administer and collect the information seems minimal. The level of ease in which a respondent can respond to the questions seems high. And the opportunity for the respondent to provide additional (qualitative) information is important, and appreciated, for the agency to better understand the nature of the responses."
CFAIA DBA Find Outdoors,	"The questions are easy to understand. The area to add comments or clarification to questions didn't match seamlessly back to the original question asked. The yes or no questions were clear."

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

This collection of information does not provide any payment or gift to respondents.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.

No information covered by a Privacy Act and the System of Records Notice are included in the collection of information.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior or 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 information of a sensitive nature is included with this information collection.

12. Provide estimates of the hour burden of the collection of information. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. If this request for approval covers more than one form, provide separate hour burden estimates for each form.

(a) Description of the Collection Activity	(b) Number of Respondents	(c) Responses per Respondent	(d) Total Annual Responses	(e) Hours per Response	(f) Total Hours
GOVERNMENT AND PRIVATE SECTOR EQUAL OPPORTUNITY CIVIL RIGHTS COMPLIANCE REVIEW RECORD - FEDERALLY ASSISTED PROGRAMS	11,625	1	11,625	1.5	17,437.5
CIVIL RIGHTS COMPLIANCE REVIEW RECORD - FEDERALLY ASSISTED PROGRAMS, EMPLOYEE INTERVIEW	0	0	0	0	0
CIVIL RIGHTS COMPLIANCE REVIEW RECORD - FEDERALLY ASSISTED PROGRAMS, PARTICIPANT INTERVIEW	0	0	0	0	0
Totals	11,625	---	11,625	1.5	17,437.5

Record keeping burden should be addressed separately and should include columns for:

a) Description of record keeping activity: Respondent and Agency Administrator must place a copy of the Equal Opportunity Compliance Review Tool provided to them by Forest Service in their case file(s). This record must remain in the respondent's case file for the life of their approved/awarded partnership with Forest Service**.**

b) Number of record keepers: 11625

c) Annual hours per record keeper: 0.0167

d) Total annual record keeping hours (columns b x c): 194.1375

Table 2. Record Keeping Burden

(a) Description of Record Keeping Activity	(b) Number of Record Keepers	(c) Annual Hours per Record Keeper	(d) Total Annual Record Keeping Hours (b x c)
Private Sector EO Compliance Review Tool FS-1700.0006 A/OMB (0596-0215)	11625	0.0167	194.1375
Employee Interview: EO Compliance Review Tool FS-1700.0006 B/OMB (0596-0215)	0	0	0
Participant Interview: EO Compliance Review Tool FS-1700.0006 C/OMB (0596-0215)	0	0	0
Totals	11625	0.0167	194.1375

Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories.

Table 3. Annualized Cost to Respondents

(a) Description of the Collection Activity	(b) Estimated Total Annual Burden on Respondents (Hours)	(c)* Estimated Average Income per Hour	(d) Estimated Cost to Respondents
One (1) annual Private Sector EO Compliance Review Tool FS-1700.0006 A/OMB (#0596-0215) meeting and filing Compliance Review Tool	1,7437.5	45.03	$785,210.63

(a) Description of the Collection Activity	(b) Estimated Total Annual Burden on Respondents (Hours)	(c)* Estimated Average Income per Hour	(d) Estimated Cost to Respondents
form.			
Totals	1,7437.5	---	$785,210.63

*The site reference that the original Supporting Statement A template provided [Bureau of Labor News, Information Category http://www.bls.gov/news.release/pdf.realer.pdf] is not available. The site used for the Estimated Average Income per hour used was taken from: http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2026/GS_h.pdf .

13. Provide estimates of 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 shown in items 12 and 14). The cost estimates 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.

There are no capital operation and maintenance costs.

14. Provide estimates of annualized cost to the Federal government.

The data represented in Table 4 was obtained from the FY2026 Special Uses Database System (SUDS) for special uses permits and the Natural Resources Management System, as described in question 2g. The breakout for the burden of hour is based on the time either/both the respondent and/or respondents take to meet, collect the civil rights compliance review tool (form FS-1700.0006 A) information, report, and file the tool.

Table 4. Estimates of annualized cost to the Federal government

Action Item	Personnel	GS Level	Hourly Rate*	Hours	Salary
Employee labor for collecting information (1 hour per form) Employee labor for analyzing, evaluating, summarizing, and/or reporting on the collected information (20 minutes per form) Employee labor for developing,	Program Managers and Grants and Agreements Coordinators	GS-11/ Step 5	$52.72	1,7437.5	$919,305.00

Action Item	Personnel	GS Level	Hourly Rate*	Hours	Salary
printing, and storing forms (10 minutes per form)					
Total Annual Cost to Federal Government			$52.72		$919,305.00

*Taken from: https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2026/RUS_h.pdf. Cost to Government calculated at hourly wage multiplied by 1.3: $40.55 X 1.3 = $52.72

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

The estimated number of responses decreased from the previous approval (19,000 to 11,625), and the hours per response increased from one hour to 1.5 hours. This resulted in an overall decrease in reporting burden from 18,450 hours to 17,438 hours. There was also an overall decrease in recordkeeping burden to 194 hours due to the decreased number of respondents; hours per recordkeeper remained the same.

16. For collections of information whose results are planned to be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates and other actions.

The Forest Service does not plan to publish results of this information collection.

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 Forest Service will display the OMB approval number and expiration date on all instruments.

18. Explain each exception to the certification statement, "Certification Requirement for Paperwork Reduction Act."

There is no exception to the certification statement, “Certification Requirement for Paperwork Reduction Act.”

☒ On behalf of this USDA Forest Service, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9 and the related provisions of 5 CFR 1320.8(b)(3).