

**2018 SUPPORTING STATEMENT**  
**Frozen Mango Promotion, Research and Information Program**  
**7 CFR Part 1206**  
**OMB Number 0581-NEW**  
**(Proposed Rule)**

**CLEARANCE NOTATION:**

**The Mango Promotion, Research and Information program is currently being administered by the National Mango Board with oversight by the Agricultural Marketing Service. The program currently develops and carries out programs or projects of promotion, research and information through assessments from fresh mangos. This rulemaking and new collection package will carry out programs of promotion, research and information for frozen mangos. Upon approval and passing of the referendum, this collection package will be merged into 0581-0093 with the fresh mango program, creating one information collection package that includes both fresh and frozen mangos.**

**Justification**

**1. EXPLAIN THE CIRCUMSTANCES THAT MAKE THE COLLECTION OF INFORMATION NECESSARY. IDENTIFY ANY LEGAL OR ADMINISTRATIVE REQUIREMENTS THAT NECESSITATE THE COLLECTION.**

A Mango Promotion, Research, and Information Order (Order) created under the Commodity Promotion, Research, and Information Act of 1996, (PL 104-127, 110 Stat. 1032, April 4, 1996, 7 U.S. C. 7411-7425) requires collection of information to carry out the program. This legislation is hereinafter referred to as the 1996 Act. Under the enabling legislation, Congress has delegated the Department of Agriculture (USDA) the responsibility of establishing and overseeing agricultural commodity research and promotion orders, which may include a combination of promotion, research, industry information, and consumer information activities funded by mandatory assessments. These programs are designed to maintain, develop, and expand markets and uses for agricultural commodities.

The Order provides for the development and financing of a coordinated program of research, promotion, and information for frozen mangos. The program includes projects relating to research, information, advertising, sales promotion, market development and production research to assist, improve, or promote the marketing, distribution, competitive position and stimulate sales for mangos.

The Order gives the Board authority to recommend changes to the Order. The Board recommends to expand the mango program to assess frozen mangos. The proposal would add definitions to the regulations for frozen mangos and foreign processor of frozen mangos; expand the Board's membership from 18 to 21 by adding two importers of frozen mangos and one foreign processor of frozen mangos; assess frozen mangos at a rate of \$0.01 per pound; and exempt from

assessment importers who import less than 200,000 pounds of frozen mangos annually.

The 1996 Act and Order allows for a referendum to be conducted to determine if first handlers and importers favor to continue the mango program and it also provides for a referenda to be conducted every five years.

In addition, Section 518 (d) of the 1996 Act and section 1206.71 (b) states USDA may hold a referendum at any time. USDA will hold a referendum to allow the importers of frozen mangos to vote to continue the mango program and to amend the Mango Promotion, Research, and Information Order to include frozen mangos.

Section 515(i) of the 1996 Act provides authority to request from persons covered under the Order any information required to carry out the responsibilities of the program. Each appointed Board is responsible for collecting assessments from the affected persons covered under the program in order to carry out the Board's responsibility. These programs require the use of the forms described in item 2 below.

**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.**

The Mango Promotion, Research, and Information Order (Order) is authorized under the 1996 Act, established by USDA through the issuance of an Order, and rules and regulations. A referendum will be conducted by USDA among eligible importers of frozen mangos immediately after the final rule has been published for the collection of assessments to determine if the importers of frozen favor the continuation of the program and the amendment.

Under the Order, importers of frozen mangos of 200,000 pounds are subject to a mandatory assessment of one cent per pound to fund a coordinated program to maintain, develop, and expand the demand for frozen mangos. The Order is administered by an 18-member National Mango Board (Board) which is comprised of 8 importers of fresh, 1 first handler, 2 domestic producers and 7 foreign producers.

Based on the proposed rule, if the two importers of frozen mangos and one foreign processor of frozen mangos are added to the Board, the Board's membership will increase to 21 members. In order for the frozen importers to be eligible to vote in the referendum, the frozen importers must have imported over 200,000 pounds of frozen mangos and pay an assessment rate of \$0.01 per pound.

The Board members are appointed by the Secretary of Agriculture to administer the program with AMS oversight and are selected from nominations conducted by the Board through a nomination and balloting process for foreign producers, and importers of frozen mangos.

