

## **JUSTIFICATION FOR NO MATERIAL/NONSUBSTANTIVE CHANGE**

### **OMB 0596-0082: SPECIAL USES**

NOVEMBER 2008

The Forest Service is requesting approval for a non-substantial change to information collection 0596-0082 (Special Uses). The Agency published a notice in the Federal Register on September 17, 2008 (73 FR 53823) announcing the issuance of a final Forest Service internal directive for outfitting and guiding (attached). The issuance of the final revised directive necessitates changes to the currently approved information collection package for Special Uses. The Forest Service requests OMB approval of the following as a non-substantial change to Information Collection 0596-0082 (Special Uses). These proposed changes are associated with FS-2700-36 (new), FS-2700-37 (new), FS-2700-4i, and Standard Form 299.

The Forest Service is also asking for the transfer of a form from OMB approved Forest Service information collection 0596-0199 (CUFFA) into the Special Uses information collection (0596-0082). The Agency intends to let package 0596-0199 expire without renewal and form FS-2700-28 is the only form from the package that the Forest Service wishes to retain. The current OMB approvals for information collections 0596-0199 and 0596-0082 both expire on May 31, 2009. The transfer will result in a decrease of 40 hours to information collection 0596-0199 and subsequent increase of 40 burden hours to information collection 0596-0082. The overall impact on the public will remain the same.

Table 1 outlines the associated changes in packages, responses, and burden hours. The proposed changes will result in a decrease of 760 burden hours for information collection 0596-0082 and a decrease of 40 burden hours for information collection 0596-0199.

#### **New Forms**

Two new forms need OMB approval, FS-2700-36 (Special Use Application and Temporary Permit for Outfitting and Guiding) and FS-2700-37 (Special Use Permit, Resort Supplement, for Outfitting and Guiding).

FS-2700-36 – Special Use Application and Temporary Permit for Outfitting and Guiding: This new form is both an application and temporary permit. Estimates are that the public will complete applications for, and the Forest Service will issue, 1600 permits annually, with a comparable reduction in the use of FS-2700-4i and SF-299. In addition, the new form will have a total per response burden of 4 hours, compared to the combined total response burden of 9 hours for FS-2700-4i and SF-299.

FS-2700-37 – Resort Supplement for Outfitting and Guiding: The amended directives institute form FS-2700-37, Resort Supplement for Outfitting and Guiding. This form replaces the use of operating plans to authorize outfitting and guiding in conjunction with a resort or marina term special use permit (FS-2700-5 or FS-2700-05c). Previously, no form was designated for the submission of such operating plans, which constitute 5 annual burden hours of the 22,225 approved for preparation and updating of operating plans. Per response burden rate for FS-2700-37 is 1 hour, and it is estimated that five responses will be received annually, for a total annual burden of 5 hours. This is identical to the individual response time currently approved for this activity, therefore no change in burden hours will result.

### **Modification to Currently Approved Form**

This is a minor update to FS-2700-4i – Special Use Permit for Outfitting and Guiding. The form will continue to be used to authorize priority use and transitional priority use outfitting and guiding. Currently, the Forest Service issues approximately 1,000 of these permits annually. After adoption of form FS-2700-36, estimates are that the Agency will issue 200 of these permits (FS-2700-4i) annually.

### **Transfer of Currently Approved Form from Existing Information Collection**

The Forest Service is requesting the transfer of form FS-2700-28, Request for New Appraisal (CUFFA), from information collection 0596-0199 (Cabin User Fee Fairness Act of 2000) into information collection 0596-0082 (Special Uses). The Forest Service uses FS-2700-28 to collect information and initiate a new appraisal of a recreation residence lot. The Agency wishes to continue using this form.

The other form associated with package 0596-0199 (FS-2700-29) will become obsolete after May 31, 2009. The Agency has determined that it will benefit both the public and the Forest Service to transfer form FS-2700-28, and the associated public burden, to information collection 0596-0082.

In the 2006, OMB approved information collection 0596-0199 for 305 annual responses and 81 burden hours. Neither the OMB Notice of Action issued on May 2, 2006, nor the supporting statement for package 0596-0199 contain a itemized listing of the burden hours associated with form FS-2700-28. The burden statement on form FS-2700-28, as approved on May 2, 2006, indicates a per response burden of 15 minutes. After consultation with the appropriate program staff, it was determined that 50 percent of the burden for package 0596-0199 is associated with form FS-2700-28. Therefore, form FS-2700-28 has an annual burden of 152 responses and 38 burden hours (15 minutes per response).

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- Net change in burden hours:  $(-800) + (-6,400) + 6,400 + (-5) + 5 + 38 = -762$  hours
- Net change in total respondents:  $(-800) + (-800) + 1,600 + (-5) + 5 + 152 = 152$  respondents

0596-0199

- Net change in burden hours: - 38 hours
- Net change in total respondents: - 152 respondents

Table 1

<b>Currently Approved Burden Hours</b>						
Form Number	FS-2700-4i	SF-299	FS-2700-36	No Form	FS-2700-37	FS-2700-28 (0596-0199)
<b>Form Name</b>	Special Use Permit for Outfitting and Guiding	Application for Transportation and Utility Systems and Facilities on Federal Lands	N/A	Preparing and Updating Operating Plans	N/A	Request for New Appraisal (CUFFA)
<b>Number of Annual Respondents</b>	1,000	5,025		22,225		152
<b>Annual Responses per Respondent</b>	1	1		1		1
<b>Annual Burden Hours Per Response</b>	1	8		1		15 minutes
<b>Total Approved Burden Hours</b>	<b>1,000</b>	<b>40,200</b>	---	<b>22,225</b>	---	<b>38</b> (Amount of burden hour decrease to pkg. 0596-0199)
<b>Proposed Reallocation of Burden Hours</b>						
Form Number	FS-2700-4i	SF-299	FS-2700-36	No Form	FS-2700-37	FS-2700-28 (0596-0082)
<b>Form Name</b>	Special Use Permit for Outfitting and Guiding	Application for Transportation and Utility Systems and Facilities on Federal Lands	Special Use Application and Temporary Permit for Outfitting and Guiding	Preparing and Updating Operating Plans	Resort Supplement for Outfitting and Guiding	Request for New Appraisal (CUFFA)
<b>Number of Annual Respondents</b>	200	4,225	1,600	22,220	5	152
<b>Annual Responses per Respondent</b>	1	1	1	1	1	1
<b>Burden Hours Per Response</b>	1	8	4	1	1	15 minutes
<b>Proposed Total Burden Hours</b>	<b>200</b>	<b>33,800</b>	<b>6,400</b>	<b>22,220</b>	<b>5</b>	<b>38</b> (Amount of burden hour increase to pkg. 0596-0082)
<b>Difference</b> In total burden to the public	<b>- 800</b>	<b>-6,400</b>	<b>+6,400</b>	<b>- 5</b>	<b>+ 5</b>	<b>0</b>