

**Supporting Statement for Paperwork Reduction Act Submission:  
Federal Subsistence Regional Advisory Council Membership Application  
(Form number 7-FW 4)**

**Section A. Justification**

1. Explain why you need to collect this information. Identify any legal or administrative requirements that necessitate this information collection.

Title VIII of the Alaska National Interest Lands Conservation Act (16 USC 3101) designates the Departments of the Interior and Agriculture as the key agencies responsible for implementing the subsistence priority on Federal public lands for rural Alaska residents. These responsibilities include the establishment of Regional Advisory Councils with members from each region who are knowledgeable about the region and subsistence uses of the public lands. This information collection helps us to identify appropriate Council members. Title VIII of ANILCA is implemented in the regulations at 50 CFR 100 and 36 CFR 242.

2. Explain how FWS will use the information. If this is not a new collection, explain how FWS has used the information received.

In order for the Federal Subsistence Board to make recommendations to the Secretary of the Interior for membership on these Regional Councils, it is necessary to recruit and screen applicants. This form allows the Federal Subsistence Board to recruit applicants for appointment as members to the Regional Councils. One-third of the seats on the Regional Councils become vacant each year. Additional vacancies may occur due to resignations or deaths of sitting members.

3. Does this information collection use automated, electronic, mechanical, or other technological techniques? Provide the reasons for the decision to adopt this means of collection. Describe any consideration you gave to using information technology to reduce burden on the public.

The information requested by this form requires unique, narrative responses from applicants. The nature of the information requested on the form, together with the remote locations of applicants, where access to computers and the Internet is uncommon, means that we cannot obtain this information by automated, electronic, mechanical, or other technological collection techniques. However, as technology becomes more available in the affected remote regions of Alaska, we will consider electronic means to accept this information.

4. Describe efforts to identify duplication. Show why similar information already available cannot be used or modified.

No similar information pertaining to applicants is collected by the Service or by any other Federal agencies.

5. If the collection will have a significant impact on small entities, such as small businesses, describe methods used to minimize burden on them.

Not applicable. No small entities will be impacted by this information collection.

6. Describe the consequences to Federal programs or policies if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

The information we are requesting is necessary to enable the Federal Subsistence Board to screen applicants for recommendation for appointment to Regional Councils by the Secretary. Without this information, and the applicant recruitment process, affected persons in each Region would not have their views represented to the Board and would become disenfranchised from the rulemaking process.

7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.

There are no special circumstances that would cause the collection to be conducted in a manner inconsistent with OMB guidelines.

8. Cite and provide a copy of the 60-day Federal Register notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received on the 60-day notice, and describe actions taken by FWS in response to those comments. Specifically address comments received on cost and hour burden. Describe your efforts to consult with persons outside of FWS to obtain their views on the availability of data; frequency of collection; clarity of instructions, disclosure, or reporting format; and data elements to be recorded, disclosed, or reported. Consultation should include obtaining their views on the amount of burden to be imposed and ways to minimize the burden. If circumstances prevent this consultation, describe them.

On October 29, 2002, we published in the Federal Register (67 FR 65993) a notice requesting public comment on the information collection. The comment period ended on December 30, 2002. We received two comments during the comment period. The commenters raised several issues that are not applicable to this information collection. The remaining applicable comments are discussed below.

Regarding the Council Membership Application Form, the commenters requested that we: (1) Elaborate on our "criteria for membership"; (2) ask applicants to identify all groups—instead of just the primary group—that they feel they would represent if they were selected to be Council members; (3) require a letter of recommendation for each applicant; and (4) ask applicants to identify potential conflicts of interest (such as a loyalty or interest that would supercede the needs of the entire region) if they were selected to sit on the Council.

We are not making any changes to our form based on these comments. We believe that, in the case of item (1), our criteria for membership list appropriate minimum qualifications for applicants to the Council. Further, in the case of items (2) through (4), we believe that requesting additional information from an applicant is an unnecessary

burden. The detailed qualifications and interests of individuals applying or nominated for a position on the Council will be evident in their responses to questions on the application and during the candidate evaluation interviews.

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

Not applicable. We are not providing any payments or gifts to the applicants.

