

# **INFORMATION COLLECTION BUDGET**

**OF THE  
UNITED STATES  
GOVERNMENT**



**2008**

**OFFICE OF MANAGEMENT AND BUDGET**  
OFFICE OF INFORMATION AND REGULATORY AFFAIRS

## Changes in This Year's ICB

For the first time, OMB is issuing this year's ICB in an electronic format, instead of as a hard-bound report. A paperless ICB advances the E-Government goal of increasing government efficiency through the utilization of technology. The E-ICB is available on OMB's website at [www.whitehouse.gov/omb/inforeg/icb/2008\\_icb\\_final.pdf](http://www.whitehouse.gov/omb/inforeg/icb/2008_icb_final.pdf).

With this year's ICB, OMB is also introducing a number of changes in how agency PRA activities are documented and reported. Most of these changes have been made possible with the implementation of a new Internet-based system that allows OIRA to process agency Information Collection Requests (ICRs), as well as maintain a database of PRA data that are used to prepare the ICB. Established in July 2006, FY 2007 is first fiscal year in which the new system, referred to as ROCIS,<sup>1</sup> has been fully operational. Chapter 3 provides a description of the new system.

In addition to streamlining the process by which agencies request and OMB grants approvals to collect information under the PRA, ROCIS has significantly expanded the public's access to PRA information. By consulting [www.RegInfo.gov](http://www.RegInfo.gov), the public can search for and review pending and approved ICRs. This online docket includes the agencies' rationale for the collections and any forms or supporting documents that they submitted to OMB for review. ROCIS also provides the public with direct access to historical statistics. The data in ROCIS are based on information provided to OMB by agencies in ICRs, which are certified by agency officials to meet basic PRA objectives.

The increased transparency provided by ROCIS has allowed OMB to revise the content of the ICB. Specifically, the focus of the ICB has been narrowed to highlight only the most significant changes in paperwork burden. Below are the key changes in this year's ICB.

- Retrospective Reporting on FY 2007. Unlike previous ICBs, OMB is reporting on the PRA activities of the previous fiscal year, and is not reporting prospectively on FY 2008. The basis for this decision is twofold. First, previous ICB "look aheads" did not accurately predict aggregate changes in burden in the next fiscal year. Second, [www.RegInfo.gov](http://www.RegInfo.gov) provides information on all approved ICRs. Since this information is updated on a daily basis, [www.RegInfo.gov](http://www.RegInfo.gov) is a more accurate and current source of data on changes in paperwork burden.
- Reliance on ROCIS Information to Generate Table on Burden Changes by Agency. ROCIS now provides an enhanced capability to provide OMB with aggregate data on burden changes, working off of an end-of-fiscal year baseline. Accordingly, Table 3 of this report is based on information generated by ROCIS, with some technical adjustments made to address issues associated with the transition to ROCIS, which is described in Chapter 3.
- Reliance on ROCIS to Generate Information on Significant Paperwork Reductions and Increases. The significant paperwork reductions and increases presented in Appendix B comprise information contained in ICRs submitted by agencies into ROCIS. Since the ICR information on [www.RegInfo.gov](http://www.RegInfo.gov) is comprehensive, OMB has decided to change the threshold for including a change in burden from 10,000 hours to 100,000 hours. The threshold for IRS remains at 10 million hours. This change allows the ICB to highlight the largest and most significant changes in burden.

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<sup>1</sup>Regulatory Information Service Center and OIRA Consolidated Information System

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## Executive Summary

The Paperwork Reduction Act (PRA) requires the Office of Management and Budget (OMB) to report to Congress on the paperwork burden imposed on the public by the Federal government and efforts to reduce this burden. For over 25 years, OMB complied with this requirement by issuing an Information Collection Budget (ICB).

This year, for the first time, OMB is issuing an Electronic-ICB, instead of the traditional hard copy. The E-ICB is available on OMB's website at [www.whitehouse.gov/omb/inforeg/icb/2008\\_icb\\_final.pdf](http://www.whitehouse.gov/omb/inforeg/icb/2008_icb_final.pdf). The decision to issue a paperless ICB is consistent with the E-Government goal of utilizing technology to improve government efficiency.

In addition, OMB has streamlined the content of this year's ICB to take advantage of the capabilities of OIRA's new Internet-based PRA information management system. This system includes a public website that provides comprehensive PRA information. With this increased transparency, OMB can now use the ICB to highlight information collections with the largest changes in burden. Moreover, the new information management system has generated much of the information presented in this report.

In this year's ICB, OMB is reporting that government-wide PRA burden increased from 8.92 billion hours in fiscal year (FY) 2006 to 9.64 billion hours in FY 2007, a rise of more than eight percent. Many factors contributed to this increase. The most significant factor (78 percent) causing the estimate of net burden to increase involved changes resulting from "adjustments," which represent either an agency's *re-estimate* of burden (with there being no actual change in burden) or an actual increase or decrease in burden due to changes beyond the agency's control (such as demographic and economic trends). A relatively small portion (approximately three percent) of the net increase in burden in FY 2007 was due to discretionary decisions made by agencies acting within their pre-existing statutory authority. Additionally, a larger portion (almost 21 percent) contributing to the net burden increase resulted from new collections that are necessary to implement statutory mandates. For example, one action for refunding telephone excise taxes accounts for over 67 million hours of the increase and the American Jobs Creation Act accounted for over 71 million hours.

In addition to accounting for the burden hours for FY 2007, this report highlights the following issues:

*The impact of "adjustments" to agency estimates in calculating the overall paperwork burden* (Chapter 1). This year's increase in burden was due to a number of factors, some of which were within the control of agencies, and others that were not. The principal driver of new burden in FY 2007 was not, in fact, new burden at all, but rather adjustments to agency estimates of existing information collections.

*Ensuring Agency Compliance with the PRA* (Chapter 2). OMB and the agencies have devoted significant efforts to eliminating PRA violations, and in FY 2007 we continued those efforts. We are reporting for FY 2007 only 15 violations involving lapses of OMB approval for ongoing collections; this represents the continued success that has resulted from OMB's adoption in November 2001 of the "zero tolerance" approach to PRA violations. The 15 violations in FY 2007 represent an 85 percent reduction from the 97 violations that were reported for FY 2005, and a 98 percent reduction

from the 795 violations that were reported in the ICB for FY 1998. OMB and the agencies continue to work towards the goal of zero PRA violations.

*Full implementation of OMB's new information management system for the Paperwork Reduction Act* (Chapter 3). This chapter describes the new Internet-based system used to process agency Information Collection Requests and maintain comprehensive PRA data. This new system, known as "ROCIS," was implemented prior to the start of FY 2007, and has significantly enhanced OMB's ability to oversee agency PRA activities and report on them in the ICB.

*Agency initiatives to reduce paperwork burden* (Chapter 4). This report provides updates on specific burden reduction initiatives reported in previous years, which are aimed at reducing the overall burden that the agencies impose on the public. OMB has encouraged agencies to develop practical initiatives aimed at improving efficiency and reducing the public burden.

## Chapter 1. Information Collection Burden for FY 2007

Under the Paperwork Reduction Act (PRA),<sup>2</sup> the Office of Management and Budget (OMB) oversees agency information collection activities and reports annually to Congress on the Act's implementation. The Information Collection Budget (ICB) is OMB's annual report to Congress, providing a detailed accounting of the information collection activities of the Federal government in a given fiscal year. This report presents the overall paperwork burden that the Federal government imposed on the American public in fiscal year (FY) 2007, and identifies efforts that the Federal agencies are making to reduce burden and collect information more effectively and efficiently.

When an agency estimates, and seeks to reduce, the paperwork burden that it imposes on the public, the agency must consider the time that an individual or entity spends reading and understanding a request for information, as well as the time spent developing, compiling, recording, reviewing, and providing the information. Moreover, paperwork burden includes more than just the time necessary to file a tax form or fill out a benefits application; for example, it also includes the time a business spends keeping records required by Federal regulation or disclosing required information to third parties (such as consumers or employees).

As we have reported in previous years, it continues to be the case that the Department of the Treasury, in carrying out its responsibilities under the tax code, constitutes the vast majority (79 percent) of the Federal government's paperwork burden. For a description of burden by agency, see Table 2.

### FY 2007: The Paperwork Burden Story

Based on agency estimates of PRA burden, the public in FY 2007 spent approximately 9.64 billion hours responding to or complying with Federal information collections. This represents an 8.1 percent increase over the 8.92 billion hours that were reported for FY 2006.

In understanding the nature of this increase, it is important to recognize that this estimated burden increase is the result of a number of independent factors, some of which are within the control of agencies, and some that are not (see Figure 1). These factors are outlined below.

#### 1. Increases in Estimated Burden due to Discretionary Agency Action (3.3 percent).

Of the total net increase in burden, only 3.3 percent was due to discretionary actions taken by the agencies (i.e., due to factors *within* the agencies' direct control).<sup>3</sup> The remaining portion of the FY 2007 burden increase was due to factors *outside* of an agency's control.

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<sup>2</sup>44 U.S.C. § 3514

<sup>3</sup>The portion of burden that is "Due to Lapse of OMB Approval" is also within the agency's control. For FY 2007, OMB is reporting a net reduction of 16.8 million burden hours due to lapses in OMB approval. Most of this reduction is due to the expiration of OMB's approval during FY 2007 of one Department of Health and Human Services (HHS) information collection, which HHS continued without approval until OMB's approval was reinstated during FY 2008. See Appendix B: HHS violation involving OMB Control Number 0938-0989.

## **2. Increases in Estimated Burden due to Recently-Enacted Statutes (20.7 percent).**

Of the net burden increases that were due to *outside factors* beyond agencies' control a significant portion (almost 21 percent of the *total* increase for FY 2007) resulted from agency implementation of recently enacted statutes that required agencies to engage in new or expanded collections of information. The implementation of statutes is associated with an increase of 149.1 million burden hours, a significant increase in statutory burden from the situation in FY 2006, when approximately five percent of the increase in burden was attributed to agency implementation of statutory mandates.

## **3. Increases in Estimated Burden due to "Adjustments" (78 percent).**

The majority of the net burden increase that was due to *outside factors* beyond agencies' control is attributable to "adjustments" (which corresponds to 78 percent of the *total* increase for FY 2007). These increases amount to almost 563 million burden hours. Burden changes that result from an "adjustment" are of two kinds.

### **A. Agency Re-estimation of Burden.**

The first kind of a burden "adjustment" is when an agency has prepared a *re-estimate* of the burden that is imposed by a collection, with there being *no change* in the *requirements* of the collection, or in *who is required to respond* to the collection, or in the *number of individuals or entities* that (the agency estimates) will in fact respond to the collection. Rather, in this situation, an agency has re-evaluated its prior burden estimate for the collection and has concluded that its prior estimate was either low or high, and thus the agency revises the estimate accordingly. The agency then includes this revised burden estimate in the agency's ICB submission, as well as in the agency's next request to OMB for approval of the collection (unless the agency has in the meantime further revised the burden estimate).

For example, in FY 2007 the Department of Labor (DOL) reestimated the reporting burden it imposes under a provision of the Employee Retirement Income Security Act (ERISA). Under this information collection, which has been assigned OMB Control Number 1210-0039, employee benefit plans must provide disclosures to plan participants and certain specified plan beneficiaries periodically in Summary Plan Descriptions, Summaries of Material Modifications, and Summaries of Material Reductions. In developing the burden estimate for this collection, DOL adopted a new and improved methodological approach, which provides a more detailed and articulated assessment of the specific elements that combine to produce the total burden estimate. DOL also updated and revised its basic assumptions to take into account new data on the number of respondents and the number of responses included in the information collection, as well as the extent to which respondents use electronic methods of communication. Based on these considerations, DOL adjusted downward its estimate of the burden by almost 1.1 million hours, from over 1.3 million hours to 262,000 hours.

### **B. Burden Changes from demographic, economic, and other outside factors.**

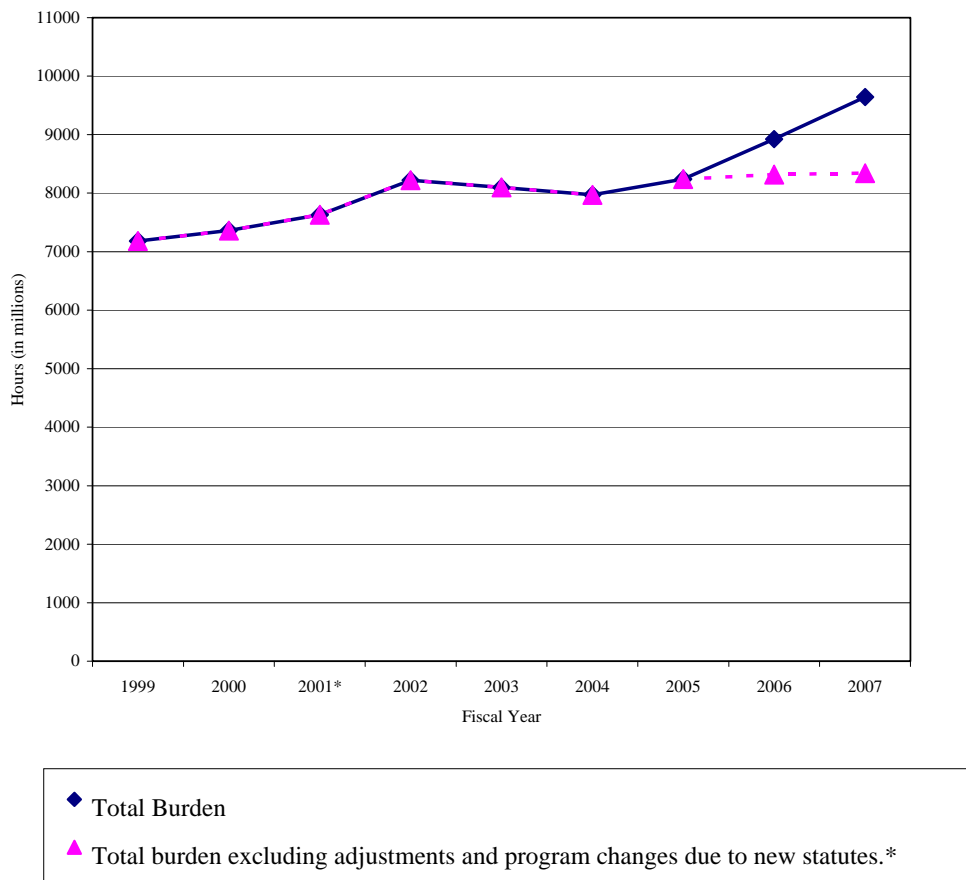
The second kind of a burden "adjustment" is when there has been *no change* in the requirements of the collection as well as *no change* in who is required to respond to the collection, but there has been



a change in the *number of individuals or entities* that (the agency estimates) will respond to the collection – and this change is due to factors outside an agency’s control.

A typical example of such an adjustment is when demographic changes result in more (or fewer) people applying for a Federal benefit, and thus in more (or fewer) applications being filled-out and submitted (e.g., the retirement of the Baby Boom generation will result in more individuals applying to participate in Medicare). Another example of such an adjustment is when economic changes result in more (or fewer) people being unemployed (and thus applying for unemployment benefits) or in more (or fewer) businesses being created (and thus filing the related tax forms). In both these types of situations, the agency has not changed the requirements of the collection, and the agency has not redefined who has to respond to the collection. Instead, the changes in these outside factors either increase or decrease the number of individuals or entities that will respond to the collection.

For example, in FY 2007 the Department of Housing and Urban Development (HUD) did not revise the third-party disclosures needed to inform homebuyers about the settlement process. These disclosures, which are required by the Real Estate Settlement Procedures Act (RESPA), are approved under OMB Control Number 2502-0265. However, HUD adjusted its previous estimate from 11 million loans a year to 13,200,000 loans a year, which resulted in an annual burden increase of 1,566,280 burden hours. The adjustment was based on research conducted through the Federal National Mortgage Association (FNMA), a housing Government Sponsored Enterprise.

