

**SUPPORTING STATEMENT  
FOR PAPERWORK REDUCTION ACT SUBMISSION**

Private Stewardship Grants Program, Department of the Interior and Related Agencies  
Appropriations Act, 2002, H.R. 2217/P.L.107-63.

**A. Justification**

1. For Fiscal Year 2002, Congress appropriated \$10 million from the Land and Water Conservation Fund for the Service to establish a Private Stewardship Grants Program (PSGP). The PSGP provides grants and other assistance on a competitive basis to individuals and groups engaged in private conservation efforts that benefit species listed or proposed as endangered or threatened under the Endangered Species Act, candidate species, or other at-risk species.

The information collection associated with the PSGP is necessary to gain a benefit in the form of a grant. The information collection associated with the PSGP is voluntary, but is required to receive benefits. The funding provided to private landowners through this program will address threats to many critically imperiled species. It is imperative that we award grants as soon as possible to avoid delays in the timing of projects. Many of the habitat improvements likely to be funded may only be completed during a specific season. If we are unable to provide funding for these projects prior to this time, some projects will need to be delayed an additional year. In some cases delaying a project may mean that the opportunity for that project is permanently lost to other land-uses or may result in species further decline toward extinction. Taking action to establish partnerships with private landowners through the PSGP is central to the mission of the Service.

2. Competing for grant funds involves receiving project proposals from individuals and groups responding to an annual request for proposals. The request for proposal is the bases for this information collection request for OMB clearance. The information collected in the request for proposals will be used to determine the eligibility and relative value of conservation projects as described in the project proposals. The information will be used by Service employees. Additionally, a diverse panel of representatives from State and Federal government, conservation organizations, agriculture and development interests, and the science community will assess project proposals and make funding recommendations to the Service. Information collected under this program is used to respond to such needs as: Government Performance and Results Act (GPRA) reporting, Standard Form 424 (Application for Federal Assistance), grant agreements, budget reports and justification, public and private requests for information, data provided to other programs for databases on similar programs, Congressional inquiries and other informational reports.

3. Individuals and groups that choose to participate may maintain electronic records for their own purposes. Information will be available over the Internet. Additionally, electronic files will be utilized to send information to applicants upon request, and phone inquiries are anticipated to be common. Subsequent information exchange between the applicant and staff will involve electronic mail and facsimile. The office employs innovative technological

developments as appropriate and feasible to lessen paperwork burdens on applicants and grantees.

4. Not applicable. No duplicate information is formally collected elsewhere by the Service that could be used to provide grants to private individuals and groups interested in implementing in private conservation efforts that benefit species listed as endangered or threatened under the Endangered Species, species proposed or candidates for such listing, or other at-risk species.

5. Not applicable. Information requested is limited to the minimum necessary to fulfill the reporting requirements for Federal grants and to ensure adequate oversight of project implementation.

6. The Service has established the minimum process to ensure the fair and effective implementation of the program. Elimination of the information collection process would eliminate the program as it would be impossible to determine eligibility and the scale of resource values or relative worth of the proposed projects. Reducing the frequency of the information collection would only reduce the frequency of windows for grant opportunities as the information is unique to each project. The funding provided to private landowners through this program will address threats to critically imperiled species. Establishing partnerships with private landowners for the benefit of these species is central to the mission of the Service.

7. Not applicable. There are no special circumstances that will be placed on respondents. Additionally, we will work to develop simple and understandable reporting and notification requirements.

8. In accordance with the PRA process for rulemakings, we are publishing a request for public comments on this information collection in our notice of proposed rulemaking for the program.

9. Other than to award grant monies to the successful applicants, no payments or gifts are made.

10. Not applicable. The information collection does not carry a premise of confidentiality.

11. Not applicable. There are no questions of a personal, or other sensitive, nature required to be answered by the applicants.

12. We estimate that the reporting burden will average 8 hours per respondent for the project proposal and 4 hours per respondent for reporting activities. The total annual burden hours is 4,000 hours for the project proposals and 200 hours for reporting activities. The number of respondents is estimated to average 500 respondents for submitting project proposals and 50

respondents for the reporting requirements.

Hours per respondent for project proposal	Number of respondents for project proposals (estimated average)	Subtotal of burden hours for project proposals	Hours per respondent for reporting activities	Number of respondents for project proposals (estimated average)	Subtotal of burden hours for project	Total annual hours requested
8	500	4,000	4	50	200	4,200

- 13. No costs will be incurred beyond costs of hour burden described.
  - 14. No additional costs will be incurred by the Fish and Wildlife Service.
  - 15. New collection. The burden hours is 4,200.
  - 16. Not applicable. No publication of information is anticipated.
  - 17. Not applicable. We are not seeking a waiver from the requirement to display the expiration date of the OMB approval of the information collection.
  - 18. Not applicable. There are no exceptions to the certification statement in item 19 of OMB 83-I.
- B. Collection of Information Employing Statistical Methods: There is no statistical sampling or information program involved in this process.