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

The following assurance is made to applicants:

The information that you provide will be used by the Federal Subsistence Board to make recommendations to the Secretary of the Interior for appointment of members of the Federal Subsistence Regional Advisory Councils. This information will be maintained in accordance with the Privacy Act, but may be released under a Freedom of Information Act request (5 U.S.C. 552).

11. Provide justification for any questions of a sensitive nature. Include the reasons why the questions are necessary, the specific uses for the information, the explanation given to respondents, and steps taken to obtain respondents' consent.

Not applicable. We will not ask any sensitive questions.

12. Provide estimates of the hour burden of the information collection. Include an estimate of the dollar value of the burden hours.

We estimate that about 120 applicants will respond for appointment to vacancies on the Regional Council. The frequency of response is once a year. It will take an average of 30 minutes (0.50 hours) for a respondent to fill out the application. Thus, the annual hour burden estimate for this survey is 60 hours. Assuming an hourly cost of \$20.00, this amounts to an annual dollar value of \$1,200 for the burden hours.

**Burden Estimates for Federal Subsistence Regional Council Membership Applicants**

Type of Report	Number of reports annually	Average time per report	Total annual burden hours	Dollar value of each burden hour	Total dollar value of hours/year
Application	120	30 minutes	60	\$20	\$1,200

13. Provide an estimate for the total annual non-hour dollar cost burden to respondents or recordkeepers. Do not include the cost of burden hours described in items 12 and 14.

There is no estimated non-hour dollar cost burden to respondents. There is no fee for application, or any other fees associated with this information collection.

14. Provide estimates of the annual cost to the Federal Government. Include a description of the method used to estimate cost, which should include quantification of hours, operational expenses, and any other expense that would not have been incurred without this collection of information.

The total cost to the Federal Government of processing Federal Subsistence Regional Council Membership Applications is estimated at \$12,000 (120 applications at approximately \$100 per application) which includes organizing, processing, and Federal Subsistence Board review of the application information.

15. Provide the reasons for any program changes or adjustments reported in items 13 or 14 of OMB 83-I.

We are requesting OMB approval of this information collection for the first time. We have been collecting this information for 10 years without OMB approval. Because of our responsibilities under ANILCA, we anticipate that this will be an ongoing information collection. We supply the information collected to the Federal Subsistence Board and to the Secretary of the Interior on an annual basis.

16. For collections whose results will be published, outline the plans for tabulation and publication.

The results of this information collection will not be published.

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.

Not applicable. We will display the expiration date for OMB approval of the forms.

18. Explain each exception to the certification statement identified in item 19 of OMB 83-I.

Not applicable. There are no exceptions to the certification statement identified in item 19 of OMB 83-I.

## **Section B. Collections of Information Employing Statistical Methods**

We did not employ statistical methods.

**Supporting Statement for Paperwork Reduction Act Submission:  
Federal Subsistence Regional Advisory Council Nomination  
(Form number 7-FW 5)**

**Section A. Justification**

1. Explain why you need to collect this information. Identify any legal or administrative requirements that necessitate this information collection.

Title VIII of the Alaska National Interest Lands Conservation Act (16 USC 3101) designates the Departments of the Interior and Agriculture as the key agencies responsible for implementing the subsistence priority on Federal public lands for rural Alaska residents. These responsibilities include the establishment of Regional Advisory Councils with members from each region who are knowledgeable about the region and subsistence uses of the public lands. This information collection helps us to identify appropriate Council members. Title VIII of ANILCA is implemented in the regulations at 50 CFR 100 and 36 CFR 242.

2. Explain how FWS will use the information. If this is not a new collection, explain how FWS has used the information received.

In order for the Federal Subsistence Board to make recommendations to the Secretary of the Interior for membership on these Regional Councils, it is necessary to recruit and screen applicants. This form allows organizations to nominate individuals to the Federal Subsistence Board for appointment as members of the Regional Councils. One-third of the seats on the Regional Councils become vacant each year. Additional vacancies may occur due to resignations or deaths of sitting members.

3. Does this information collection use automated, electronic, mechanical, or other technological techniques? Provide the reasons for the decision to adopt this means of collection. Describe any consideration you gave to using information technology to reduce burden on the public.