**Figure 1. Total Burden (FY 1999 - FY 2007)<sup>4</sup>**

### Changes within Agency Control

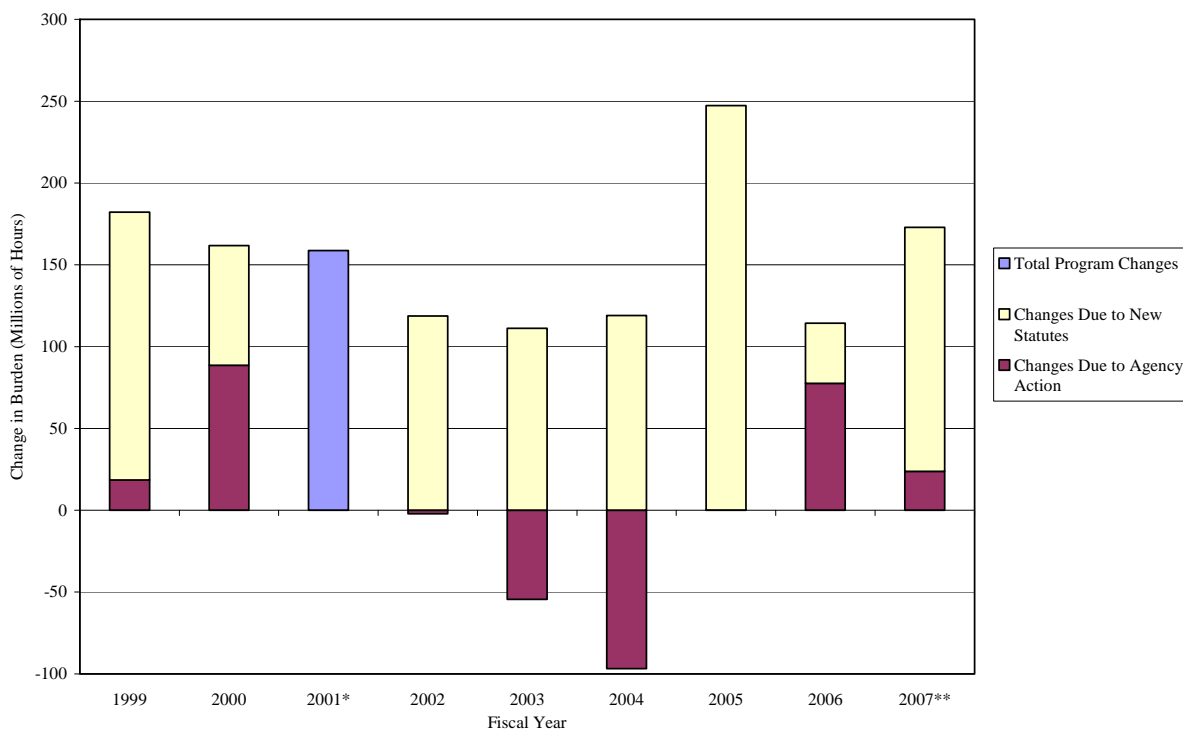
In some areas, agencies have considerable discretion in managing their information collection activities. For example, in administering a grant program where performance reporting is statutorily required, an agency may have discretion in deciding the frequency or depth of grantee reporting. OMB considers actions within this category of “Due to Agency Action” to be the most accurate measure of agency performance with respect to information collection.

<sup>4</sup>As discussed in Chapter 3 of last year’s ICB, IRS changed the methodology it uses to estimate individual taxpayer burden. As a result, the total burden for FY 2006 and FY 2007 has different underlying assumptions than estimates for previous years. Since IRS has not yet re-estimated prior years’ burden under the new model, the higher line for FY 2006 and FY 2007 overstates the overall increase in burden. To control for this and other adjustments and burden changes beyond the control of agencies, the dotted triangular line represents changes due to agency discretion since FY 2005.

\*Adjustments include changes in burden estimation methodology. This line reflects program changes due to agency action.

As indicated in Figure 2, in FY 2007 agencies reported a net increase in discretionary burden as part of their programmatic responsibilities. Although the overall picture shows an increase, in FY 2007 a number of agencies took significant actions to decrease the discretionary burdens imposed. Some notable examples include:

- The Internal Revenue Service (IRS) completely redesigned the 940 form and instructions. IRS revised Form 940 to enable optical scanning and to reduce errors made by filers. Burden was reduced through several deletions, and through the reorganization of the form into eight distinct parts, adding line-by-line explanations for clarity. IRS also redesigned the instructions for Form 940 to provide clearer directions, including line-by-line instructions, examples and worksheets. In addition, IRS added limited State Agency contact information to the instructions as a reference for questions regarding State unemployment contributions. IRS estimated that these changes resulted in a net decrease of over 8 million burden hours.
- The Social Security Administration (SSA) revised its “Information Collections Conducted by State Disability Determination Services on Behalf of SSA,” which are conducted in support of SSA’s disability programs. As part of this collection, the consultative exam (CE) report medical evidence of record and pain report are used in the determination of disability. The information collected from potential CE providers is used to verify the providers’ credentials and licenses. The information collected from claimants is used to obtain release of medical information and to confirm scheduled CE appointments. The respondents are medical providers and claimants for disability. SSA reduced the burden for this collection almost 1.8 million hours by (1) eliminating pain symptom information, which is now collected by other SSA forms and (2) introducing new electronic methods of submission, which reduce response time.
- The Centers for Medicare and Medicaid Services (CMS) within the Department of Health and Human Services (HHS) revised its Outcome and Assessment Information Set (OASIS) information collection. This collection requires home health agencies (HHAs) to use a standard core assessment data set, the OASIS, to collect information and to evaluate adult non-maternity patients. In addition, data from the OASIS is used for purposes of case mix adjusting patients. CMS removed or modified existing questions in the OASIS data set to accommodate these requirements. In addition, as a result of the proposed changes, CMS expects that the claims processing system will automatically adjust the therapy visits, upward and downward on the final claim, according to the information on the final claim. Consequently, HHAs will no longer have to withdraw and resubmit a revised claim when the number of therapy visits delivered to the patient is higher than the level report. Therefore, CMS believes the burden increase associated with these changes is more than offset by the removal or modification of several data items, resulting in a net decrease of almost 290,000 burden hours.

**Figure 2. Change in Burden Due to Program Changes (FY 1999 – FY 2007)**

\*In FY 2001, OIRA did not disaggregate Total Program Changes into Changes Due to Agency Action, Changes Due to New Statutes, and Changes Due to Lapse in OMB Approval.

\*\*Almost one half of the change indicated for FY 2007 as due to statute resulted from new IRS Form 8913 (Credit for Federal Telephone Excise Tax Paid), which allows taxpayers to receive telephone excise tax refunds. IRS was required to refund this tax because of court decisions that interpreted tax legislation. Accordingly, OMB is classifying the program change as due to statute, since the burden is legislatively driven.

## New Statutory Changes

In each session of Congress, laws are passed that create new programs for the agencies to implement and, quite frequently, new information to collect, use, and disseminate. Typically, new legislative initiatives and amendments require more, not less, data collection. In the past fiscal year, approximately 21 percent (149.1 million hours) of the increase in estimated burden resulted from the implementation of new statutes passed by Congress in recent years. Among other public policy goals, these statutory changes were designed to improve public health, protect servicemember mortgage and foreclosure rights, and enhance homeland security. Examples of statutory changes that resulted in the largest burden increases are provided in Table 1.

**Table 1. Statutes with Significant Burden Increases in FY 2007**

<b>Statute</b>	<b>Agency</b>	<b>Burden Hour Increase</b>
American Jobs Creation Act of 2004 (Pub.L. 108-357)	Treasury	71,500,000
Intelligence Reform and Terrorism Prevention Act of 2004 (Pub. L. 108-408)	State	2,550,000
Pension Protection Act of 2006 (Pub. L. 109-280)	Treasury	1,794,500
Fiscal Year 2007 Homeland Security Appropriations Act (Pub. L. 109-295)	Homeland Security	1,277,200
Energy Policy Act of 2005 (Pub. L. 109-58)	FERC	1,252,680
Servicemembers Civil Relief Act (Pub. L. 108-189)	Education	533,744

In FY 2007, the most significant statutory burden increase resulted from the Department of the Treasury's implementation of the American Jobs Creation Act of 2004. This required IRS to revise the Individual Taxpayer Tax Return, including the addition of Form 5695, Residential Energy Credits. In addition, IRS implemented a telephone tax refund form that accounts for much of the overall increase due to statutory changes. This refund is required by several recent court decisions which held that the IRS could no longer collect an excise tax on long-distance phone calls.

### Changes Beyond Agency Control

Not all changes in agency burden can be attributed to discretionary actions the agency has taken, or to actions taken by Congress. Beyond the need to implement new statutes that require the collection of information, many increases and decreases in burden are outside the realm of an agency's control. These changes, referred to under the PRA as "adjustments," differ from program changes in that the burden imposed on actual respondents for individual information collections does not change. Rather the change in burden occurs due to an agency's re-estimate of the amount of time necessary to respond to an information collection or due to a change in the population responding to the collection.

Changes in the population that must respond to the information collection often result from demographic trends, economic growth, or natural disasters. For example, even if the program eligibility and information collection requirements for a Social Security benefit program targeted at elderly populations do not change, the burden for the collection may still increase as greater numbers of Baby Boomers reach the target age for program eligibility and apply for benefits.

More than three quarters (562.8 million hours) of the burden increase reported for FY 2007 is attributable to adjustments in agency estimates. The Department of the Treasury's net adjustment for a select set of tax forms accounts for nearly 90 percent of the overall adjustment figure. Absent the Treasury's sizeable adjustment, FY 2007 adjustments for the other Federal agencies totaled 59.6 million hours, or approximately eight percent of the overall increase from FY 2006.

**Table 2. FY 2007 Burden Changes by Agency**

(Hours in millions)		FY 2007 Program Changes												FY 2007 Total Dollars Needed (millions)
	FY 2006 ICB Total Hours Needed	Changes Due to Agency Action		Changes Due to New Statutes		Changes Due to Lapses in OMB Approval		Total Program Changes		FY 2007 Adjustments		FY 2007 Total Hours Needed		
			% change from '06		% change from '06		% change from '06		% change from '06		% change from '06		% change from '06	
Government Total	8,923.5	23.8	0.3%	149.1	1.7%	-16.8	-0.2%	156.1	1.7%	562.8	6.3%	9,642.4	8.1%	
Agriculture	86.0	0.2	0.2%	1.4	1.6%	0	0.0%	1.6	1.8%	-0.4	-0.5%	87.2	1.4%	\$107.2
Commerce	15.3	4.8	31.3%	0.0	0.0%	0.01	0.1%	4.8	31.4%	6.5	42.5%	26.6	73.9%	\$3,110.5
Defense	43.7	-0.1	-0.3%	0.0	0.0%	0	0.0%	-0.1	-0.3%	-0.1	-0.3%	43.5	-0.5%	\$21.4
Education	43.4	0.5	1.2%	0.0	0.0%	-0.21	-0.5%	0.3	0.7%	6.5	14.9%	50.2	15.6%	\$0.0
Energy	2.6	0.0	0.8%	0.0	0.4%	0	0.0%	0.0	1.2%	-0.1	-3.1%	2.6	-1.9%	\$2.5
HHS	477.1	-0.3	-0.1%	0.2	0.0%	-15.86	-3.3%	-16.0	-3.3%	-7.5	-1.6%	453.7	-4.9%	\$1,078.4
DHS	97.6	5.5	5.6%	1.3	1.3%	-0.01	0.0%	6.8	6.9%	1.6	1.6%	106.0	8.6%	\$5,493.9
HUD	25.1	-0.3	-1.1%	0.5	2.1%	0	0.0%	0.3	1.0%	1.9	7.4%	27.2	8.4%	\$8.0
Interior	8.1	-0.1	-0.7%	0.0	0.4%	-0.02	-0.2%	-0.1	-0.6%	3.5	43.7%	11.5	43.1%	\$63.4
Justice	17.5	-0.1	-0.4%	0.0	0.0%	-0.01	-0.1%	-0.1	-0.5%	0.7	4.1%	18.1	3.6%	\$787.2
Labor	160.1	-1.2	-0.7%	0.0	0.0%	0.01	0.0%	-1.2	-0.7%	-1.9	-1.2%	157.0	-1.9%	\$3,090.0
State	33.9	-0.4	-1.1%	2.7	8.0%	0	0.0%	2.4	6.9%	0.0	0.0%	36.2	6.9%	\$3,562.4
Transportation	271.4	-0.4	-0.1%	0.0	0.0%	-0.02	0.0%	-0.4	-0.1%	0.4	0.1%	271.4	0.0%	\$2,012.0
Treasury	6,965.6	21.0	0.3%	140.9	2.0%	0	0.0%	161.9	2.3%	503.2	7.2%	7,630.7	9.5%	\$53,777.7
VA	6.3	0.0	0.3%	0.0	0.0%	0	0.0%	0.0	0.3%	-0.4	-5.9%	5.9	-5.6%	\$0.0
EPA	145.5	0.1	0.1%	0.0	0.0%	0	0.0%	0.1	0.1%	4.6	3.1%	150.2	3.2%	\$2,071.4
FAR	29.7	-0.3	-1.1%	0.0	0.0%	-0.73	-2.5%	-1.1	-3.6%	-0.1	-0.3%	28.5	-3.9%	\$0.0
FCC	158.5	-1.4	-0.9%	0.0	0.0%	0	0.0%	-1.4	-0.9%	-9.4	-5.9%	147.7	-6.8%	\$2,568.3
FDIC	6.6	0.0	-0.6%	0.0	-0.2%	0	0.0%	-0.1	-0.8%	0.0	0.2%	6.5	-0.6%	\$0.0
FERC	5.8	-0.3	-5.2%	1.8	30.3%	0	0.0%	1.5	25.1%	-0.4	-7.4%	6.8	17.6%	\$123.8
FTC	76.6	-3.1	-4.1%	0.0	0.0%	0	0.0%	-3.1	-4.1%	0.2	0.3%	73.7	-3.8%	\$57.1
EGOV	12.7	0.0	0.0%	0.0	0.0%	0	0.0%	0.0	0.0%	0.0	0.2%	12.7	0.2%	\$0.0
NASA	5.2	-1.4	-26.2%	0.0	0.0%	0	0.0%	-1.4	-26.2%	0.0	0.2%	3.9	-26.0%	\$1,104.6
NSF	5.8	2.0	34.2%	0.0	0.0%	0	0.0%	2.0	34.2%	0.0	0.0%	7.7	34.2%	\$12.0
NRC	9.4	0.1	1.0%	0.1	1.3%	0	0.0%	0.2	2.2%	0.1	1.5%	9.8	3.7%	\$1.3
SEC	173.1	-0.3	-0.2%	0.0	0.0%	-0.01	0.0%	-0.3	-0.2%	54.1	31.2%	226.8	31.1%	\$20,611.3
SBA	1.6	0.0	2.5%	0.0	0.0%	0	0.0%	0.0	2.5%	0.0	-1.3%	1.6	1.3%	\$15.6
SSA	39.7	-0.9	-2.2%	0.2	0.5%	0.04	0.1%	-0.7	-1.6%	-0.1	-0.3%	38.9	-2.0%	\$50.0

## Chapter 2. Paperwork Reduction Act Compliance

The Paperwork Reduction Act of 1995 (PRA) requires Federal agencies and OMB to ensure that information collected from the public minimizes burden and maximizes practical utility. The Act assigns each agency's Chief Information Officer (CIO) the responsibility for ensuring that the agency complies with the PRA. OMB's Office of Information and Regulatory Affairs (OIRA) is responsible for approving information collection reviews under the PRA.

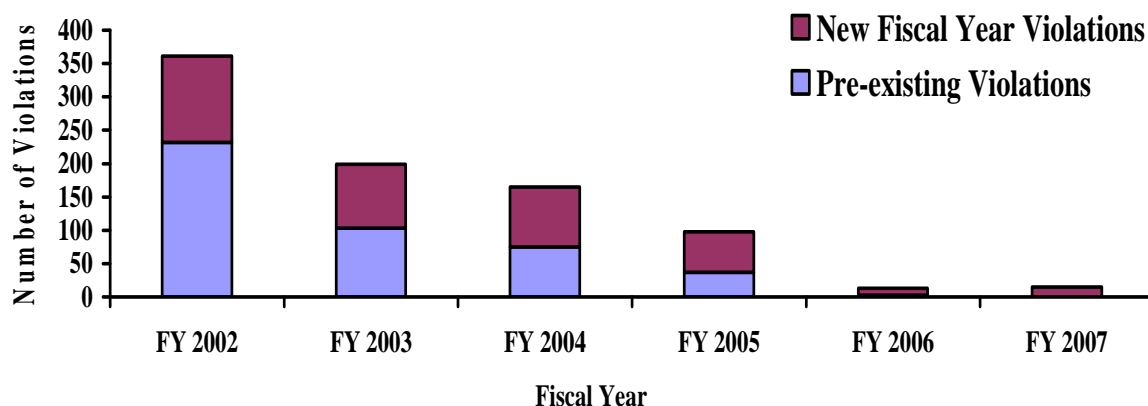
To help the public and the agencies monitor compliance with the information collection provisions of the PRA, OMB annually publishes a list of violations in the ICB (see Appendix B). This year, OMB is reporting the second lowest number of violations (resulting from the lapse of OMB's approval for an ongoing collection) that it has ever reported since implementing a "zero tolerance" approach to violations of the PRA. During FY 2007, the agencies reported 15 information collections that were violations, all 15 of which had expired in FY 2007. There were no pre-existing collections that had expired before October 1, 2006 and which were on-going into FY 2007.

To put the number of PRA violations into perspective, it is useful to consider that, as of June 2008, there were over 8,600 active OMB Control Numbers in the inventory of approved information collections. Moreover, OIRA desk officers review and approve approximately 3,500 information collection requests each year.

### Achieving Zero Violations

Agencies have made great progress in reducing the number of violations that occur and in resolving them more promptly. However, it is still the case that a number of collections become violations each year because agencies do not submit to OMB, on a timely basis, requests for renewal of OMB approval under the PRA. Thus, even if these violations are resolved quickly, agencies are nevertheless out of compliance with the law for relatively brief periods of time.

Figure 3. Total Number of Agency New and Pre-existing Violations, FY 2007



OMB tracks the number of information collections that expire each month and determines whether the collections are violations. Each year, OMB lists in the ICB the total number of agency violations.

Figure 3 represents the total number of agency violations that occurred during recent fiscal years and the total number of pre-existing violations carried over from the previous fiscal year.

OMB is committed to working with agencies to reduce the number of new violations and resolve all pre-existing violations. OMB is pleased to report that 73% of agencies reported zero violations in FY 2007, up from 64% in FY 2006. Of the agencies reporting violations, moreover, violations were usually resolved quickly.

Table 2 rates each of the 28 agencies for their compliance. For FY 2007, the Department of Transportation was the only agency to report five or more violations and receive an OMB rating of “poor.” This is an increase from FY 2006 when no agencies reported five or more violations. The number of agencies having between one and four violations decreased from ten to five. The number of agencies rated as good increased from 18 to 22.