Board members serve terms of three years and can serve a maximum of two consecutive terms. The Board uses assessments collected under the Order to carry out research, promotion, and information activities. In order to carry out

these responsibilities importers are required to submit certain information, as provided in Sections 515, 516, and 517 of the 1996 Act, and Sections 1206.31, 1206.42, 1206.43, and 1206.61 of the Order.

It is estimated that there are 190 importers of frozen mangos. These 190 respondents are required to keep books and records to carry out the provisions of the Order. The information required under this program is gathered through the following forms, and is used by USDA's AMS, and the Board as described below:

**A) Nomination Form (FRZ-NOM) (Section 1206.31).** This form would be used to nominate foreign processors and importers to serve on the Board. For importer representatives, the nomination form may be used to nominate persons to Board positions. Once all of the nominations for each position of the Board have been received, the Board will put the names on the ballot and send to importers to vote. Once the votes are tallied from the ballots those receiving the most votes would be nominated to the Board and forwarded to USDA for consideration by the Secretary of Agriculture.

**B) Nomination Ballot (FRZ-BAL) (Section 1206.31).** This form would be used by foreign processors and importers to vote on nominees to the Board. Once the votes are tallied from the ballots, those receiving the most votes would be nominated to the Board, and those nominees will be forwarded to USDA for consideration by the Secretary of Agriculture.

**C) Application for Exemption from Assessments (FRZ-AAE) (Section 1206.43):** Importers of frozen mangos who import less than a predetermined quantity per year could claim an exemption from assessments. This form requires importation data, supporting documentation, and certification. The form requests the minimum information necessary for proof that importers should be exempt from assessments under the Order.

**D) Application for Reimbursement of Assessments (FRZ -AFR) (Section 1206.43).** Under the Order, the form would be completed by importers of frozen mangos requesting reimbursement for the assessments collected by the U.S. Custom and Border Service on frozen mangos that should have been exempt from assessments. Importers requesting reimbursement must show the port of entry, entry date, number of pounds and the amount of assessments collected to be reimbursed. In addition, the applicant must give name address, telephone number, tax identification number for proof payment of assessments for which they are requesting reimbursement.

**E) Organic Exemption Request Form AMS-15 (OMB No. 0581-0093) (Section 1206.202).** Under the Order, the form would be completed by importers requesting exemption from paying assessments. Importers requesting exemption must import products that meet the requirements for organic and 100 percent organic products under the National Organic Program (7 CFR Part 205), regardless of whether the request is part of a split operation. The form also includes a certification statement.

**F) Referendum Ballot Form (MAN-ORB) (OMB No. 0581-0093) (Section 1206.100)** This form is used in voting for the implementation,

suspension, termination or continuation of the Order. The other information requested on this form is used for the purpose of verification. The form includes the Certification, Vote, Signature, and Mailing requirements. Referendum agents for the Secretary of Agriculture will tabulate the results of the referendum. The agents are officials of USDA who are charged with promulgating and administering the program.

**G) Background Information Form AD-755 (OMB 0505-0001) (Section 1206.31)**: This form contains questions to ascertain the nominee's qualifications for consideration of appointment to the Board by the Secretary of Agriculture. The form questions include: personal identification information, including name, social security number, date of birth, and address; does the nominee export frozen mango to the U.S.; the number of pounds exported to the U.S.; the number of frozen mangos imported; length of time engaged in the production of mangos, pounds produced, employment information; professional affiliation(s); education; income sources for amounts over \$10,000; and criminal history. The form would be completed by the nominees including foreign producers and importers. This information would be provided to the Board and forwarded to USDA for use in the nomination process.

**Recordkeeping Requirements (Section 1206.61)** are required to maintain and make available information for inspection by the Board and USDA. Each producer and importer subject to the 1996 Act and Order shall maintain appropriate records to carryout the requirements of these regulations. Recordkeeping requirements will help provide for the effective operation of the Order and its conformance with the 1996 Act.

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.**

Upon approval, these forms will be used to submit information directly to the Board, which administers the Order. The Board is not part of a Federal agency, but is a commodity industry Board that operates under Federal authority and USDA-AMS oversight. Though AMS is committed to complying with the e-Government Act, which requires Government agencies in general to provide the public the option of submitting information or transacting business electronically to the maximum extent possible, the availability and submission of forms electronically is at the Board's discretion. Currently, forms are transmitted by fax machine and postal delivery.