The information requested by this form requires unique, narrative responses from persons completing the nomination form. The nature of the information requested on the form, together with the remote locations of persons completing the form, where access to computers and the Internet is uncommon, means that we cannot obtain this information by automated, electronic, mechanical, or other technological collection techniques. However, as technology becomes more available in the affected remote regions of Alaska, we will consider electronic means to accept this information.

4. Describe efforts to identify duplication. Show why similar information already available cannot be used or modified.

No similar information pertaining to applicants is collected by the Service or by any other Federal agencies.

5. If the collection will have a significant impact on small entities, such as small businesses, describe methods used to minimize burden on them.

Not applicable. No small entities will be impacted by this information collection.

6. Describe the consequences to Federal programs or policies if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

The information we are requesting is necessary to enable the Federal Subsistence Board to screen applicants for recommendation for appointment to Regional Councils by the Secretary. Without this information, and the applicant recruitment process, affected persons in each Region would not have their views represented to the Board and would become disenfranchised from the rulemaking process.

7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.

There are no special circumstances that would cause the collection to be conducted in a manner inconsistent with OMB guidelines.

8. Cite and provide a copy of the 60-day Federal Register notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received on the 60-day notice, and describe actions taken by FWS in response to those comments. Specifically address comments received on cost and hour burden. Describe your efforts to consult with persons outside of FWS to obtain their views on the availability of data; frequency of collection; clarity of instructions, disclosure, or reporting format; and data elements to be recorded, disclosed, or reported. Consultation should include obtaining their views on the amount of burden to be imposed and ways to minimize the burden. If circumstances prevent this consultation, describe them.

On October 29, 2002, we published in the Federal Register (67 FR 65993) a notice requesting public comment on the information collection. The comment period ended on December 30, 2002. We received two comments during the comment period. The commenters raised several issues that are not applicable to this information collection. The remaining applicable comments are discussed below.

Regarding the Council Membership Nomination Form, the commenters requested that we: (1) Elaborate on our "criteria for membership"; (2) ask applicants to identify all groups—instead of just the primary group—that they feel they would represent if they were selected to be Council members; (3) require a letter of recommendation for each applicant; and (4) ask applicants to identify potential conflicts of interest (such as a loyalty or interest that would supercede the needs of the entire region) if they were selected to sit on the Council.

We are not making any changes to our form based on these comments. We believe that, in the case of item (1), our criteria for membership list appropriate minimum qualifications for nominees to the Council. Further, in the case of items (2) through (4), we believe that requesting additional information from a nominee is an unnecessary

burden. The detailed qualifications and interests of individuals nominated for a position on the Council will be evident in their responses to questions on the nomination form and during the candidate evaluation interviews.

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

Not applicable. We are not providing any payments or gifts to the nominees.

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

The following assurance is made to nominees:

The information provided will be used by the Federal Subsistence Board to make recommendations to the Secretary of the Interior for appointment of members of the Federal Subsistence Regional Advisory Councils. This information will be maintained in accordance with the Privacy Act, but may be released under a Freedom of Information Act request (5 U.S.C. 552).

11. Provide justification for any questions of a sensitive nature. Include the reasons why the questions are necessary, the specific uses for the information, the explanation given to respondents, and steps taken to obtain respondents' consent.

Not applicable. We will not ask any sensitive questions.

12. Provide estimates of the hour burden of the information collection. Include an estimate of the dollar value of the burden hours.

We estimate that we will receive 50 nominations per year. It will take an average of 30 minutes (0.50 hours) to fill out a nomination form. Thus, the annual hour burden estimate for this information collection is 25 hours. Assuming an hourly cost of \$20.00, this amounts to an annual dollar value of \$500 for the burden hours.

#### Burden Estimates for Federal Subsistence Regional Council Nominations

Type of Report	Number of reports annually	Average time per report	Total annual burden hours	Dollar value of each burden hour	Total dollar value of hours/year
Nomination	50	30 minutes	25	\$20	\$500

13. Provide an estimate for the total annual non-hour dollar cost burden to respondents or recordkeepers. Do not include the cost of burden hours described in items 12 and 14.