**Table 3. Total Number of Expirations Reported as Violations, FY 2007<sup>5</sup>**

<b>Good</b>	<b>Need Improvement</b>	<b>Poor</b>
<b>0 Violations</b>	<b>1 to 4 Violations</b>	<b>5 or More Violations</b>
USDA	DOE	Transportation
DOC	DOJ	
DOL	HHS	
State	SBA	
E-Gov	SSA	
EPA		
FAR		
FCC		
FDIC		
FERC		
FTC		
NASA		
NSF		
NRC		
SEC		
Treasury		
DOD		
Education		
DHS		
HUD		
Interior		
VA		

<sup>5</sup>This list includes both violations that occurred in FY 2007 as well as those violations which occurred prior to FY 2006 but were discovered in FY 2007.



## Steps to Improve Agency Compliance

In addition to routine efforts to inform agency staff of the steps they can take to avoid incurring PRA violations, OMB has taken action in recent years to minimize violations further, including:

- **January 2007:** OMB enhanced the electronic database of information collections to enable agencies to prepare a watchlist of all the information collections that will expire in the next 150 days. This watchlist provides the agency with ample time to prepare a 60-day *Federal Register* notice, incorporate any public comments from the Notice into the collection, submit the collection to OMB for a 30-day review period, and receive clearance for the collection. Moreover, this watchlist specifically flags those information collections which the agency has not yet submitted to OMB for renewal so that agencies can focus on those information collections which most urgently require their attention.
- **April 2007:** OMB provided instructions to the agencies on how to use the watchlist and encouraged agencies to use this feature as a management tool to prevent future violations.
- **February 2008:** In the memorandum that OIRA sent to agencies that described their requirements for submission of ICB documents, OMB asked agencies to identify all violations that occurred in the past fiscal year.
- **Annually:** An agency-by-agency compilation of expirations reported as violations is displayed in the Information Collection Budget.

## Chapter 3. OMB's New PRA Information System

In July 2006, OMB implemented a new Internet-based system to track Information Collection Requests (ICRs) submitted to OIRA by agencies under the PRA. The new system is co-sponsored by the Regulatory Information Service Center (RISC) within the General Services Administration and OIRA. The system itself is referred to as “ROCIS” (RISC and OIRA Consolidated Information System).<sup>6</sup>

The introduction of ROCIS has greatly improved the ability of the agencies and OMB to meet their PRA responsibilities. Specifically, ROCIS provides the following capabilities:

- online creation and submission of all agencies' PRA requests;
- receipt and tracking of OIRA's review and decision process;
- electronic access to virtually all OIRA historical and current records related to PRA reviews;
- improved ability to search, identify, segment, aggregate, and analyze burden data (e.g., by affected segment of the public, small entities, lines of business, forms, electronic capability, topic, etc.);
- easier end-of-FY preparation of the ICB;
- and expanded public Internet display and search capability of data and documents associated with PRA reviews at [www.RegInfo.gov](http://www.RegInfo.gov), which is the public website associated with the ROCIS database.

ROCIS replaced a mainframe application that was designed in the early 1980s and was last significantly updated in 1995. There are many differences between the former system and the new one. The former system gave online access only to OIRA, while ROCIS expanded that access to hundreds of agency users throughout the Federal government. Also, the underlying database was redesigned to capture data at a lower level, adding dozens of new data fields and allowing more meaningful aggregation of burden hours and costs by information collection and by affected users.

The mainframe application program was completely rewritten for a web environment and the document collection system was overhauled so that all documents associated with ICR reviews are now collected electronically. In addition, the public website ([www.RegInfo.gov](http://www.RegInfo.gov)) was redesigned to provide the public with new reports, complete disclosure of the information provided by agencies for each ICR, and advanced search capabilities.

To make the new ROCIS system as complete as possible, data that had been collected for over 25 years were migrated from the previous mainframe application. Many data fields that had been newly created for ROCIS had never been collected previously. Some of these new data fields are used in the creation of the ICB. As a consequence, the reports used for last year's ICB were based on ICRs that were submitted mostly under the old system, and they did not have the new ROCIS data fields. In an effort to address this problem, a set of spreadsheets was generated from ROCIS containing raw

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<sup>6</sup>The ICR module was the third component of ROCIS to be implemented, following the introduction of the first two modules: the Regulatory Agenda and Regulatory Review. The Regulatory Agenda model is used to prepare the semiannual Unified Agenda of Federal Regulatory and Deregulatory Actions, and the Regulatory Review model is used to track OIRA's review of draft agency regulations pursuant to Executive Order 12866.

ICR data, which the agencies were asked to review and apportion into “old” and “new” columns. The ICB reports for FY 2007 reflect this process and thus are not easily aligned with data from earlier or later time periods.

Going forward, an increasing percentage of the ICRs that form the basis for the ICB reports will have been submitted under the ROCIS, and the resulting reports will reflect an increasing degree of consistency and alignment with the rest of the ROCIS data.

ROCIS will make OMB’s review of information collections more efficient and allow OMB to track more accurately the burden imposed by the Federal government. The new system will also:

- provide the public with a direct link to forms and other instruments maintained by Business Gateway’s Forms.gov, an online catalog of forms;
- provide greater public access and transparency to OMB’s review process (which will benefit the public and the Congress);
- help OMB monitor the impact of agency information collections on privacy; and
- help ensure agency compliance with Information Resources Management requirements.

## Chapter 4. Agency Initiatives to Reduce Burden

OMB regularly works with the agencies to examine ways to minimize the Federal paperwork burden on the public. One way that OMB formalizes this process is through the ICB report; last year, as we have done over a period of years, OMB requested that agencies (with total burden equal to or in excess of 10 million hours) develop initiatives that will result in a cumulative burden reduction level of approximately 1 percent of total agency burden.<sup>7</sup> This chapter provides status updates on the burden reduction initiatives that were published in last year's ICB.<sup>8</sup>

The nature of these burden reduction initiatives varies across government agencies. However, all initiatives are designed to improve program performance by enhancing the efficiency of agency information collections, reduce the burden per response on the public, or lead to a comprehensive review of an entire program, including regulations and procedures. Agencies were asked to provide a description of the initiative; a total estimate burden reduction; a date of completion; a list of information collections affected; and potential hurdles to accomplishing the initiative, including statutory or policy barriers. This chapter contains a summary of initiatives that agencies planned to implement in FY 2007 and beyond.

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<sup>7</sup>Agencies with total burden hours less than 10 million hours provided initiatives, but they were not subject to the 1 percent target.

<sup>8</sup>OMB is not reporting on a Federal Communications Commission (FCC) burden reduction initiative that was published in last year's ICB. This initiative, titled "Consumer Complaints Regarding Junk Faxes, Spam and Telemarketing Calls," involved an adjustment to FCC's burden estimate, not a program change due to agency action. Accordingly, OMB has removed this initiative from this year's ICB.

## Update on Burden Reduction Initiatives

Department of Agriculture		Status: IN PROGRESS
<b>Office:</b>	Animal and Plant Health Inspection Service (APHIS)	
<b>Initiative Title:</b>	Providing Online Access to Permit Applications (ePermits)	
<b>Description:</b>	The ePermits system is a large initiative that has been in development for several years and is being implemented in multiple phases. The ePermits system is an ongoing effort to improve citizens' knowledge of and access to USDA by enhancing service delivery and improving internal efficiency by promoting technology-based solutions. The next phase will bring even more services to accommodate our customers and will enable Federal regulatory officials to issue, track, and rapidly verify the validity of import permits, thus reducing data-entry, processing, and delivery time and expense.	
<b>Estimated Burden Reduction:</b>	9,073 hours	
<b>Collection(s) Affected:</b>	0579-0049, 0579-0054, 0579-0076, 0579-0129, 0579-0261, 0579-0285, 0579-0293, 0579-0015, 0579-0094, 0579-0145, 0579-0167, 0579-0183, and 0579-0245	
<b>Expected Date of Completion:</b>	FY2008: 0579-0129, 0183, 0145, 0076, and 0015 FY2009: 0579-0285, 0049, 0261, and 0293 FY2010: 0578-0054 and 0245	
<b>Hurdles to Completion:</b>	None	
<b>Status:</b>	In Progress	
Department of Agriculture		Status: COMPLETED
<b>Office:</b>	Cooperative State, Research, Education, and Extension Service (CSREES)	
<b>Initiative Title:</b>	CSREES eGrants and Grants.gov	
<b>Description:</b>	The purpose of the CSREES eGrants initiative is to automate back-end grant processes such as peer review and to leverage the Federal wide Research and Related (R&R) Grants.gov forms.	
<b>Estimated Burden Reduction:</b>	1,424 hours	
<b>Collection(s) Affected:</b>	0524-0025, 0524-0039, and 0524-0041	
<b>Date of Completion:</b>	October 1, 2007	

**Hurdles to Completion:**

None

**Status:**

CSREES now uses the National Institute of Health's (NIH) Small Business Innovation Research Forms. CSREES burden has rolled into NIH's collection. CSREES will also be revising 0524-0039 this year by retiring all paper based components of that approved activity. While there was no overall net reduction in burden achieved in this initiative, CSREES has streamlined its collections and aligned them with Federal forms to the maximum extent practical.

**Department of Agriculture****Status: IN PROGRESS****Office:**

Food and Nutrition Service (FNS)

**Initiative Title:**

FNS Burden Reduction Initiative

**Description:**

This initiative targets FNS information collections that are used to assure program eligibility, monitor income security, and comply with legislation and agency regulations. FNS will systematically review ICRs as they come up for review to attempt to improve program performance. Specifically, this initiative aims to cut redundancy, promote automation efforts, and partner with other agencies where feasible. FNS plans to accomplish the reduction within four years.

**Estimated Burden Reduction:**

820,000 hours

**Collection(s) Affected:**

0584-0006; 0584-0012, 0584-0026; 0584-0043; 0584-0064; 0584-0293; and 0584-0535

**Expected Date of Completion:**

FY 2011

**Potential Hurdles to Completion:**

None

**Status:**

The initiative is ongoing. The completion of the 2007 Farm Bill will likely impact information collection burden related to the Food Stamp Program and Food Distribution Programs.

**Department of Agriculture****Status: IN PROGRESS****Office:**

Rural Development

**Initiative Title:**

Rural Development Guaranteed Loans

**Description:**

The initiative will create a common platform for Rural Development guaranteed loan programs, including a common set of forms. The use of common forms across four loan programs will create efficiencies in reporting and reduce burden to lenders and borrowers.

**Estimated Burden Reduction:**

29,716 hours

**Collection(s) Affected:** 0570-0016, 0570-0017, 0570-0018, 0570-0050  
0572-0122, 0575-0137

**Expected Date of Completion:** December 31, 2008

**Potential Hurdles to Completion:** Completion of rulemaking.

**Status:** The proposed rule was published on September 14, 2007. The comment period ended on November 13, 2007. Rural Development received approximately 60 comments and is in the process of addressing the comments and making adjustments to the rule as necessary.

**Department of Agriculture****Status: IN PROGRESS**

**Office:** Rural Development Utilities Programs

**Initiative Title:** Streamline Telecommunications Program Contracts

**Description:** This is an ongoing effort to collapse twelve current contracts into four master contracts: equipment, construction, services, and software, will be implemented in phases over the next several years. This will then allow for the borrower to have a greater flexibility to adapt project information in completing a contract which in turn may reduce their overall burden.

**Estimated Burden Reduction:** TBD

**Collection(s) Affected:** 0572-0059, 0572-0107, 0572-0118, 0572-0023, 0572-0074

**Expected Date of Completion:** December 2009

**Potential Hurdles to Completion:** Working with multiple industry groups to obtain their views and to incorporate their input will take a considerable amount of time.

**Status:** The equipment contract has been modified and is currently being reviewed for final approval. The next step will be to prepare a notice for public comment. The Agency has begun to consult with industry groups to solicit their ideas on construction contract issues. This contract revision is expected to take a considerable amount of time due to varied opinions on how to proceed. All options will be considered which could include, but not limited to incorporating and/or substituting existing industry contract standards and, dividing the existing contract into two parts: one for an outside plant and another for towers and buildings.

**Department of Commerce****Status: IN PROGRESS**

**Office:** NOAA National Marine Fisheries Service

**Initiative Title:** National Permit System (NPS)

<b>Description:</b>	<p>The NPS provides for a centralized database with a Web-based permit application feature. NPS improvements directly affecting public burden are:</p> <ol style="list-style-type: none"> <li>1) Harmonization and linkage of appropriate data residing in separate regional permit, dealer, and vessel databases.</li> <li>2) Standardization of permit applications renewals, and electronic submission of fees.</li> <li>3) Use of common components and data throughout the permit process to reduce the burden of duplicative submission of recurrent data. Unique electronic signatures will be employed to unequivocally identify permit holders.</li> </ol>
<b>Estimated Burden Reduction:</b>	11,484 hours annually: an average savings of ten minutes on permit applications. There were 68,908 permit applications in 2006, the latest year available.
<b>Collection(s) Affected:</b>	0648-0194, -0202, -0203, -0204, -0205, -0206, -0269, -0272, -0304, -0327, -0334, -0393, -0398, -0401, -0460, -0471, -0490, -0512, -0513, -0514, -0545.
<b>Expected Date of Completion:</b>	October 2009 All regions/divisions will be using the system. Currently, online training and testing are being conducted by region/division, to be followed by deployment for each region.
<b>Potential Hurdles to Completion:</b>	Significant resources have been devoted to planning the National Permit System. All regions and divisions have had substantial input; therefore, no major obstacles are expected.
<b>Status:</b>	Work in progress.

Department of Commerce		Status: COMPLETED
<b>Office:</b>	U.S. Census Bureau	
<b>Initiative Title:</b>	Automated Export System	
<b>Description:</b>	<p>The Automated Export System (AES) is a collaborative effort by the U.S. Census Bureau and the Bureau of Customs and Border Protection (CBP) at the Department of Homeland Security. The AES will eliminate the manual process for filing the Shipper's Export Declaration (SED) by requiring the U.S. export trade community to file SED information electronically to the CBP mainframe computer system or through the Census Bureau's free Internet service, <i>AESDirect</i>. The AES initiative will reduce burden on respondents by reducing costs, removing the number of duplicate submissions reported monthly, making the filings more user-friendly, and improving the efficiency and accuracy of the data collection process.</p> <p>The Census Bureau has been phasing in usage of the AES since 1995 when the initiative began. At that time, public reporting burden was 1.15 million hours annually. Reporting burden has declined steadily</p>	



since then as export transactions are increasingly reported via AES. When AES becomes mandatory as part of interagency regulatory action, reporting burden will be reduced to approximately 765,000 hours annually. This constitutes a total burden reduction of approximately 385,000 hours over the life of this initiative.

**Estimated Burden Reduction:** 385,000 hours (lifetime)

**Collection(s) Affected:** 0607-0152

**Expected Date of Completion:** September 2008

**Potential Hurdles to Completion:** None.

**Status:** Completed.

**Department of Commerce****Status: COMPLETED**

**Office:** U.S. Census Bureau

**Initiative Title:** Company Organization Survey (COS)

**Description:** The Census Bureau conducts the annual COS in order to maintain and update a centralized, multipurpose Business Register (BR). Specifically, the COS supplies critical information on the organizational structure, operating characteristics, employment, and payroll of multilocation enterprises. In 2007, COS will be conducted in conjunction with the Quinquennial Economic Census which will reduce burden on business by collecting BR data only once for multilocation enterprises. The Economic Census uses a Web-based reporting system -- the Generalized Instrument Design System -- that greatly reduces the reporting burden on businesses.

**Estimated Burden Reduction:** 111,834 hours

**Collection(s) Affected:** 0607-0444

**Date of Completion:** 2007

**Potential Hurdles to Completion:** None

**Status:** Completed

**Department of Defense****Status: COMPLETED**

**Office:** Defense Procurement and Acquisition Policy / Defense Acquisition Regulations System

**Initiative Title:** Acquisition of Ball and Roller Bearings (DFARS Case 2003-D021)

**Description:** This DFARS case eliminated the requirement for contractors to submit a written plan for transitioning from a non-domestic to domestically manufactured bearings and the requirement to keep records showing compliance with the restriction for three years after final payment, as was required by the Restriction on Acquisition of Ball and Roller Bearings clause. This change retains only the waiver procedures required by the annual defense appropriations acts, while eliminating the other requirements.

**Estimated Burden Reduction:** 303,900 hours

**Collection(s) Affected:** 0704-0229

**Date of Completion:** July 2007

**Potential Hurdles to Completion:** None

**Status:** Completed

**Department of Defense****Status: COMPLETED**

**Office:** Defense Finance and Accounting Service (DFAS)

**Initiative Title:** Burden Reduction for Personal check Cashing Agreement Collection

**Description:** During the prior collection period, the number of respondents increased dramatically due to the call up of reserve forces needed to support the conflicts in Afghanistan and Iraq. The number of Reserve troops are now more stable. Additionally, several key initiatives within DoD have lessened the need to provide check cashing services. Those initiatives include the introduction of the ATM at Sea Program, Eagle Cash, Navy Cash and Marine Cash. These programs provide military members and civilian employees with the ability to access funds via ATMs, transfer funds between accounts and perform other financial transactions, reducing the need to cash personal checks.