4. **DESCRIBE EFFORTS TO IDENTIFY DUPLICATION. SHOW**

**SPECIFICALLY WHY ANY SIMILAR INFORMATION ALREADY AVAILABLE CANNOT BE USED OR MODIFIED FOR USE FOR THE PURPOSE(S) DESCRIBED IN ITEM 2 ABOVE.**

The information to be included on these forms is not available from other sources because such information relates specifically to importers who are subject to the proposed Order. The primary sources of information would be books and records pertaining to the imports of frozen mangos.

Information generated by State, Federal, and private sources would not generate information of a proprietary nature relative to the importers who are subject to the provision of the Order. Such information would not be detailed enough to be used for the specific purposes of determining the amount of frozen mangos imported. Therefore, there is no practical method for collecting the required information without the use of these forms.

**5. IF THE COLLECTION OF INFORMATION IMPACTS SMALL BUSINESSES OR OTHER SMALL ENTITIES (ITEM 5 OF THE OMB FORM 83-1), DESCRIBE THE METHODS USED TO MINIMIZE BURDEN.**

The Small Business Administration defines, in 13 CFR part 121, small agricultural producers as those having annual receipts of no more than \$750,000 and small agricultural service firms (producers and importers) as those having annual receipts of no more than \$7.5 million. We have estimated the number of respondents for this collection is 190 and we estimate all are considered small businesses.

Information collection requirements have been reduced to the minimum requirements of the Order. The primary sources of information used to complete the required forms are readily available from normal business records maintained by producers and importers. Such information can be supplied without data processing equipment or outside technical expertise.

Thus, the information collection and reporting burden is relatively small, and requiring the same reporting requirements for all importers does not significantly disadvantage any importer that is smaller than the industry average.

**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.**

The information will be collected through a mandatory research and promotion program designed to maintain, develop, and expand markets for frozen mangos. If the information collection herein were not collected, the Board could not carry out the coordinated research, promotion, consumer education, and industry information program on frozen mangos, to ensure compliance with the mandatory program or ensure proper assessment collection. Collecting data less

frequently also would limit the Secretary's ability to oversee the Mango Promotion, Research, and Information Order.

**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 3 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 STATUE 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 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. This 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.**

A 60-day notice for comments was published in the Federal Register on April 6, 2018 (83 FR 14771).

**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.**

Mr. Manuel Michel, Executive Director of the National Mango Board and Amy Mercado, Director of Operations. Both parties can be reached at the following telephone number 877-626-4671 extension 102.

Also the National Mango Board Chairman Michael Warren can be reached at the following telephone number 954-943-2303 extension 114.

**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.**

There are no obstacles to consulting with industry members who must submit information to the Board. Industry members are consulted on an ongoing basis on the information collection requirements.

- 9. EXPLAIN ANY DECISION TO PROVIDE ANY PAYMENT OR GIFT TO RESPONDENTS, OTHER THAN REMUNERATION OF CONTRACTORS OR GRANTEEES.**

AMS does not provide payments or gifts to respondents.

- 10. DESCRIBE ANY ASSURANCE OF CONFIDENTIALITY PROVIDED TO RESPONDENTS AND THE BASIS FOR THE ASSURANCE IN STATUTE,**

**REGULATION, OR AGENCY POLICY.**

The proposed forms are being cleared in accordance with the Privacy Act of 1974 (U.S.C.522a) and the Paperwork Reduction Act of 1995. The authority for requesting this information to be supplied on these forms is section 1205(m) (2) of the Commodity Promotion, Research, and Information Act of 1996 which provides that information collected from books and records will be kept confidential by those individuals having access to such information. The 1996 Act also provides for a fine and/or imprisonment for employees of the Board or USDA convicted of violating this confidentiality provision. Furnishing the requested information is necessary for the administration of the research and promotion program. Therefore, USDA requires AMS employees to maintain confidentiality. Confidential information will be withheld from public review under the Freedom of Information Act and the Privacy Act, 5 USC 552.