There is no estimated non-hour dollar cost burden to respondents. There is no fee for nominations, or any other fees associated with this information collection.

14. Provide estimates of the annual cost to the Federal Government. Include a description of the method used to estimate cost, which should include quantification of hours, operational expenses, and any other expense that would not have been incurred without this collection of information.

The total cost to the Federal Government of processing Federal Subsistence Regional Council nominations is estimated at \$5,000 (50 nominations at approximately \$100 per interview) which includes organizing, processing, and Federal Subsistence Board review of the interview information.

15. Provide the reasons for any program changes or adjustments reported in items 13 or 14 of OMB 83-I.

We are requesting OMB approval of this information collection for the first time. We have been collecting this information for 10 years without OMB approval. Because of our responsibilities under ANILCA, we anticipate that this will be an ongoing information collection. We supply the information collected to the Federal Subsistence Board and to the Secretary of the Interior on an annual basis.

16. For collections whose results will be published, outline the plans for tabulation and publication.

The results of this information collection will not be published.

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.

Not applicable. We will display the expiration date for OMB approval of the forms.

18. Explain each exception to the certification statement identified in item 19 of OMB 83-I.

Not applicable. There are no exceptions to the certification statement identified in item 19 of OMB 83-I.

## **Section B. Collections of Information Employing Statistical Methods**

We did not employ statistical methods.

**Supporting Statement for Paperwork Reduction Act Submission:  
Federal Subsistence Regional Advisory Council Applicant Interview  
(Form number 7-FW 6)**

**Section A. Justification**

1. Explain why you need to collect this information. Identify any legal or administrative requirements that necessitate this information collection.

Title VIII of the Alaska National Interest Lands Conservation Act (16 USC 3101) designates the Departments of the Interior and Agriculture as the key agencies responsible for implementing the subsistence priority on Federal public lands for rural Alaska residents. These responsibilities include the establishment of Regional Advisory Councils with members from each region who are knowledgeable about the region and subsistence uses of the public lands. This information collection helps us to identify appropriate Council members. Title VIII of ANILCA is implemented in the regulations at 50 CFR 100 and 36 CFR 242.

2. Explain how FWS will use the information. If this is not a new collection, explain how FWS has used the information received.

In order for the Federal Subsistence Board to make recommendations to the Secretary of the Interior for membership on these Regional Councils, it is necessary to recruit and screen applicants. This form allows us to screen applicants and nominees, compare qualifications, and make recommendations to the Federal Subsistence Board for further recommendation to the Secretary for appointing members to the Regional Councils. One-third of the seats on the Regional Councils become vacant each year. Additional vacancies may occur due to resignations or deaths of sitting members.

3. Does this information collection use automated, electronic, mechanical, or other technological techniques? Provide the reasons for the decision to adopt this means of collection. Describe any consideration you gave to using information technology to reduce burden on the public.

The information requested by this form requires unique, narrative responses from applicants. In addition, the questions will be delivered orally (in person or by phone), and the responses will be given orally. This interview is similar to a standard job interview. The nature of the interview means that we cannot obtain this information by automated, electronic, mechanical, or other technological collection techniques.

4. Describe efforts to identify duplication. Show why similar information already available cannot be used or modified.

No similar information pertaining to applicants is collected by the Service or by any other Federal agencies.

5. If the collection will have a significant impact on small entities, such as small businesses, describe methods used to minimize burden on them.

Not applicable. No small entities will be impacted by this information collection.

6. Describe the consequences to Federal programs or policies if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

The information we are requesting is necessary to enable the Federal Subsistence Board to screen applicants for recommendation for appointment to Regional Councils by the Secretary. Without this information, and the applicant recruitment process, affected persons in each Region would not have their views represented to the Board and would become disenfranchised from the rulemaking process.

7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.

There are no special circumstances that would cause the collection to be conducted in a manner inconsistent with OMB guidelines.

8. Cite and provide a copy of the 60-day Federal Register notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received on the 60-day notice, and describe actions taken by FWS in response to those comments. Specifically address comments received on cost and hour burden. Describe your efforts to consult with persons outside of FWS to obtain their views on the availability of data; frequency of collection; clarity of instructions, disclosure, or reporting format; and data elements to be recorded, disclosed, or reported. Consultation should include obtaining their views on the amount of burden to be imposed and ways to minimize the burden. If circumstances prevent this consultation, describe them.