**Estimated Burden Reduction:** 181,462 hours

**Collection(s) Affected:** 0730-0005

**Date of Completion:** March 2007

**Potential Hurdles to Completion:** None

**Status:** Completed

Department of Education		Status: IN PROGRESS
<b>Office:</b>	Office of Planning, Evaluation, and Policy Development	
<b>Initiative Title:</b>	<i>EDFacts</i>	
<b>Description:</b>	<i>EDFacts</i> continues the development of an Education Data Exchange Network (EDEN), providing State Education Agencies (SEAs) and the Federal government with the capacity to transfer and analyze information about education programs. When fully implemented, EDEN will not only provide timely performance data to education decision makers and grant managers, but will also streamline the data collection process and reduce reporting burden.	
<b>Estimated Burden Reduction:</b>	22,954 hours in FY 2007 (based on partial implementation of the initiative)	
<b>Collection(s) Affected:</b>	1870-0500, 1820-0644, 1810-0614, 1810-0021, 1810-0519, 1810-0618, 1810-0646, 1810-0650, 1810-0674, 1810-0675, 1810-0676, 1820-0043, 1820-0517, 1820-0518, 1820-0521, 1820-0621, 1820-0624, 1820-0659, 1850-0067, 1855-NEW, 1865-0002, 1885-0553, 1890-0007.	
<b>Expected Date of Completion:</b>	School Year 2009-2010	
<b>Potential Hurdles to Completion:</b>	Changes at the State level can impact the potential success of this initiative.	
<b>Status:</b>	In FY07, all SEAs completed the Consolidated State Performance Report, a major K-12 collection, through <i>EDFacts</i> .	
Department of Education		Status: IN PROGRESS
<b>Office:</b>	Office of Management	
<b>Initiative Title:</b>	Information Collection Transformation Process (ICTP)	
<b>Description:</b>	This initiative requires a robust, cross-cutting, and analytical review of information collection requests to address more effectively the guidance and spirit of the Paperwork Reduction Act. Analysts in Regulatory Information Management Services (RIMS) work with offices within the Department of Education (ED) to reduce duplication, consolidate collections, and collect information more efficiently.	
<b>Estimated Burden Reduction:</b>	433,700 hours (1% reduction)	
<b>Collection(s) Affected:</b>	Various	
<b>Expected Date of Completion:</b>	FY 2009	
<b>Potential Hurdles to Completion:</b>	A review of this complexity is resource- and time-intensive and involves coordination among numerous ED offices.	
<b>Status:</b>	RIMS has worked with ED program offices to reduce information collection burden wherever possible, including reviewing revisions	

and extensions, and preparing discontinuations. In FY 2007, ED experienced total burden reductions of 137,337 hours from several revisions, extensions, and discontinuations.

Department of Energy		Status: IN PROGRESS
<b>Office:</b>	Office of Procurement and Assistance Management	
<b>Initiative Title:</b>	Federal Financial Assistance Management Improvement Act	
<b>Description:</b>	The Department will continue to work to improve and standardize its financial assistance reporting requirements as part of the government-wide Grants.gov initiative. The office is actively involved in the implementation of the Federal Financial Assistance Management Improvement Act in an effort to streamline and simplify the application process and the administration of grants in the area of financial assistance. The Grants.gov initiative allows potential applicants to search the website to easily find and apply for financial assistance opportunities. As a result of this initiative, application forms previously used by the Department in financial assistance have been replaced by standardizes Government-wide electronic forms maintained by the Grants.gov Project Office resulting in a burden reduction for applicants of financial assistance.	
<b>Estimated Burden Reduction:</b>	7,918 hours	
<b>Collection(s) Affected:</b>	1910-0400	
<b>Expected Date of Completion:</b>	Completed in second quarter of FY 2009.	
<b>Potential Hurdles to Completion:</b>	None.	
<b>Status:</b>	The proposed replacement forms have gone out but substantial comments were received and all comments are being considered by interagency workgroups.	

Department of Health and Human Services		Status: IN PROGRESS
<b>Offices:</b>	Centers for Medicare and Medicaid Services (CMS), Food and Drug Administration (FDA), Administration for Children and Families (ACF), National Institutes of Health (NIH), Substance Abuse and Mental Health Services Administration (SAMHSA), Office of the Secretary (OS)	
<b>Initiative Title:</b>	Departmental Targeted Plan for 1% Reduction in Burden Hours	
<b>Description:</b>	This initiative aimed to achieve the maximum possible burden reduction among the Department of Health and Human Service's (HHS) largest collections. The plan began with an analysis of all information collections that have the largest number of burden hours in order to identify opportunities for burden reduction within each	

collection. The initiative focused on improving the efficiency of information collections by eliminating or revising obsolete forms, promoting where feasible the increased use of electronic reporting and electronic signatures for larger collections, working with agency legislative staff to identify statutory paperwork burden, and identifying data collections which can support decreased frequency of reporting requirements.

**Estimated Burden Reduction:**

5,316,000 hours

**Collection(s) Affected:** 0910-0001, 0910-0014, 0910-0037, 0910-0073, 0910-0119, 0910-0130, 0910-0152, 0910-0230, 0910-0309, 0910-0381, 0910-0435, 0910-0442, 0910-0485, 0910-0520, 0910-0537, 0910-0538, 0910-0578, 0910-0560, 0925-0001, 0930-0158, 0938-0008, 0938-0022, 0938-0550, 0938-0062, 0938-0214, 0938-0279, 0938-0302, 0938-0463, 0938-0565, 0938-0566, 0938-0612, 0938-0679, 0938-0685, 0938-0739, 0938-0753, 0938-0760, 0938-0761, 0938-0907, 0938-0920, 0938-0949, 0938-0957, 0938-0964, 0938-0978, 0938-0989, 0938-0999, 0970-0148, 0970-0166, 0980-0140, 0990-0260, 0990-0294

**Expected Date of Completion:**

2010

**Potential Hurdles to Completion:**

Legislative or regulatory mandates. Technology limitations.

**Status:**

HHS's initiative remains ongoing at this time.

**Department of Homeland Security**

**Status: IN PROGRESS**

**Office:**

Federal Emergency Management Agency (FEMA)

**Initiative Title:**

Web-Based (e-Grants) Application and Reporting

**Description:**

FEMA is working to integrate an agency-wide eGrants on-line application that will be available to the public via the Internet. The consolidation will carry a universal OMB control number thus eliminating the need for various information collection requests. FEMA will standardize the application and reporting requirements across grant programs.

**Estimated Burden Reduction:**

300,458 hours

**Collection(s) Affected:** 1660-0025, 1660-0018, 1660-0058, 1660-0061, 1660-0071, 1660-0072, 1660-0073, 1660-0076, 1660-0017, 1660-0085, 1660-0075

**Expected Date of Completion:**

2008

**Potential Hurdles to Completion:** FEMA's ability to effectively coordinate with the various programs on the need to develop fewer eGrants applications and reporting mechanisms, aimed at having one web-based application able to accommodate programs and DHS efficient move toward the implementation of a DHS-wide electronic grant system and adequate funding.

**Status:** In Progress

<b>Department of Homeland Security</b>	<b>Status: IN PROGRESS</b>
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**Office:** U.S. Citizenship and Immigration Services (USCIS)

**Initiative Title:** Business Transformation – Account Based Processing

**Description:** The U.S. Citizenship and Immigration Services (USCIS) Business Transformation Project is an account based, electronic processing initiative that eliminates the need for applicants, employers, and attorneys to file redundant biographical or corporate data when requesting benefits on their own behalf or on behalf of another petitioner. Customers will create online accounts, which will store customer centric data typically required to be filed with each form. Burden reduction occurs when data is re-used between applications and petitions.

USCIS Business Transformation and transition to an account based structure presently includes four distinct initiatives: Digitization, Secure Information Management (SIMS), Enumeration, and Biometric Storage System (BSS).

**Estimated Burden Reduction:** 1,564,296 hours

**Collection(s) Affected:** 1615-0082, 1615-0013, 1615-0003, 1615-0040, 1615-0043, 1615-0009, 1615-0010, 1615-0015, 1615-0048, 1615-0079, 1615-0001, 1615-0012, 1615-0018, 1615-0095, 1615-0020, 1615-0023, 1615-0029, 1615-0030, 1615-0090, 1615-0032, 1615-0064, 1615-0005, and 1615-0044

**Expected Date of Completion:** FY 2012

**Potential Hurdles to Completion:** Redesign of all forms currently used and concurrent redesign, development, and implementation of supporting IT systems. Funding limitations and deployment risks require incremental implementation.

**Status:** In Progress

<b>Department of Housing and Urban Development</b>	<b>Status: COMPLETED</b>
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**Office:** Office of Departmental Grants Management and Oversight

<b>Initiative Title:</b>	“Logic Model” Grant Performance Report Standard
<b>Description:</b>	Applicants of HUD Federal Financial Assistance are required to indicate intended results and impacts of proposed grants implementation. Grant recipients report against their baseline performance standards. This process replaced various current progress reporting requirements to reduce reporting burdens. It also promotes greater emphasis on performance and results in grant programs. The information is used by grantees to better manage their programs and encourages self-evaluation to ensure time progress and compliance. A revised Logic Model automates responses through a drop down table listing. This was done in response to customer concerns about the difficulty in putting information in the previously approved form. This revision reduced the burden dramatically as the new version of the form takes a third of the time per response compared to the previous 18 hours per response.
<b>Estimated Burden Reduction:</b>	445,225 hours
<b>Collection(s) Affected:</b>	2535-0114
<b>Date of Completion:</b>	September 2007
<b>Potential Hurdles:</b>	N/A
<b>Status:</b>	Completed.

**Department of Interior****Status: COMPLETED**

<b>Office:</b>	U.S. Fish and Wildlife Service
<b>Initiative Title:</b>	Reduction of Forms used for Grant Applications
<b>Description:</b>	This initiative simplified the application process for grants administered by the U.S. Fish and Wildlife Service (Service) by reducing the numbers and different types of forms that applicants must complete. The Service has increased its use of Grants. It has eliminated ten forms associated with the grants application process.
<b>Estimated Burden Reduction:</b>	5,348 hours
<b>Collection(s) Affected:</b>	1018-0049, Grant Agreement and Amendment to Grant Agreement (-5,250 hrs, OMB approved 9/26/2006) 1018-0110, NEPA Compliance Checklist (-80 hrs, OMB approved 9/26/2006) 1018-0111, Summary Information for Ranking National Coastal Wetlands Grant Program Proposals (-18 hrs, OMB approved 9/26/2006) 1018-0123, International Conservation Grant Programs (OMB

approved 8/30/2007). The Service replaced six forms with one new form (FWS Form 3-2338). Use of this form will not reduce burden on applicants; however, having only one form as the cover page for all international grant programs will simplify procedures for applicants and make applying for grants much easier.

**Date of Completion:** August 2007.

**Potential Hurdles:** None

**Status:** Completed.

<b>Department of Justice</b>	<b>Status: COMPLETED</b>
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**Office:** Federal Bureau of Investigation

**Initiative Title:** Cost Recovery Regulations, Communications Assistance for Law Enforcement Act of 1994

**Description:** This collection allowed telecommunications carriers to recover allowable costs associated with complying with the Communications Assistance for Law Enforcement Act (CALEA), which went into effect on October 25, 1994. In implementing the law, the FBI adopted an initial strategy of entering into nationwide software "Right-to-Use" (RTU) agreements with manufacturers of telecommunications equipment. These solutions were distributed to any telecommunications carrier with the corresponding equipment. Further, the FBI adopted a secondary strategy of reimbursing telecommunications carriers for certain costs associated with deploying these solutions in their respective networks. As a result of Congressional action, funds used for reimbursement (i.e., the Telecommunications Carrier Compliance Fund [TCCF]) have been rescinded.

**Estimated Burden Reduction:** 45,920 hours

**Collection(s) Affected:** 1110-0022, "Cost Recovery Regulations, Communications Assistance for Law Enforcement Act of 1994"

**Date of Completion:** April 2007

**Potential Hurdles:** None

**Status:** Completed.

<b>Department of Justice</b>	<b>Status: IN PROGRESS</b>
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**Office:** Federal Bureau of Investigation



<b>Initiative Title:</b>	Uniform Crime Reporting Program
<b>Description:</b>	The Attorney General designated the FBI to acquire, collect, classify, and preserve national data on criminal offenses as Part of the Uniform Crime Reports, under Title 28, Section 534, U.S. Code. Acquisition, Preservation, and Exchange of Identification Records; Appointment of officials. As States become eligible to submit data to National Incident-Based Reporting System (NIBRS) electronically, the States will no longer need to submit the data via manual forms. UCR is in the process of updating its 1965 database system to make it electronic and reduce the burden for next year.
<b>Estimated Burden Reduction:</b>	97,927 hours
<b>Collection(s) Affected:</b>	1110-0001
<b>Expected Date of Completion:</b>	FY 2012
<b>Potential Hurdles to Completion:</b>	None.
<b>Status:</b>	In Progress.

**Department of Labor****Status: IN PROGRESS**

**Office:** Office of the Chief Information Officer

**Initiative Title:** Internal E-Government Scorecard

**Description:** As part of an agency-wide program for implementing the President's Management Agenda, the Department's Office of the Chief Information Officer included PRA-related rating elements in its semiannual Internal E-Government Scorecard (the Scorecard). In this regard, DOL sub-agencies cannot receive a rating of "green" unless, among other things, they are effectively implementing the PRA. In order to ensure each sub-agency explores opportunities for practical burden reduction, one rating element in the Scorecard requires a plan to reduce burden by at least 1% of the sub-agency's over all burden hours. From this effort, the Department identified five activities to reduce overall burden: 1) revise the Annual Information Return/Report (Form 5500 series) and add a short form which could be filed by many small employee benefit plans; 2) discontinue the Equal Opportunity Survey since it lacked utility; 3) remove or revise duplicative, unnecessary, and inconsistent safety and health standards related to personal protective equipment in general industry; 4) streamline reporting and recordkeeping requirements for seven Workforce Investment Act programs currently approved under three OMB control numbers into one

	collection of information; and 5) reduce burden by examining the potential for streamlining training requirements contained in health standards.
<b>Total Burden Reduction to Date:</b>	233,000 hours
<b>Total Estimated Burden Reduction:</b>	1.7 million hours
<b>Collection(s) Affected:</b>	1210-0110, 1215-0196, 1218-0205, 1205-0NEW (1205-0420, 1205-0240, 1205-0392), 1218-0061, 1218-0085, 1218-0092, 1218-0108, 1218-0126, 1218-0133, 1218-0170, and 1218-0185.
<b>Expected Date of Completion:</b>	Ongoing (see Status below).
<b>Potential Hurdles to Completion:</b>	Rulemaking process and stakeholder acceptance.
<b>Status:</b>	<p>Two initiative milestones have been completed:</p> <ul style="list-style-type: none"> <li>• In November 2007, DOL revised its Form 5500 series and introduced a shortened form (5500-SF) reducing burden by 23,000 hours. Further burden reduction of approximately 15,643 hours is expected in late 2008 due to increased familiarity with the Form 5500-SF by filers.</li> <li>• On September 30, 2006, DOL discontinued the Equal Opportunity Survey (See OMB Notice of Action dated 09/08/2006) reducing public paperwork burdens by 210,000 hours.</li> </ul> <p>Three other initiative milestones are in progress:</p> <ul style="list-style-type: none"> <li>• 1218-0205: The Advance Notice of Proposed Rulemaking inter alia for 29 C.F.R. § 1910.132 was published on December 21, 2006 (71 FR 76623). The Notice of Proposed Rulemaking will be published in November 2008. The potential burden saving is approximately 1.1 million hours.</li> <li>• 1205-0NEW (1205-0420, 1205-0240, 1205-0392): DOL plans to implement a collection titled, "Workforce Investment Streamlined Performance Reporting System," in Program Year 2009.</li> <li>• 1218-0061, 1218-0085, 1218-0092, 1218-0108, 1218-0126, 1218-0133, 1218-0170, and 1218-0185: Advance Notice of Proposed Rulemaking inter alia for 29 C.F.R. part 1910 was published on December 21, 2006 (71 FR 76623) and the Notice of Proposed Rulemaking will be published in November 2008. The potential burden saving is at least</li> </ul>

8,000 hours.

<b>Department of Labor</b>		<b>Status: IN PROGRESS</b>
<b>Office:</b>	Occupational Safety and Health Administration	
<b>Initiative Title:</b>	Standard on Mechanical Power Presses	
<b>Description:</b>	<p>The Occupational Safety and Health Administration (OSHA) is updating the Mechanical Power Press Standard (29 C.F.R. § 1910.217) to address industry concerns that it is out-of-date and could be less burdensome. One provision in this standard requires employers to conduct inspections and prepare certification records of mechanical power presses. Any modification to the frequency of inspection or removal of the certification records will significantly reduce the burden hours. OSHA published the Advance Notice of Proposed Rulemaking on June 4, 2007 (72 FR 30729); has completed analyzing public comments and expects to publish the Notice of Proposed Rule Making in 2009.</p>	
<b>Total Burden Reduction to Date:</b>	None.	
<b>Total Estimated Burden Reduction:</b>	1,373,054 hours	
<b>Collection(s) Affected:</b>	1218-0229	
<b>Expected Date of Completion:</b>	FY 2009	
<b>Potential Hurdles to Completion:</b>	Regulatory delays and stakeholder acceptance.	
<b>Status:</b>	In Progress.	

<b>Department of State</b>		<b>Status: COMPLETED</b>
<b>Office:</b>	Bureau of Consular Affairs, Overseas Citizens Services (CA/OCS/PRI)	
<b>Initiative Title:</b>	American Citizen Services, Internet Based Registration System (IBRS)	
<b>Description:</b>	<p>The new electronic IBRS allows U.S. citizens residing or traveling abroad to register their travel plans using the Internet prior to their trip. The information is used to facilitate locating and contacting U.S. citizens in the event of a major disaster, incident abroad, evacuation, or a family emergency. The implementation of this system allows for more accurate respondent and burden calculations and reduces the number of hours respondents spend filling out paper</p>	

forms.