- 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.**

Questions of a sensitive nature are not included on any form. The only private information required is on the Background Information Form that a nominee to the Board must fill out. These questions are asked to ascertain his/her qualifications to serve on the Board and include: personal identification information, including name, social security number, date of birth, and address; does the nominee export frozen mango to the U.S.; the number of pounds exported to the U.S.; the number of frozen mangos imported; length of time engaged in the production of mangos, pounds produced; employment information; professional affiliation(s); education; income sources for amounts over \$10,000; and criminal history. The form would be completed by all nominees including foreign producers and importers. This information would be provided to the Board and forwarded to USDA for use in the nomination process. This information is provided to the Secretary for use in the selection process.

- 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 DIFFERENCE 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 IN ITEM 13 OF OMB FORM 83-I.**

See AMS Form 71 under Supplementary Document.

**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 IN ITEM 14.**

The respondents' estimated annual cost of providing information to the Board is \$5,028. An estimated number of 190 respondents would provide information to the Board annually. This total has been estimated by multiplying 166.38 hours by \$30.22, the average mean hourly earnings of importers. Data for computation of the hourly rate for importers (Occupation Code 13-1021: Buyers and Purchasing Agents) was obtained from the U.S. Department of Labor's Bureau of Labor Statistics' publication, "May 2016 National Occupation Employment and Wage Estimates in the United States," updated March 30, 2016. This publication can also be found at the following website:  
[http://www.bls.gov/oes/current/oes\\_nat.htm#13-0000](http://www.bls.gov/oes/current/oes_nat.htm#13-0000).

- 13. PROVIDE AN ESTIMATE OF THE TOTAL ANNUAL COST BURDEN TO RESPONDENTS OR RECORDKEEPERS RESULTING FROM THE COLLECTION OF INFORMATION. (DO NOT INCLUDE THE COST OF ANY HOUR BURDEN SHOWN IN ITEMS 12 AND 14).**
- 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 COLLECTION 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 KEEPING RECORDS FOR THE GOVERNMENT, OR (4) AS PART OF CUSTOMARY AND USUAL BUSINESS OR PRIVATE PRACTICES.**

There are no capital, startup, operation, or maintenance costs associated with this program. The primary sources of information will be books and records pertaining to importation of frozen mangos that are normally maintained as part of usual and customary business practices.

- 14. PROVIDE ESTIMATES OF ANNUALIZED COST TO THE FEDERAL GOVERNMENT. ALSO, PROVIDE A DESCRIPTION OF THE METHOD USED TO ESTIMATE COST, WHICH SHOULD INCLUDE QUANTIFICATION OF HOURS, OPERATION EXPENSES (SUCH AS EQUIPMENT, OVERHEAD, PRINTING, AND SUPPORT STAFF), AND ANY OTHER EXPENSE THAT WOULD NOT HAVE BEEN INCURRED WITHOUT THIS COLLECTION OF INFORMATION. AGENCIES ALSO MAY AGGREGATE COST ESTIMATES FROM ITEMS 12, 13, AND 14 IN A SINGLE TABLE.**

There are no additional costs associated with this information collection. The Federal government's estimated annual cost for providing oversight and assistance for this information collection is estimated at \$133,353 for the first year and for subsequent years. AMS is reimbursed by the Board for all of its oversight costs. A breakdown of the oversight costs for the first year is the following:

|   |           |
|---|-----------|
| Salaries/Benefits/FERS Contributions/Awards | \$115,253 |
| Travel                                      | \$3,000   |
| Postage                                     | \$300     |
| Printing, Supplies, Equipment               | \$1,000   |
| OGC (Legal Services)                        | \$3,000   |

|                  |                 |
|------------------|-----------------|
| Telecom          | \$800           |
| Program Overhead | <u>\$10,000</u> |
| TOTAL            | \$133,353       |

**15. EXPLAIN THE REASON FOR ANY PROGRAM CHANGES OR ADJUSTMENTS REPORTED IN ITEMS 13 OR 14 OF THE OMB FORM 83-I.**

This is a new collection.

**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.**

There are no plans to publish any information or data collected. The information collected on these forms is not for publication or statistical use.

**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 has displayed the expiration dates on the forms.

**18. EXPLAIN EACH EXCEPTION TO THE CERTIFICATION STATEMENT IDENTIFIED IN ITEM 19, (CERTIFICATION FOR PAPERWORK REDUCTION ACT SUBMISSIONS, OF OMB FORM 83-I.**

The agency is able to certify compliance with all provisions under Item 19 of OMB Form 83-I.

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

This information collection does not employ statistical methods.