On October 29, 2002, we published in the Federal Register (67 FR 65993) a notice requesting public comment on the information collection. The comment period ended on December 30, 2002. We received two comments during the comment period. The commenters raised several issues that are not applicable to this information collection. The remaining applicable comments are discussed below.

Regarding the Council Membership Applicant Interview, the commenters requested that we also interview applicants and the references listed on their applications to gain information on: (1) All groups— instead of just the primary group—that applicants would represent if they were selected to be Council members; and (2) potential conflicts of interest (such as a loyalty or interest that would supercede the needs of the entire region) if an applicant were selected to sit on the Council.

We are not making any changes to our interview based on these comments. The detailed qualifications and interests of individuals applying or nominated for a position on the Council will be evident in their responses to questions on the application or nomination forms and during the candidate evaluation interviews.

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

Not applicable. We are not providing any payments or gifts to persons being interviewed.

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

The following assurance is made to persons being interviewed:

The information that you provide will be used by the Federal Subsistence Board to make recommendations to the Secretary of the Interior for appointment of members of the Federal Subsistence Regional Advisory Councils. This information will be maintained in accordance with the Privacy Act, but may be released under a Freedom of Information Act request (5 U.S.C. 552).

11. Provide justification for any questions of a sensitive nature. Include the reasons why the questions are necessary, the specific uses for the information, the explanation given to respondents, and steps taken to obtain respondents' consent.

Not applicable. We will not ask any sensitive questions.

12. Provide estimates of the hour burden of the information collection. Include an estimate of the dollar value of the burden hours.

We estimate that we will conduct a total of 850 interviews annually, 5 interviews for each of 120 applicants and 50 nominees for positions on Regional Councils. It will take an average of 30 minutes (0.50 hours) to conduct each interview. Thus, the annual hour burden estimate for this information collection is 425 hours. Assuming an hourly cost of \$20.00, this amounts to an annual dollar value of \$8,500 for the burden hours.

#### Burden Estimates for Federal Subsistence Regional Council Applicant Interviews

Type of Report	Number of reports annually	Average time per report	Total annual burden hours	Dollar value of each burden hour	Total dollar value of hours/year
Interview	850	30 minutes	425	\$20	\$8,500

(Note: This hour burden assessment is higher than the estimate we made in our 60-day notice. Our 60-day notice estimate was lower because we neglected to factor in interviews for the 50 nominees. We will ensure that these corrected hour burden estimates appear in the 30-day notice.)

13. Provide an estimate for the total annual non-hour dollar cost burden to respondents or recordkeepers. Do not include the cost of burden hours described in items 12 and 14.

There is no estimated non-hour dollar cost burden to respondents. There is no fee for interviews, or any other fees associated with this information collection.

14. Provide estimates of the annual cost to the Federal Government. Include a description of the method used to estimate cost, which should include quantification of hours, operational expenses, and any other expense that would not have been incurred without this collection of information.

The total cost to the Federal Government of conducting and processing Federal Subsistence Regional Council interviews is estimated at \$85,000 (850 interviews at approximately \$100 per interview) which includes organizing, conducting, processing, and Federal Subsistence Board review of the interview information.

15. Provide the reasons for any program changes or adjustments reported in items 13 or 14 of OMB 83-I.

We are requesting OMB approval of this information collection for the first time. We have been collecting this information for 10 years without OMB approval. Because of our responsibilities under ANILCA, we anticipate that this will be an ongoing information collection. We supply the information collected to the Federal Subsistence Board and to the Secretary of the Interior on an annual basis.

16. For collections whose results will be published, outline the plans for tabulation and publication.

The results of this information collection will not be published.

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.

Not applicable. We will display the expiration date for OMB approval of the forms.

18. Explain each exception to the certification statement identified in item 19 of OMB 83-I.

Not applicable. There are no exceptions to the certification statement identified in item 19 of OMB 83-I.

## **Section B. Collections of Information Employing Statistical Methods**

We did not employ statistical methods.