**Estimated Burden Reduction:** 450,000 hours

**Collection(s) Affected:** 1405-0152

**Date of Completion:** FY 2008

**Potential Hurdles to Completion:** N/A

**Status:** Completed

<b>Department of State</b>	<b>Status: IN PROGRESS</b>
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**Office:** Bureau of Educational and Cultural Affairs (ECA/EC/PS)

**Initiative Title:** Annual Report by Sponsors of J-1 Exchange Visitor Program

**Description:** The Exchange Visitor Program Annual Report form provides a means for sponsoring organizations to report a summary of exchange visitor activity and an accounting of the number of Forms DS-2019 used. It also provides a means for the Department to maintain appropriate oversight of the Exchange Visitor Program. This report will be integrated into the electronic SEVIS system (Student and Exchange Visitor Information System). The ability to provide information electronically will reduce the administrative and financial burdens on the sponsors when submitting their annual report.

**Estimated Burden Reduction:** 500 hours

**Collection(s) Affected:** 1405-0151

**Expected Date of Completion:** September 2010

**Potential Hurdles:** Revision of Form DS-3097 to meet electronic requirements and Implementation by DHS in the Student and Exchange Visitor Information System (SEVIS) II.

**Status:** In Progress

<b>Department of Transportation</b>	<b>Status: COMPLETED</b>
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**Office:** Federal Aviation Administration

<b>Initiative Title:</b>	Competition Plans, Passenger Facility Charges
<b>Description:</b>	Changes in filing requirements have substantially reduced the hourly burden for reporting and recordkeeping. The original call for reporting annually has been reduced to a call for reporting as needed whenever a facility has a new user lease agreement or needs to file a denial of access report.
<b>Estimated Burden Reduction:</b>	3,370 hours
<b>Collection(s) Affected:</b>	2120-0661
<b>Date of Completion:</b>	June 2007
<b>Potential Hurdles:</b>	N/A
<b>Status:</b>	Completed.

**Department of Transportation****Status: IN PROGRESS**

<b>Office:</b>	Federal Motor Carriers Safety Administration (FMCSA)
<b>Initiative Title:</b>	Electronic On-Board Recorders (EOBRs) for Hours-of-Service Compliance
<b>Description:</b>	FMCSA proposed to amend the Federal Motor Carrier Safety Regulations (FMCSRs) to incorporate new performance standards for EOBRs installed in commercial motor vehicles (CMVs) in a Notice of proposed rule making (NPRM). One provision of the NPRM would require certain motor carriers with severe Hour-of-Service (HOS) noncompliance records (i.e., the most chronic violators who have a demonstrated history of poor HOS compliance) to install and use EOBRs to record and manage their drivers' HOS in accordance with the regulations in the proposed Appendix C of 49 CFR Part 385. Under the proposed rulemaking, FMCSA would also provide partial relief from HOS supporting documents requirements for certain motor carriers that voluntarily use EOBRs and encourage EOBR use by motor carriers of property that have CMVs equipped with sleeper berths. DOT published an NPRM on January 18, 2007; development of the final rule is still in progress.
<b>Estimated Burden Reduction:</b>	665,000 hours
<b>Collection(s) Affected:</b>	2126-0001
<b>Expected Date of Completion:</b>	2008

**Potential Hurdles:** Finalization of regulation.

**Status:** In Progress.

**Department of Transportation**

**Status: IN PROGRESS**

**Office:** Federal Motor Carriers Safety Administration (FMCSA)

**Initiative Title:** Unified Registration System

**Description:** FMCSA proposed the Unified Registration System (URS) that would apply to almost every motor carrier, freight forwarder, and broker required to register with DOT operating along the U.S.-Mexico international border. Section 13908 of the Interstate Commerce Commission Termination Act of 1995 (ICCTA) directed the Secretary of Transportation to create a single, on-line Federal system to replace the systems for issuing DOT numbers, licensing and registration, and financial responsibility.

**Estimated Burden Reduction:** 162,210 hours

**Collection(s) Affected:** 2126-0013, 2126-0016, 2126-0017, 2126-0018 and 2126-0019

**Expected Date of Completion:** 05/2009

**Potential Hurdles:** Unknown.

**Status:** NPRM published on May 19, 2005. FMCSA will publish a supplemental rulemaking to provide an opportunity for public notice and comment on the new Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA-LU) impacts on the URS. The completion date for the final rule is subject to the completion of 12 higher-priority rulemakings, as identified by the Secretary and Administrator.

**Department of Transportation**

**Status: IN PROGRESS**

**Office:** Federal Transit Administration (FTA)

**Initiative Title:** Metropolitan and Statewide Transportation Planning

**Description:** DOT's FTA and Federal Highway Administration (FHWA) jointly carry out the Federal mandate to improve metropolitan and statewide transportation under authority of Title 49, Chapter 53, and Title 23 of the United States Code. The Metropolitan and Statewide Transportation Planning programs provide financial assistance to States for transportation planning, operations and capital

investments. The reporting frequency required for some reports has been reduced as a result of the implementation of the transportation reauthorization law of 2005 (SAFETEA-LU) and this resulted in a reduction in burden hours.

**Estimated Burden**

**Reduction:** 64,605 hours

**Collection(s) Affected:** 2132-0529

**Expected Date of Completion:** November 2008

**Potential Hurdles:** None.

**Status:** FTA and FHWA are reviewing the field's (FTA Regions & FHWA Divisions) oversight of the respondents' implementation of program requirements to look for opportunities to streamline the process and improve responsiveness. A survey of FTA Regional and FHWA Divisional staff has just been completed and recommendations will be made.

**Department of Transportation****Status: IN PROGRESS****Office:**

National Highway Traffic Safety Administration (NHTSA)

**Initiative Title:**

Consolidated Vehicle Identification Number (VIN) Requirements and Motor Vehicle Theft Prevention Standards

**Description:**

These standards specify physical requirements for the VIN and its installation format and content to simplify information retrieval and increase the efficiency of defect recall campaigns and identify likely high theft vehicles. In accomplishing these requirements the burden of record keeping hours are being streamlined. In last year's ICB, NHTSA estimated a reduction of 440,000 hours. The reduction is now estimated to be 609,397 hours.

**Estimated Burden**

**Reduction:** 609,397 hours

**Collection(s) Affected:** 2127-0510

**Expected Date of Completion:** October 2008

**Potential Hurdles:** None

**Status:** In Progress.

Department of Treasury		Status: COMPLETED
<b>Office:</b>	Department of the Treasury, Internal Revenue Service (IRS), Office of Taxpayer Burden Reduction	
<b>Initiative Title:</b>	Form 940 Simplification	
<b>Description:</b>	Working with representatives from other Federal and State agencies, along with a number of internal and external stakeholders, the IRS Office of Taxpayer Burden Reduction created a “plain language” Form 940 that is logical, easy to follow, and compatible with optical scanning. This form was put into place beginning calendar year 2006, with the first returns due January 31, 2007. The new logical sequence, visual cues, and separate Schedule A for multi-State employers were key features of the new form.	
<b>Estimated Burden Reduction:</b>	7.6 million hours (previously reported). Along with the estimated burden reduction for the form completion, the first-year processing results showed a significant decline in the number of Letter 0142C (Unemployment Return Incomplete for Processing Form 940) sent to taxpayers. The count dropped from 14,291 sent out seeking information for the 2005 Form 940 to 2,942 sent out on the 2006 form.	
<b>Collection(s) Affected:</b>	1545-0028	
<b>Date of Completion:</b>	2007	
<b>Potential Hurdles:</b>	N/A	
<b>Status:</b>	Completed.	
Department of Treasury		Status: ON HOLD
<b>Office:</b>	Department of the Treasury, Internal Revenue Service (IRS), Office of Taxpayer Burden Reduction	
<b>Initiative Title:</b>	Office in the Home (OIH), Form 8829, Business Use of Your Home, Simplification	
<b>Description:</b>	Tax practitioners have identified Form 8829 as one of the most burdensome Federal tax forms or schedules that must be completed by small business taxpayers. They stated that the Form 8829 has three parts to complete and is difficult to explain to clients. Additionally, the Small Business Administration (SBA) Office of Advocacy included OIH in its 2008 Top 10 Rules for Review and Reform. The Top 10 are drawn from over 80 rules nominated by small business owners and their representatives as part of the	



Regulatory Review and Reform (r3) initiative. The r3 initiative calls for the IRS to permit a standard deduction for home-based businesses, which constitute 53% of all small businesses.

In the 2008 Advocate's Report to Congress, IRS National Taxpayer Advocate questioned whether most taxpayers who are eligible to take the deduction actually do so. The Advocate urged lawmakers to offer taxpayers a simpler, optional method of calculating the home-office deduction.

To address these concerns, the TBR OIH project team proposed a simplified optional method for use by Schedule C, F, and A filers to calculate the amount of their deduction for business use of their home by using a "dollar rate per square foot," similar to the standard mileage rate for business use of automobiles. This approach would reduce the taxpayer's burden in calculating the allowable deduction.

**Estimated Burden Reduction:**

Approximately 2.6 million of the 18.5 million Schedule C filers claimed an OIH deduction in tax year 2003. In 2003, the average recordkeeping, preparation time, etc., was 2.57 hours, and the total burden for Schedule C filers who claimed OIH in Tax Year 2003 equaled 6.84 million hours. The IRS recognizes that many taxpayers who may be eligible for the deduction do not claim it because of the complexity of the computation.

**Collection(s) Affected:** 1545-0074

**Expected Date of Completion:**

Unknown – project currently on hold.

**Potential Hurdles:**

After further examination of the issue and the laws surrounding depreciation, Treasury decided a legislative solution may be more viable. Because the law requires the recapture of depreciation whether it is recognized or not, the exclusion of a depreciation factor in the standard deduction appeared to create a legal hurdle. If a depreciation factor was added to the standard deduction, recapturing that depreciation could only offer pennies on the dollar for those people in high-dollar areas, and it was decided this was not sound policy. These hurdles currently preclude Treasury from pursuing an administrative solution.

**Status:**

On hold.

**Department of Treasury**

**Status: COMPLETED**

**Office:**

Internal Revenue Service (IRS), Office of Taxpayer Burden Reduction

<b>Initiative Title:</b>	Simplification of the S-Corporation Election
<b>Description:</b>	Currently, 26 percent of Form 2553 filers are unsuccessful in filing their first tax return. This initiative established a more efficient and less burdensome process, making it easier for taxpayers to file the return. Form 2553, the S-Corporation Election Form, was simplified by reducing the information required, and the filing process was simplified by making the due date of the election consistent with other filings.
<b>Estimated Burden Reduction:</b>	8 million hours (preliminary estimate)
<b>Collection(s) Affected:</b>	1545-0130
<b>Date of Completion:</b>	2007
<b>Potential Hurdles:</b>	N/A
<b>Status:</b>	Completed

Department of Treasury		Status: IN PROGRESS
<b>Office:</b>	Internal Revenue Service (IRS), Office of Taxpayer Burden Reduction	
<b>Initiative Title:</b>	Employers Annual Federal Tax Program (Form 944)	
<b>Description:</b>	<p>Under previous law, most employers who withhold income taxes from wages or who must pay social security or Medicare tax must use Form 941, Employer's Quarterly Federal Tax Return, to quarterly report those taxes.</p> <p>Starting with Tax Year 2006, certain eligible employers can file and pay these taxes only once a year instead of every quarter using the new annual Form 944. The information reported by taxpayers and the layout of Form 944 is very similar to Form 941, but the primary advantage is that it is filed once a year instead of quarterly. Small employers are defined by the law as taxpayers whose total employment tax liability is equal to \$1,000 or less. For Tax Year 2006, only employers that had received written notice from the IRS could file Form 944.</p>	
<b>Estimated Burden Reduction:</b>	Treasury's preliminary estimates indicate a reduction in time burden for form completion and submission of 700,000 hours.	
<b>Collection(s) Affected:</b>	1545-2007, 1545-2010, and 1545-0029	

<b>Expected Date of Completion:</b>	2010
<b>Potential Hurdles:</b>	IRS is in a post-implementation data gathering phase of this project. IRS is collecting internal and external input on the project to determine if it does in fact reduce burden for small employers. Less than 6 percent of this group of employers use a paid practitioner, so IRS is doing user surveys in addition to the feedback gathered from the practitioner community. Based on the data received from these surveys, IRS will consider raising the threshold for participation, making participation voluntary (currently it is mandatory) and other similar changes to the program.
<b>Status:</b>	In progress.

Department of Treasury		Status: IN PROGRESS
<b>Office:</b>	Internal Revenue Service (IRS), Office of Taxpayer Burden Reduction	
<b>Initiative Title:</b>	Web-based Tax Calculators on IRS.gov	
<b>Description:</b>	<p>There are three tax calculators currently deployed on IRS.gov, and one scheduled to go online in late March 2007, that are designed to help taxpayers complete certain tax forms and worksheets.</p> <p>Since the deployment of the Sales Tax Deduction Calculator in January 2007, taxpayers can now figure the amount of the general State and local sales tax they can deduct by answering a few questions on the IRS.gov website, rather than completing a worksheet and using the optional sales tax tables located in the instructions for Schedule A.</p> <p>Taxpayers can choose to utilize the Alternative Minimum Tax (AMT) Assistant on IRS.gov, in lieu of completing the “Worksheet to See if You Should Fill in Form 6251 – Line 45” of the Form 1040. With just a few questions, the AMT Assistant can tell the taxpayer if he or she will need to complete Form 6251 to determine the amount of AMT due.</p> <p>Taxpayers complete the form W-4 so that their employer can withhold Federal income tax from their pay. In order to determine the correct amount to withhold, the taxpayer can either complete a set of three worksheets that accompany the W-4, or they can use the Withholding Calculator on the IRS.gov website.</p> <p>The Economic Stimulus Payment Calculator, which is scheduled for deployment on IRS.gov on March 17, is designed to help taxpayers verify their eligibility for a stimulus payment this year, and to determine the amount of payment they should expect. Taxpayers</p>	

will anonymously enter just a few items from their 2007 tax return in a few simple steps. The purpose is to help educate taxpayers and to minimize the number of calls that they make to assistors.

**Estimated Burden Reduction:**

We estimate that during FY2007:

- the State Tax Deduction Calculator reduced total taxpayer time burden by 3,000 hours;
- the AMT Assistant reduced total taxpayer time burden by 21,000 hours; and the Withholding calculator reduced total taxpayer time burden by 29,000 hours. There is no burden reduction estimate available for the Economic Stimulus Payment calculator.

**Collection(s) Affected:**

1545-0074

**Expected Date of Completion:**

2007 (2008 for the Economic Stimulus Payment Calculator)

**Potential Hurdles:**

Three calculators are in place and functioning. The fourth calculator, the Economic Stimulus Payment Calculator, is expected to be implemented by the vendor in March 2008.

**Status:**

In progress

**Department of Treasury**

**Status: IN PROGRESS**

**Office:**

Internal Revenue Service (IRS), Office of Taxpayer Burden Reduction

**Initiative Title:**

Electronic Installment Agreement Project

**Description:**

The vision for the Electronic Installment Agreement (e-IA) Project is to automate Individual Master File (IMF) Installment Agreement processing to the fullest extent possible by using the IRS Internet site [www.irs.gov](http://www.irs.gov). The taxpayer will self-qualify, apply for an IA, and receive notification of IA approval during an online session. Additionally, e-IA will ensure more accurate payment postings, decreased lockbox volumes, and reduced paper handling and mail costs for both payments and notices.

**Estimated Burden Reduction:**

To be determined.

**Collection(s) Affected:**

None identified.

**Expected Date of Completion:**

Phase III Release Target Date in late 2009; initial Release was October 16, 2006

**Potential Hurdles:** None identified.

**Status:** In Progress

#### Department of Treasury

**Status: IN PROGRESS**

**Office:** Internal Revenue Service (IRS), Office of Taxpayer Burden Reduction

**Initiative Title:** Amended Form 94X

**Description:** The Office of Taxpayer Burden Reduction currently has a project underway to design new forms that will be used to correct employment tax reporting errors. A single form for adjusting Forms 941, 943, 944, 945 will replace the 941c. This is a development that has been requested by Reporting Agents and is greatly anticipated by the industry. Currently, the Form 941c, Supporting Statement to Correct Information, is used to correct employment taxes reported on any Form 941, Employer's Quarterly Federal Tax Return or Form 945, Annual Return of Withheld Federal Income Tax, and other similar forms. Due to the complexity of the form it is often filed incomplete or incorrectly.

**Estimated Burden Reduction:** To be determined.

**Collection(s) Affected:** 1545-0256

**Expected Date of Completion:** These new forms will be ready for filing in 2009.

**Potential Hurdles:**

**Status:** In Progress

#### Department of Veterans Affairs

**Status: IN PROGRESS**

**Office:** Department of Veterans Affairs

**Initiative Title:** Editable Forms

**Description:** VHA is using Adobe Reader Extension to present forms that can be filled on line, saved and edited. Using this format for forms that are used multiple times by individuals will reduce the hour burden significantly. For example:

- VA Form 10-10EZ Health Benefits Renewal Form is required from certain veterans every year. The time burden for this form is 24 minutes. By saving the form and only needing to make minimal changes, a veteran would likely

only take 4 minutes to review and complete the form for 2007. This would translate into an overall decrease in an individual's burden by 20 minutes.

- VA Form 10-7959a CHAMPVA Claim Form. This form is sent in whenever a CHAMPVA beneficiary makes a claim for payment for medical services. The burden time is 10 minutes. However, unless there has been a change in any information, the beneficiary needs only to print and sign the form for each subsequent submission. This probably takes 1 minute. This is a potential savings of 9 minutes per submission.

**Estimated Burden Reduction:** If beneficiaries reuse these forms the total reduction will be 84,152 burden hours.

**Collection(s) Affected:** 2900-0091, 2900-0219

**Expected Date of Completion:** 2008

**Potential Hurdles:** None

**Status:** In Progress

#### Department of Veterans Affairs

**Status: IN PROGRESS**

**Office:** Department of Veterans Affairs

**Initiative Title:** VA Loan Electronic Reporting Interface (VALERI) and Loan Administration Redesign

**Description:** Loan Guaranty Service has developed an initiative to modernize its supplemental servicing and claims payment functions. As a byproduct of the delegated authority and electronic reporting directed by this initiative, the paperwork burden will be dramatically reduced for servicers who service the 2.1 million VA-guaranteed home loans. This initiative changes the reporting of delinquent loans and submission of claims from a paper-based system to a completely electronic system, allows servicers to take many actions that previously required filling out OMB-approved forms for VA approval, and eliminates reporting to VA of certain events.

**Estimated Burden Reduction:** 41,547 hours

**Collection(s) Affected:** 2900-0112, 2900-0130, 2900-0362, 2900-0110, 2900-0111, 2900-0021, and 2900-0381

**Expected Date of Completion:** The phased implementation of the VALERI initiative began on February 20, 2008, and is expected to be completed by January 2009.

**Potential Hurdles:** None

**Status:** In Progress

<b>Environmental Protection Agency</b>	<b>Status: IN PROGRESS</b>
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**Office:** Office of Congressional & Intergovernmental Relations

**Initiative Title:** State Reporting Burden and Measures Streamlining Initiatives

**Description:** In 2007, EPA collected State recommendations for high-burden/low-value reporting requirements that might be streamlined, eliminated or otherwise improved. EPA determined which recommendations it could implement in 2008 and is working with states to do so. EPA will continue to work with the States in 2009 and beyond on longer-term opportunities for burden reduction.

**Estimated Burden Reduction:** A preliminary assessment by EPA estimates potential burden reduction for states of 1%.

**Collection(s) Affected:** 2040-0004: Discharge Monitoring Reports  
2040-0250: Concentrated Animal Feeding Operations  
2050-0095: Superfund Site Evaluation  
2060-0084: Ambient Air Quality Surveillance  
2060-0088: Air Emissions Reporting

**Expected Date of Completion:** 2012-2015

**Potential Hurdles:** Reporting reduction estimates are completely contingent on a wide range of variables including State agreement, available resources, public acceptance, and State ability to calculate accurately the reduced reporting. Reductions are also contingent upon State adoption of the Exchange Network for virtually all data exchanges with EPA. Implementation of some State recommendations is contingent on regulatory or statutory changes, and EPA's ability to obtain the needed program management information from other sources.

**Status:** In Progress

<b>Federal Communications Commission</b>	<b>Status: COMPLETED</b>
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**Office:** Federal Communications Commission

**Initiative Title:** Numbering Resource Optimization

<b>Description:</b>	Carriers that receive numbering resources from the North American Numbering Plan (NANP) Administrator or receive numbering resources from the Pooling Administrator must report forecast and utilization data semi-annually. The data collected from FCC Form 502 help the Commission manage the ten-digit NANP. Participating carriers are also required to maintain detailed internal records of their number usage. The information is used by the FCC, state regulatory commissions, and the NANP Administrator to monitor numbering resource utilization. The reduction is a result of a review of the NANP program which will result in the elimination of a section of the data collection that is no longer required.
<b>Estimated Burden Reduction:</b>	48,520 hours
<b>Collection(s) Affected:</b>	3060-0895
<b>Date of Completion:</b>	May 2007
<b>Potential Hurdles:</b>	None
<b>Status:</b>	Completed.

**Federal Deposit Insurance Corporation****Status: IN PROGRESS**

**Office:** Federal Deposit Insurance Corporation (FDIC)

**Initiative Title:** Call Report Revision

**Description:** Pursuant to Section 604 of the Financial Services Regulatory Relief Act of 2006, the FDIC, in conjunction with the other Federal banking agencies, reviewed the information collected from insured banks in the Consolidated Reports of Condition and Income (Call Report; OMB No. 3064-0052) by October 12, 2007. The Federal Financial Institutions Examination Council has established an interagency working group to analyze the review results and to make recommendations for changes to the Call Report. The target date for implementing any reporting revisions resulting from the working group recommendations is March 31, 2009. The FDIC's goal to achieve a five percent burden reduction for the Call Report was not achieved by March 31, 2008. Any decreases in future reporting burden may be offset by an increase in reporting requirements brought about by the changing credit markets and the need to collect additional information from financial institutions regarding residential mortgage lending, credit risk, trust activities and securitization. However, the FDIC and the other Call Report agencies are committed to eliminating Call Report data that are no longer of sufficient utility to justify their continued collection.



<b>Estimated Burden Reduction:</b>	To be determined.
<b>Collection(s) Affected:</b>	Consolidated Reports of Condition and Income (Call Report; OMB No. 3064-0052).
<b>Date of Completion:</b>	March 31, 2009
<b>Potential Hurdles:</b>	Because no one agency unilaterally controls the content of the Call Report, and because the data needs of the agencies participating in the review are not necessarily identical, interagency negotiation will be needed to achieve consensus on which reporting requirements are no longer necessary or appropriate.
<b>Status:</b>	In Progress

**Federal Energy Regulatory Commission****Status: IN PROGRESS**

<b>Office:</b>	Federal Energy Regulatory Commission (FERC)
<b>Initiative Title:</b>	FERC Information Assessment Team (FIAT)
<b>Description:</b>	The Federal Energy Regulatory Commission established in January 2004 the FERC Information Assessment Team (FIAT). The FIAT will evaluate the agencies information collections and filing requirements, assess the practical utility of each information collection, and propose ways to reduce the reporting burden on industry through the elimination, reduction, streamlining and /or reformatting of collections. In addition, the FIAT will examine how FERC currently assesses the burden of its information collections and propose a plan to integrate a continuous Commission-wide review of current and new information needs. Of the Commission's 61 information collections, the Team will choose 20 information collections to study and develop recommendations for fifteen collections.
<b>Estimated Burden Reduction:</b>	11,182 hours
<b>Collection(s) Affected:</b>	1902-0024, 1902-0096, 1902-0043, 1902-0099, 1902-0114, 1902-0137, 1902-0138, 1902-0140, 1902-0168, 1902-0171, 1902-0086, 1902-0004, 1902-0144, 1902-0019, 1902-0073.
<b>Expected Date of Completion:</b>	2009
<b>Potential Hurdles to Completion:</b>	Several information collections identified are required by statute and therefore cannot be eliminated unless legislation is introduced to change the statute.

**Status:** Of the information collections identified, the Commission has taken action on the following:

1902-0024- Proposed to be eliminated in 2007 (-7,008 hours); 1902-0096 is the subject of the e-tariff (see Electronic Filing of Documents below); 1902-0004, Form 73 was modified to conform to automated data bases; 1902—0043 was part of the filings included in the e-filing 6.1 release (-1,320 hours). 1902—0073 resulted in streamlined requirements (-548 hours). 1902-0140 is currently the subject of an electronic filing initiative with a potential reduction of 2,150 hours.

1902-0024: The Commission is amending its regulations to eliminate FERC Form No. 423, “Monthly Report of Cost and Quality of Fuels for Electric Plants”. The Commission is eliminating collection of the FERC Form No. 423 following the December 2007 report, which was due February 15<sup>th</sup>, 2008. The Commission anticipates issuance of a final rule in March 2008. This will result in a reduction of 6,828 hours.

1902-0140: On April 19<sup>th</sup>, 2007 the Commission issued a final rule amending its regulations to provide for the electronic filing of FERC Form No. 714, Annual Electric Control and Planning Area Report. Paper filings are no longer accepted. However, no substantive changes were made to the information reported. IN order to accommodate filers to the new software, a forty-five day extension was granted. The Commission anticipates a reduction of 2,150 hours.

## Federal Energy Regulatory Commission

**Status: IN PROGRESS**

### Office:

Federal Energy Regulatory Commission (FERC)

### Initiative Title:

Electronic Filing of Documents

### Description:

Electronic filing of documents is an e-Government initiative to expand the types of electronic documents the Commission would accept. On July 7, 2004, FERC proposed in RMO I -5-000 that future tariff filings be made over the Internet with software developed by the Commission. This initiative will make it easier for regulated entities to file and view tariffs and rate schedules, and to facilitate tariff research by permitting companies to submit tariffs and rate schedules electronically.

### Estimated Burden Reduction:

26,923 hours

<b>Collection(s) Affected:</b>	1902-0096, 1902-0154, 1902-0086, and 1902-0089
<b>Expected Date of Completion:</b>	The Commission hopes to issue a Final Rule in the fall of 2008 and then begin development of the eTariff application with an anticipated roll out during 2009.
<b>Potential Hurdles to Completion:</b>	Application problems with the prototype software.
<b>Status:</b>	The anticipated roll out is scheduled for Spring 2009. Staff has reviewed comments received in response to the technical conferences based on the 2004 proposal. Industry was concerned with the applicability of the proposal on their business processes as opposed to the tariff document. To resolve these issues the Commission requested the North American Energy Standards Board (NAESB) to propose electronic communication standards and guidelines to be used for making electronic tariff filings and establishing the data elements for an electronic tariff for all five tariff programs. In March 2008 NAESB's Executive Committee voted in favor of a recommended set of electronic communication standards and guidelines, which the Commission expects NAESB to file shortly.

**Federal Energy Regulatory Commission****Status: IN PROGRESS**

<b>Office:</b>	Federal Energy Regulatory Commission (FERC)
<b>Initiative Title:</b>	e-Filings
<b>Description:</b>	<p>In Order No. 619, FERC established an electronic filing initiative to meet the goals of the Government Paperwork Elimination Act, which directed agencies to provide for optimal use and acceptance of electronic documents and signatures and electronic recordkeeping, where practical, by October 2003. On November 15, 2007, the Commission issued a Final Rule, RM07-16-000, Order No. 703, "Filing via the Internet" 73 Fed. Reg. 65659 (November 23, 2007) revising its regulations for implementing the next version of its system for filing documents via the Internet, eFiling 7.0. The Final Rule allows the option of filing all documents in Commission proceedings through the eFiling interface except for specified exceptions, and of utilizing online forms.</p> <p>The changes implemented in the Final Rule means that categories such as oversized documents and most confidential documents will be accepted via eFiling. However, at this time, there are principal exceptions, and they are tariffs, tariff revisions and rate change applications; some forms; and documents that are subject to protective orders.</p>

The Final Rule became effective on December 24, 2007. However, implementation of eFiling 7.0 was implemented on March 3, 2008. The Commission has already issued instructions specifying acceptable file formats for filings submitted on CD-ROM, DVD and other electronic media. These can be found at <http://www.ferc.e.o/helplsubmission-guide/electronic-media.asp>. At this time, the eFiling system will accept documents in their native formats. This includes both text or word processing documents, and other more specialized documents such as spreadsheets and maps. It will also accept text documents in searchable formats, including scanned documents that have been saved in searchable form. Audio and video files will be accepted only in waveform audio format (.wav) for audio content and either audio-video Interleave (.avi) or quicktime (.mov) files for video content, except where submitters are specifically instructed otherwise. The Commission intends, as far as practicable, to continue decreasing its reliance on paper documents and to continue to upgrade eFiling capabilities in furtherance of the FERC's responsibilities under the Government Paperwork Elimination Act.

**Estimated Burden Reduction:**

To be determined

**Collection(s) Affected:**

1902-0215, 1902-0216, 1902-0217, 1902-0218

**Expected Date of Completion:**

2008

**Potential Hurdles to Completion:**

Enabling all remaining document types

**Status:**

In Progress.

**National Aeronautics and Space Administration**

**Status: IN PROGRESS**

**Office**

Office of Procurement

**Initiative Title:**

Analysis of Forms used in NASA Acquisition Process, Leading to Consolidation of Information Collections

**Description**

NASA uses many information collection instruments to support the agency's acquisition process. For example, forms to collect information on bids and proposals, purchase orders and bank card orders, and reports for contracts, while similar, vary depending on their overall value. This initiative will work with the President's Business Gateway E-Government Initiative to identify and assess these related collection activities. The initiative may also review

other collections indirectly supporting the acquisition process, including information collections used to establish cooperative agreements, grants, Space Act Agreements, and other acquisition arrangements.

This initiative has made excellent progress. To date, analysis of the affected collections has resulted in the information collection 2800-0088 being discontinued. A burden decrease of 803,040 hours was affected. 2700-0088 was an authorized collection of two redundant reports (inventions and property) which information are also collected by other NASA ICRs, 2700-0009 and 2700-0017, respectively. Further analysis is continuing and additional burden reductions are anticipated.

**Estimated Burden Reduction:**

Up to 1,000,000 hours

**Collection(s) Affected:**

2700-0009, 2700-0017, 2700-0047, 2700-0048, 2700-0054, 2700-0063, 2700-0073, 2700-0085, 2700-0086, 2700-0087, 2700-0088, 2700-0089, 2700-0092, 2700-0095, 2700-0101, and 2700-0124.

**Expected Date of Completion:**

September 30, 2009.

**Potential Hurdles to completion**

Review and consolidation of legacy acquisition systems.

**Status:**

In Progress.

**Nuclear Regulatory Commission**

**Status: IN PROGRESS**

**Office**

Office of Federal and State Materials and Environmental Management Programs (FSME) (Formerly Office of Nuclear Material Safety and Safeguards)

**Initiative Title:**

Web-Based Licensing (previously Project Safesource Phase I)

**Description:**

The NRC is developing an initiative to provide materials licensees with the option of using an electronic system to apply for licenses, amend licenses, and conduct other license-related transactions. The on-line system will validate the input to ensure quality and avoid delays due to application deficiencies. Routine administrative data updates may be accomplished on-line, eliminating the need for some types of correspondence and consequent delays.

**Estimated Burden Reduction:**

7,032 hours

**Collection(s) Affected:**

3150-0120, 3150-0017, 3150-0016, 3150-0001, 3150-0007, 3150-0010, 3150-0158, and 3150-0130

**Expected Date of Completion:**

Winter 2009

**Potential Hurdles to completion:**

Requires new acquisition to complete system development.

**Status:** Awaiting approval of acquisition to complete system development. Project Safesource (Web-Based Licensing Safesource Phase I) was expected to be online by October 2007. The contract for this project expired before rollout occurred and NRC is currently preparing a new acquisition to complete system development.

### **Nuclear Regulatory Commission**

**Status: COMPLETED**

**Office**

Office of Nuclear Reactor Regulation (NRR)

**Initiative Title:** Revision to Occupational Dose Records, Labeling Containers, and the Total Effective Dose Equivalent

**Description:** The NRC is proposing to revise its regulations in 10 CFR Parts 19, and 20, related to the reporting of annual dose to workers, 10 CFR 19.13, and the labeling of certain containers holding licensed material, 10 CFR 20.1905, and the requirement to provide cumulative occupational radiation dose records, 10 CFR 20.2104. The proposed rule provisions would reduce the burden for Part 19 by requiring that dose reports be provided only to individuals exceeding specified limits or who request the reports and also reduce the burden for NRC Form 4 by eliminating the need to provide cumulative occupational dose history reports except for planned special exposures. The rule would eliminate specific labeling requirements for containers kept in protected areas.

**Estimated Burden Reduction:**

20,851 hours

**Collection(s) Affected:**

3150-0005, and 3150-0044, 10 CFR Parts 19, and NRC Form 4

**Date of Completion:**

February 2008.

**Potential Hurdles to completion:**

None

**Status:**

Initiative completed 2/6/08 (3150-0044) and 2/8/08 (3150-0005). The final rule became effective 2/15/08.

### **National Science Foundation**

**Status: In Progress**

**Office**

Office of Budget, Finance and Award Administration

**Initiative Title:**

National Science Foundation Proposal and Award Information - NSF Proposal and Award Policies & Procedures Manual.

**Description:**

When this initiative was originally written in 2007 for the FY 2007 Information Collection Budget, NSF was anticipating a possible tangible burden reduction of 10,000 hours. Since that time, however, and after significant consideration, NSF has determined that this burden reduction may not be possible at this time, due largely to administrative and policy changes that have been enacted since that initiative was proposed. While actual burden hours may

not be reduced, NSF has found that there are intangible benefits from this initiative including:

1. Improving both the awareness and knowledge of the complete set of NSF policies and procedural documents;
2. Increasing ease of access to the policies and procedures that govern the entire grant lifecycle;
3. Eliminating duplicative coverage between the two documents;
4. Increasing the transparency of our proposal and award process; and
5. Allowing NSF to better manage amendments between the two documents necessitated by administrative changes.

These process improvements may lead to future burden reductions as personnel who conduct grants management activities become more familiar with these new streamlined grants management activities.

**Estimated Burden Reduction:** To be determined.

**Collection(s) Affected:** 3145-0058

**Expected Date of Completion:** To be determined.

**Potential Hurdles to completion:** None

**Status:** In progress.

#### Small Business Administration

**Status:** In Progress

#### Office

Office of Disaster Assistance (ODA)

#### Initiative Title:

Disaster Credit Management Modernization (DCMM)

#### Description:

Section 7(b) of the Small Business Act, 15 U.S.C. 636, as amended, authorizes SBA to make loans to victims of declared disasters. Homeowners, renters, and business owners are eligible to apply for assistance. The DCMM initiative is accomplished through the development and implementation of the Disaster Credit Management System (DCMS). For purposes of this initiative, the affected public is disaster loan applicants. This initiative was implemented throughout FY05 and into the first quarter of FY06. It created a fully integrated "Electronic Loan Process" that provides access to data and information technology tools across the Office of Disaster Assistance and to its major stakeholders. The benefits have been significant with the paperless processing of loan applications including the electronic transfer of assignments to field inspectors and loan officers. Processing applications and loans electronically

has minimized the need for physical files, which had been physically passed from person to person and department to department within a single geographic area in order to be processed. Dependency on the physical files causes delays in processing and physical files can be misplaced or lost. Electronic files have enabled system users to have access to critical key data allowing various processes to occur simultaneously, without having to wait on physical files. This concept alone enhances our ability to meet our performance goals for processing 85 percent of home loans within 10 days and 85 percent of business and EIDL loans within 16 days. In addition, our customer satisfaction can be improved by eliminating burdensome and duplicative paperwork. The initiative is on-going with the development of additional improvements aimed at improving customer service such as providing on-line loan application capability for disaster victims. The on-line application capability referred to as the Electronic Loan Application (ELA) is planned for release in the third quarter of FY08 and considered a subsystem of the DCMS.

**Estimated Burden Reduction:**

The ELA analysis will be completed in 2008. We anticipate a reduction in burden hours by utilizing the ELA as compared to the paper version during FY09.

**Collection(s) Affected:**

3245-0017, SBA 5, Business Loan Application, 1368  
 3245-0018, SBA 5C, Home Loan Application  
 3245-0326, SBA 5M, Pre-Disaster Mitigation Small Business Loan Application  
 3245-0084, SBA 700, Disaster Home Loan/Business Loan Inquiry Record  
 3245-0136, SBA 987, Disaster Survey Worksheet

**Expected Date of Completion:**

The implementation of DCMS was accelerated throughout FY 2005 and completed within ODA by October 1, 2005. The implementation of the ELA is planned to be in the third quarter of FY08 with completion of planned functionality in the first quarter of FY09.

**Potential Hurdles to completion:**

The initiative is on-going within ODA to improve response and cycle times for internal processes and ultimately the delivery of assistance to disaster victims. The initiative was severely challenged during FY 2006 due to the unprecedented volume of loan applications received following the 2005 hurricane season.

**Status:**

In Progress.



Small Business Administration		Status: COMPLETED
Office	Office of Surety Guarantees (OSG)	
Initiative Title:	SBG Electronic Processing System	
Description:	<p>Through the Surety Bond Guarantee (SBG) Program, SBA guarantees a portion of a surety's losses and expenses incurred as a result of a small contractor's default on a bonded contract. According to the provisions in Title IV, Part B, Section 411 of the Small Business Investment Act (SBIA), SBA must have a reasonable assurance that it is in the Government's best interest to grant SBG assistance to prospective applicants. The SBIA also gives SBA the authority to reimburse participating sureties for claims in the event of a contractor default. Applicable regulations are found at 13 CFR, Part 115. In conjunction with OSG's initiative to re-engineer the prior approval process, forms used in the application process were revised to consolidate the information collected, and eliminate the redundancies in the information.</p>	
Estimated Burden Reduction:	13,059 hours	
Collection(s) Affected:	3245-0007	
Date of Completion:	September 24, 2007	
Potential Hurdles to completion:	None	
Status:	Completed.	

Small Business Administration		Status: COMPLETED
Office	Office of Business Development	
Initiative Title:	Business Development Automation System	
Description:	<p>This initiative provides for the continued development and maintenance of an internet-based system to automate all of the material business process of the 8(a) program. The on-line form replaces the current paper-based form, and the applicant will find it easier to complete. It will offer on-line help to explain the contents of each input field, and create a customized supporting document checklist for each applicant. Currently, at least half the paper applications received by SBA for processing are incomplete. These</p>	

applications must be returned to the sender for him/her to make the necessary corrections and then re-submit to the SBA. This back-and-forth process can occur several times for a given application. The automated system will only allow completed application to be submitted to the SBA, eliminating this process, and thus reducing the burden on the public.

**Estimated Burden Reduction:** 9,053 hours

**Collection(s) Affected:** 3245-0331

**Date of Completion:** FY 2008

**Potential Hurdles to completion:** None.

**Status:** Completed.

Securities and Exchange Commission	Status: COMPLETED
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Office	Securities and Exchange Commission
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**Initiative Title:** Termination of a Foreign Private Issuer's Registration of a Class of Securities under Section 12(g), and Duty to File Reports under Section 15(d), of the Securities Exchange Act of 1934

**Description:** Rule 12h-6 The Commission amended the rules that govern when a foreign private issuer may: (1) terminate the registration of a class of equity securities under Section 12(g) of the Securities Exchange Act of 1934 and the corresponding duty to file reports required under Section 13(a) of the Exchange Act; and (2) cease its reporting obligations regarding a class of equity or debt securities under Section 15(d) of the Exchange Act..

**Estimated Burden Reduction:** 693,968 hours

**Collection(s) Affected:** Forms 20-F; 40-F and 6-K; OMB Control. Nos. 3235-0288; 3235-0381; 3235-0116

**Date of Completion:** February 2007

**Potential Hurdles to completion:** N/A

**Status:** Completed

Social Security Administration		Status: IN PROGRESS
Office	Social Security Administration	
Initiative Title:	Social Security Number Verification Service (SSNVS)	
Description:	Employers frequently verify employee names and Social Security Numbers (SSNs) to ensure accurate wage reporting and tax data. Accurate wage and tax data achieve several goals: 1) they guarantee correct Internal Revenue Service (IRS) W-2 forms; 2) they enable corrections of previously inaccurate W-2 forms; 3) they allow employers to file tax returns electronically; and 4) they aid the IRS in processing employee tax information.	
Estimated Burden Reduction:	SSA originally projected that by FY 2009, they would realize a 100,000-hour burden decrease to these forms due to SSNVS.	
Collection(s) Affected:	OMB No. 0960-0669, the Electronic Verification Service OMB No. 0960-0508 (forms SSA-L2765, SSA-L3365, and SSA-L4002)	
Expected Date of Completion:	SSA anticipates the full burden reduction for this initiative will be realized by FY 2009.	
Potential Hurdles to completion:	None.	
Status:	SSA plans to remove SSNVS from the active burden reduction initiative list after this year. Although SSA anticipates that increasing members of the public will continue to use SSNVS in the next year and a half, SSA has completed its rollout of the program, and is on target for our burden reduction projections.	
Social Security Administration		Status: IN PROGRESS
Office	Social Security Administration	
Initiative Title:	Electronic Death Registration (EDR)	
Description:	In FY 2005, SSA implemented a streamlined process, the Electronic Death Registration System (EDRS), to update death report data records. Using EDRS, States can verify the Social Security Numbers (SSNs) of deceased individuals via an online interchange of data with SSA before the States submit actual death reports to SSA. Because States verify SSNs before submitting actual death reports, the Agency's Death Alert, Control and Update System (DACUS) can process these reports as first-party reports of death, and the system terminates benefits without the need for SSA field	

	office death input.
<b>Estimated Burden Reduction:</b>	To date, 32 States are using EDR to report death data to SSA. EDR has achieved a total burden reduction of 44,134 hours (the burden reductions for FYs 2005 and 2006 in the projections chart and the FY 2007 burden reduction). As more states enroll in EDR, SSA anticipates that burden savings will grow.
<b>Collection(s) Affected:</b>	SSA-721, Statement of Death by a Funeral Director (OMB No. 0960-0142).
<b>Expected Date of Completion:</b>	We anticipate that all 50 States and three U.S. territories will use EDR by 2011, at which time this initiative will be complete.
<b>Potential Hurdles to completion:</b>	<p>When SSA first reported this initiative in the FY 2007 ICB, they anticipated the following possible hurdles to completion:</p> <ul style="list-style-type: none"> <li>• Ability of the States to enter into agreements with HHS (HHS was given the authority to grant authority for EDR agreements in FY 2007 under the Intelligence Reform and Terrorist Prevention Act);</li> <li>• States' ability to absorb the initial start-up and maintenance costs;</li> <li>• Security and privacy concerns;</li> <li>• Variation in individual State's readiness for automation;</li> <li>• Variation in State and Federal agency data needs;</li> <li>• Executive buy-in and commitment.</li> </ul> <p>Although these are legitimate concerns, they have not prevented the first 32 States from enrolling in EDR, and SSA does not anticipate they will deter the remaining States from participating.</p>
<b>Status:</b>	In Progress

**Social Security Administration****Status: IN PROGRESS****Office**

Social Security Administration

**Initiative Title:**

Electronic Records Express

**Description:**

Electronic Records Express (ERE) is a new SSA initiative designed to streamline the existing paper-based disability claims evidence submission process. ERE provides users with multiple convenient, secure, and fast electronic records submission options for submitting disability claims-related evidence such as health, school, and other records to SSA.

ERE will benefit professionals such as medical providers (including hospitals, clinics, doctors, and health information managers), school

professionals, and third parties (including attorneys and claimant representatives), all of whom may submit evidence to SSA or the state Disability Determination Services (DDS) on behalf of an SSA disability applicant. Participants can send records directly to SSA or the state DDS via the Internet, fax, or scanner/Internet for multiple patient document batches. By enabling the rapid electronic transmission of information, ERE: 1) expedites the disability decision process time for patients; 2) decreases the amount of time it takes to reimburse service providers; and 3) saves resources for service providers.

**Total Burden Reduction:** 573,333 hours

**Collection(s) Affected:** 0960-0555 (Clearance of Information Collections Conducted by State DDS on Behalf of SSA)

**Expected Date of Completion:** 2011

**Potential Hurdles to completion:** Depending on the transmission method, it may take time for sources to transition from a paper-based environment to using an electronic medium.

**Status:** In Progress

## **Appendix A. FY 2007 Significant Paperwork Reductions and Increases**

The Paperwork Reduction Act of 1995 (PRA) assigns responsibility for the agency's information collection activities to the head of each agency, supported by its Chief Information Officer (CIO). Agencies are expected to develop and coordinate initiatives that will produce meaningful improvements for the public. This includes reducing the amount of paperwork required of the public.

This appendix highlights significant burden changes agencies made in FY 2007. To identify the source of the burden reduction or increase, the appendix is divided into sub-categories. For reductions, these exhibits of burden changes are organized as follows: cutting redundancy, using information technology, changing regulations, changing forms, and miscellaneous actions. For increases in burden, the exhibits are placed into three categories: caused by statute, changing regulations, miscellaneous actions. When legislation results in an increase in burden to achieve the benefits of the law or new program, the appendix includes the statute title and public law number when available.

## **FY 2007 Burden Reduction from Changing Regulations**

### **Department of Defense**

**OMB Control Number:** 0704-0229

**Title:** Defense Federal Acquisition Regulation Supplement Part 225, Foreign Acquisition, and related clauses

**Purpose of the Collection:** Part of this information collection ensures contractor compliance with restrictions on the acquisition of foreign products. Other required information enable compliance with trade agreements and memoranda of understanding, which promote reciprocal trade with U.S. allies. DoD also provides information to the Department of Commerce with regard to identification of expenditures in the United States.

**How Reduction Achieved:** In March and October of 2006 final rules eliminated several requirements associated with Part 225.

**Change in Burden:** -303,900 hours

### **Department of Health and Human Services**

**OMB Control Number:** 0910-0513

**Title:** Applications for FDA Approval to Market a New Drug: Patient Listing Requirements and Application of 30-month Stays on Approval of Abbreviated New Drug Applications

**Purpose of the Collection:** The proposal would amend FDA's patient listing requirements for new drug applications (NDAs). The proposal would clarify the types of patents that must and must not be listed and revise the declaration that NDA applicants must provide regarding their patents to help ensure that NDA applicants list only appropriate patents. The proposal would also revise the regulations regarding the effective date of approval for certain abbreviated new drug applications (ANDAs) and certain applications submitted under section 505(b)(2) of the Federal Food, Drug, and Cosmetic Act (505(b)(2) applications).

**How Reduction Achieved:** The information collection burden will decrease from the estimate made in the June 2003 final rule to 8,840 hours. Certain sections of the June 2003 final rule regarding the application of 30-month stays on approval of certain ANDAs and certain other new drug applications, known as 505(b)(2) applications, submitted under the act, were superseded by the Medicare Prescription Drug, Improvement, and Modernization Act of 2003, signed December 8, 2003 which were included in the estimated annual reporting burden to describe an information collection burden associated with the revoked sections of the regulations.

**Change in Burden:** -490,965 hours

### **Department of Transportation**

**OMB Control Number:** 2105-0529

**Title:** Procedures for Transportation Drug and Alcohol Testing Program

**Purpose of the Collection:** Under the Omnibus Transportation Employee Testing Act of 1991, DOT is required to implement a drug and alcohol testing program in the Transportation industry. This specific requirement is elaborated in 49 CFR Part 40 (Procedures for Transportation Drug and Alcohol Testing Programs).

**How Reduction Achieved:** The program change was a result of a regulatory change in which the random alcohol testing rates for each DOT agency was reduced to from 25% to 10%.

**Change in Burden:** -157,957 hours

**Environmental Protection Agency**

**OMB Control Number:** 2050-0021

**Title:** Spill Prevention, Control and Countermeasure (SPCC) Plans (Final Rule)

**Purpose of the Collection:** The Oil Pollution Prevention regulation (40 CFR part 112) requires and establishes procedures for the preparation and implementation of Spill Prevention, Control, and Countermeasure (SPCC) Plans. SPCC Plans help minimize the potential for oil discharges by non-transportation-related onshore and offshore facilities into or upon the navigable waters of the United States or adjoining shorelines or from affecting certain natural resources. The 2006 rule amendments reduce the burden of the SPCC regulation, with expected benefits for small entities. The rule amendments reduce the regulatory burden on qualified facilities and facilities with qualified oil-filled operational equipment.

**How Reduction Achieved:** Program changes reflect the 2006 revisions to the SPCC rule, which affect both per-facility costs and the number of affected facilities.

**Change in Burden:** -504,261 hours

**OMB Control Number:** 2070-0093

**Title:** Toxic Chemical Release Reporting (Form R) (Renewal)

**Purpose of the Collection:** Under the Emergency Planning and Community Right-to-Know Act (EPCAR) section 313 and section 6607 or the Pollution Prevention Act (PPA) of 1990, respondents submit information concerning toxic chemical releases into the air, land and water. Respondents report one chemical per Form R. Collected data are made available through EPA's Envirofacts and Toxics Release Inventory Explorer databases.

**How Reduction Achieved:** The TRI final rule to expand Form A eligibility provides overall burden reduction of approximately 123,404 hours based on a decrease in the Form R burden that outweighs the increase in the Form A burden (i.e., 402,298 hours of Form R burden reduction minus 279,495 hours of Form A burden increase).

**Change in Burden:** -402,298 hours

**DOD/GSA/NASA (FAR)**

**OMB Control Number:** 9000-0075

**Title:** Government Property - Part 45; Clauses 52.245-2; -4; -5 thru -11; -17 thru 19

**Purpose of the Collection:** Part 45 and Section 52.245 of the FAR prescribe policies and procedures for providing Government property, and reporting, redistributing and disposing of contractor inventory. Firms provided Government furnished property under Federal contracts must maintain records of the property and report status.

**How Reduction Achieved:** This submission request represents a total rewrite of FAR Part 45 and its associated clauses in Part 52. Significant proposed changes include: combining selected FAR property clauses into a single clause; deleting outdated clauses and other language; establishing a life-cycle approach to property management; and sanctioning the use of consensus standards and/or industry-leading standards and practices for property management.

**Change in Burden:** -349,455 hours

**Securities and Exchange Commission**

**OMB Control Number:** 3235-0288

**Title:** Form 20-F



<b>Purpose of the Collection:</b>	Form 20-F is used by foreign private issuers to either register a class of securities under the Exchange Act or to satisfy their annual report obligations pursuant to Sections 13 and 15(d) of the Exchange Act.
<b>How Reduction Achieved:</b>	As a result of the Commission's adoption of Exchange Act Rule 12h-6 (Release No. 34-55540), it will be easier for a foreign private issuer to exit the Exchange Act registration and reporting regime when there is relatively little U.S. investor interest in its securities. Although Form 20-F was not amended as part of the rulemaking, the Commission expects that fewer foreign private issuers will file Form 20-F reports as a result of the rulemaking. This form reflects the expected reduction.
<b>Change in Burden:</b>	-154,312 hours

## **FY 2007 Burden Reduction from Cutting Redundancy**

### **Department of Health and Human Services**

<b>OMB Control Number:</b>	0917-0030
<b>Title:</b>	Indian Health Service (his) Forms to Implement the Privacy Rule (45 CFR Parts 160 and 164)
<b>Purpose of the Collection:</b>	This collection of information is made necessary by the DHHS Rule entitled 'Standards for Privacy of Individually Identifiable Health Information' ('Privacy Rule') (456 CFR Parts 160 and 164). Considered a covered entity under the Privacy Rule, the IHS is subject to the Rule and must develop and implement methods to meet the information collection requirements contained in the rule.
<b>How Reduction Achieved:</b>	The burden is less because the forms were edited to ease the burden of each patient. Redundancy was eliminated.
<b>Change in Burden:</b>	-168,950 hours

## **FY 2007 Burden Reduction from Changing Forms**

### **Department of Housing and Urban Development**

<b>OMB Control Number:</b>	2577-0169
<b>Title:</b>	Housing Choice Voucher Program
<b>Purpose of the Collection:</b>	Public Housing Authorities' (PHA) apply for funding to assist very low-income families lease or purchase housing. PHAs maintain records on participant eligibility, until acceptability, lease and/or housing assistance payments, and budget and payment documentation.
<b>How Reduction Achieved:</b>	This revision reflects a decrease in total hours because the hours for the financial documents decreased while additional hours were allocated for Housing Choice Voucher transfers and contracts of sale under the homeownership option. The number of financial forms decreased from five to one; however the submissions decreased from five (one submission per form annually) to four quarterly electronic submissions of one form.
<b>Change in Burden:</b>	-124,892 hours

### **Department of Transportation**

<b>OMB Control Number:</b>	2105-0510
<b>Title:</b>	Uniform Report of DBE Awards and Commitments and other DBE Program Collections
<b>Purpose of the Collection:</b>	This collection concerns reports of DBE participation from DOT recipients to FHWA, FTA, and FAA.

<b>How Reduction Achieved:</b>	The difference in the hours numbers between the previous and current collections is that, in the interim, DOT reduced the reporting frequency for recipients and also streamlined the form.
<b>Change in Burden:</b>	-145,683 hours
<b><u>Department of the Treasury</u></b>	
<b>OMB Control Number:</b>	1545-0028
<b>Title:</b>	Employer's Annual Federal Unemployment (FUTA) Tax Return (Form 940); Planilla Para La Declaracion Anual Del Patrono-La Contribucion Federal Para El Desempleo (FUTA)(Form 940-PR)
<b>Purpose of the Collection:</b>	Internal Revenue Code (IRC) section 3301 imposes a tax on employees based on the first \$7,000 of taxable annual wages paid to each employee. IRS uses the information reported on Forms 940 and 940-PR (Puerto Rico) to ensure that employers have reported and figured the correct FUTA Wages and tax.
<b>How Reduction Achieved:</b>	IRS completely redesigned Form 940 to enable optical scanning and to reduce errors made by filers. Burden was reduced through several deletions, and through the reorganization of the form into eight distinct parts, adding line-by-line explanations for clarity. IRS also redesigned the instructions for Form 940 to provide clearer directions, including line-by-line instructions, examples and worksheets. In addition, IRS added limited State Agency contact information to the instructions as a reference for questions regarding State unemployment contributions.
<b>Change in Burden:</b>	-8,067,640 hours
<b>OMB Control Number:</b>	1545-0704
<b>Title:</b>	Information Return of U.S. Persons with Respect To Certain Foreign Corporations
<b>Purpose of the Collection:</b>	Form 5471 and related schedules are used by U.S. persons that have an interest in a foreign corporation. The form is used to report income from the foreign corporation. The form and schedules are used to satisfy the reporting requirements of sections 6035, 6038 and 6046 and the regulations there under pertaining to the involvement of U.S. persons with certain foreign corporations.
<b>How Reduction Achieved:</b>	A revision of the form and instruction created the following changes: Three attachments were deleted, eight code references were added, and 37 line items were deleted. Ten code references were deleted and 18 line items were added, due to the revision of Schedule J. Schedule M revision resulted in deletion of one code reference and seven line items. Schedule N was obsolete and no changes were made to Schedule O.
<b>Change in Burden:</b>	-354,889 hours
<b>OMB Control Number:</b>	1545-1809
<b>Title:</b>	Credit for Employer-Provided Child Care Facilities and Services
<b>Purpose of the Collection:</b>	Qualified employers use Form 8882 to request a credit for employer-provided child care facilities and services. Section 45F provides credit based on costs incurred by an employer in providing childcare facilities and resource and referral services. The credit is 25% of the qualified childcare expenditures plus 10% of the qualified childcare resource and referral expenditures for the tax year, up to a maximum credit of \$150,000 per tax year.
<b>How Reduction Achieved:</b>	IRS deleted 17 line items and two code references.
<b>Change in Burden:</b>	-3,026,664 hours
<b>OMB Control Number:</b>	1545-1810
<b>Title:</b>	Credit for Small Employer Pension Plan Startup Costs

<b>Purpose of the Collection:</b>	Qualified small employers use Form 8881 to request a credit for start up costs related to eligible retirement plans. Form 8881 implements section 45E, which provides a credit based on costs incurred by an employer in establishing or administering an eligible employer plan or for the retirement related education of employees with respect to the plan. The credit is 50% of the qualified costs for the tax year, up to a maximum credit of \$500 for the first tax year and each of the two subsequent tax years.
<b>How Reduction Achieved:</b>	IRS deleted seven lines from Form 8881 which resulted in a program burden change.
<b>Change in Burden:</b>	-291,335 hours

#### **Federal Communications Commission**

<b>OMB Control Number:</b>	3060-1088
<b>Title:</b>	Revision of FCC Form 1088
<b>Purpose of the Collection:</b>	This revised information collection requests OMB approval of a significantly improved Form 1088. This form, first approved in March 2007, is used to collect complaint information in regard to the "Do-Not-Call" and "Junk Fax Protection" acts, and other related consumer protection issues such as prerecorded messages, automatic telephone dialing systems, and unsolicited commercial email messages to wireless telecommunications devices (cell phones, pagers).
<b>How Reduction Achieved:</b>	The Commission is revising the collection to reflect: (a) an improved FCC Form 1088, and (b) the re-evaluation of the total annual hourly and cost burdens for the currently approved information collection.
<b>Change in Burden:</b>	-274,400 hours

#### **Social Security Administration**

<b>OMB Control Number:</b>	0960-0555
<b>Title:</b>	Information Collections Conducted by State Disability Determination Services on Behalf of SSA
<b>Purpose of the Collection:</b>	The information collections are conducted in support of SSA's disability programs. The consultative exam (CE) report medical evidence of record and pain report are used in the determination of disability. The information collected from potential CE providers is used to verify the providers' credentials and licenses. The information collected from claimants is used to obtain release of medical information and to confirm scheduled CE appointments. The respondents are medical provider and claimants for disability.
<b>How Reduction Achieved:</b>	The overall total burden for this collection has been reduced by 1,747,387 hours. This reduction is due to: 1) the elimination of pain symptom information, which is now collected by other SSA forms and 2) the introduction of new electronic methods of submission which reduce response time.
<b>Change in Burden:</b>	-1,746,637 hours

### **FY 2007 Burden Reduction from Using Information Technology**

#### **Department of State**

<b>OMB Control Number:</b>	1405-0152
<b>Title:</b>	American Citizen Services Internet Based Registration System (IBRS)
<b>Purpose of the Collection:</b>	This is an Internet-based system to permit U.S. citizens residing or traveling abroad to register their destination and emergency contacts with the Department of State. This will permit the Department and U.S. embassies and consulates abroad to communicate with U.S. citizens during periods of crisis or disaster, and provide emergency assistance.

**How Reduction Achieved:** Burden change due to removal of in-person application requirement and decrease in number of respondents.

**Change in Burden:** -450,000 hours

### **Social Security Administration**

**OMB Control Number:** 0960-0577

**Title:** Disability Report - Child

**Purpose of the Collection:** All three versions of this information collection, the paper SSA-3820, the online i3820, and the EDCS, which is input by the Claims Representative during an interview, collect the same information. The claimant has the option to complete the SSA-3820, complete the Internet application (i3820), or provide the information during a personal interview. The claimant provides information on the limitations imposed by the alleged disability and the sources of medical and educational evidence. The information is used by the evaluators to make a determination on the claim.

**How Reduction Achieved:** The public reporting burden has changed due to an increase in the number of Internet-completed forms and a decrease in paper completion.

**Change in Burden:** -209,367 hours

## **FY 2007 Burden Reduction from Miscellaneous Actions**

### **Department of Commerce**

**OMB Control Number:** 0607-0444

**Title:** 2007 Company Organization Survey

**Purpose of the Collection:** The Census Bureau conducts the annual Company Organization Survey (COS) in order to update and maintain a central, multi-purpose Business Register (BR). In particular, the COS supplies critical information on the composition, organizational structure, and operating characteristics of multi-establishment companies. The BR provides sampling populations and enumeration lists for the Census Bureau's economic surveys and censuses as well as providing the basis for the annual County Business Patterns (CBP) statistical series.

**How Reduction Achieved:** The Census Bureau gathered most multi-location establishment data as part of the Economic Census.

**Change in Burden:** -111,834 hours

**OMB Control Number:** 0607-0905

**Title:** 2004 Panel of the Survey of Income and Program Participation Waves 10, 11 & 12

**Purpose of the Collection:** This survey will provide improved statistics on income distribution and provides data not previously available on eligibility for and participation in government programs. Changes in status and participation will be measured over time. These data will support policy and program planning. All people 15 years old or older in sample households are interviewed.

**How Reduction Achieved:** Census is limiting the sample for the 2004 Wave 10, 11, and 12 interviews to 21,292 households per wave, decreasing the burden to 44,799 hours through January 2008.

**Change in Burden:** -103,229 hours

**OMB Control Number:** 0651-0031

**Title:** Patent Processing (Updating)

<b>Purpose of the Collection:</b>	This collection of information is required by 35 U.S.C. sec. 101 et seq. and is administered through 37 CFR Part 1. During the pendency of a patent application or the period of enforceability of a patent, situations arise that require collection of information for the USPTO to further process the patent or application. This information can be used by the USPTO to continue the processing of the patent or application or to ensure that applicants are complying with the patent regulations.
<b>How Reduction Achieved:</b>	Based on public comment, the USPTO revised its estimates for the burden required to provide examination support documents and petitions for further continued examination under pending proposed rules.
<b>Change in Burden:</b>	196,800 hours

#### **Department of Health and Human Services**

<b>OMB Control Number:</b>	0935-0118
<b>Title:</b>	Medical Expenditure Panel Survey Household Component and Medical Provider Component (MEPS-HC and MEPS-MPC through 2009)
<b>Purpose of the Collection:</b>	The MEPS includes the collection of data from household and medical providers to provide nationally representative unbiased estimates of health care use and expenditures for the U.S. civilian noninstitutionalized population.
<b>How Reduction Achieved:</b>	Differences in the questionnaire between the existing MEPS instrument are minor and limited to two areas. Questions ascertaining whether household members have had specific diseases or condition have been moved from round 3 and 5 to round 1. Questions about sore throat were removed and questions about chronic bronchitis, high cholesterol, cancer, and ADHD/ADD were added. In addition, questions that ascertain family relationships among members of the household have been revised for ease of administration. In this later instance, the changes do not change the nature of the data collected but rather increase the ease with which the respondent and interviewer can record the information, thus reducing the burden.
<b>Change in Burden:</b>	-164,664 hours
<b>OMB Control Number:</b>	0938-0760
<b>Title:</b>	Medicare and Medicaid Programs OASIS Collection Requirements as Part of the CoPs for HHAs and Supp. Regs. in 42 CFR 48.55, 484.205, 484.245, 484.250
<b>Purpose of the Collection:</b>	This collection requires HHAs to use a standard core assessment data set, the OASIS, to collect information and to evaluate adult non-maternity patients. In addition, data from the OASIS will be used for purposes of case mix adjusting patients under home health PPS and will facilitate the production of necessary case mix information at relevant time points in the patient's home health stay. Modifications were previously made to the OASIS forms to allow for the preservation of masking of personally identifiable information for the non-Medicare/non-Medicaid individuals.
<b>How Reduction Achieved:</b>	CMS will be removing or modifying existing questions in the OASIS data set to accommodate the requirements referenced above. In addition, as a result of the proposed changes of CMS-1541-P, CMS expects that the claims processing system will automatically adjust the therapy visits, upward and downward on the final claim, according to the information on the final claim. Consequently, the HHA will no longer have to withdraw and resubmit a revised claim when the number of therapy visits delivered to the patient is higher than the level report on the RAP. Therefore, CMS believes the burden increase associated with these changes is negated by the removal or modification of several current data items.
<b>Change in Burden:</b>	-288,367 hours
<b>OMB Control Number:</b>	0938-0931
<b>Title:</b>	National Provider Identifier (NPI) Application and Update Form and Supporting Regs in 45 CFR 142.408, 45 CFR 162.408, 45 CFR 162.406

<b>Purpose of the Collection:</b>	The form will be used by health care providers to apply for NPIs and to update the information collected from them whenever it changes.
<b>How Reduction Achieved:</b>	The NPI Application/Update form has been revised to further assist in uniquely identifying health care providers and provide additional guidance on how to accurately complete the form.
<b>Change in Burden:</b>	-339,568 hours
<b>OMB Control Number:</b>	0938-0992
<b>Title:</b>	Medicare Part D Reporting Requirements
<b>Purpose of the Collection:</b>	MMA provides CMS the statutory authority to require all Part D Sponsors (MA-PDs and PDPs) to report data related to their operational costs, services, and fiscal soundness. These data will be analyzed for oversight and monitoring purposes, as well as potentially initiating other groups within the agency to perform functions such as fraud/waste/abuse investigations, audit activities, and compliance.
<b>How Reduction Achieved:</b>	Changes were made to the data collection instrument as a result of public comments received, and overall experiences from the Part D program since January 2006.
<b>Change in Burden:</b>	-101,634 hours
<b>OMB Control Number:</b>	0970-0223
<b>Title:</b>	State Self-Assessment Review and Report
<b>Purpose of the Collection:</b>	The Self-Assessment reports are intended to give States the opportunity to assess whether they are meeting Federal requirements for providing child support services and providing the best services possible. In addition, these reports are used by OCSE to monitor State compliance in areas critical to successful State child support programs.
<b>How Reduction Achieved:</b>	The reduction in the burden hours estimate is due to a review and standardization of reporting requirements. The initial reporting burden included time for States to develop complex computer programs to generate the required information. Now that the initial programming is complete, the collection is much less burdensome.
<b>Change in Burden:</b>	-208,548 hours
<b><u>Department of Justice</u></b>	
<b>OMB Control Number:</b>	1140-0032
<b>Title:</b>	Records of Acquisition and Disposition, Collection of Firearms
<b>Purpose of the Collection:</b>	The records are used by DOJ in criminal investigations and compliance inspections in fulfilling its mission to enforce the gun control laws.
<b>How Reduction Achieved:</b>	The number of respondents decreased for this information collection. A portion of the respondents are collectors and they are no longer required to maintain records.
<b>Change in Burden:</b>	-378,831 hours
<b><u>Department of Labor</u></b>	
<b>OMB Control Number:</b>	1215-0188
<b>Title:</b>	Labor Organization and Auxiliary Reports
<b>Purpose of the Collection:</b>	The Labor-Management Reporting and Disclosure Act (LMRDA) requires unions to file annual financial reports, and copies of their constitution and bylaws with DOL. Under certain circumstances, reports are required of union officers and employees, employers, labor relations consultants, and surety companies. All reports are available for public disclosure. Filers are required to retain supporting records for five years; unions are required to retain election records for one year.

**How Reduction Achieved:** The burden decrease primarily reflects the narrowed reporting scope of Form T-1.  
**Change in Burden:** -988,656 hours

#### **Federal Energy Regulatory Commission**

**OMB Control Number:** 1902-0058  
**Title:** Application for License/Relicense for Water Projects with Greater than 5 MW Capacity  
**Purpose of the Collection:** The information collected by FERC is in the format of a written application for a license or exemption and is used by the FERC staff to determine the board impact of the hydropower license application. Under the Authority of Part 1 of the Federal Power Act, FERC has the authority to issue licenses for hydroelectric projects on the waters over which Congress has jurisdiction.  
**How Reduction Achieved:** FERC implemented a program change due to agency action.  
**Change in Burden(Migration):** -363,324 hours

#### **National Aeronautics and Space Administration**

**OMB Control Number:** 2700-0087  
**Title:** NASA acquisition process, bids and proposals for contracts with an estimated value less than \$500,000  
**Purpose of the Collection:** Information collection is required to evaluate bids and proposals from offerors to award contracts for required goods and services in support of NASA's mission.  
**How Reduction Achieved:** Number of respondents has decreased due to change in mission and streamlining of acquisition process.  
**Change in Burden:** -1,334,100 hours

#### **Social Security Administration**

**OMB Control Number:** 0960-0145  
**Title:** Statement for Determining Continuing Eligibility for Supplemental Security Income Payments  
**Purpose of the Collection:** SSA uses form SSA-8202-BK to conduct low- and middle-error profile (LEP-MEP) telephone or face-to-face redetermination (RZ) interviews with SSI recipients and representative payees. The information is used to determine whether SSI recipients meet all statutory and regulatory requirements for SSI eligibility and whether they have been and are still receiving the correct payment amount. Form SSA-8202-OCR-SM collects similar information to Form SSA-8202-BK; however, it is used exclusively in LEP RZ cases on a 6-year cycle.  
**How Reduction Achieved:** The decrease in the public reporting burden is the result of the agency reducing the number of SSI redeterminations.  
**Change in Burden:** -207,817 hours

**OMB Control Number:** 0960-0416  
**Title:** Statement for determining continuing eligibility for Supplemental Security Income Payments  
**Purpose of the Collection:** Form SSA-8203-BK is used in high-error probability (HEP) redeterminations cases to determine whether SSI recipients continue to meet requirements for SSI eligibility, and whether they are receiving the correct payment amount. The information is normally completed in field offices via personal contact using the automated Modernized SSI Claims System (MSSICS). The paper form is used only when a systems limitation prevents the interview from being completed on MSSICS. Respondents are recipient of title XVI SSI benefits.

**How Reduction Achieved:** The overall public burden for this collection has substantially decreased because SSA is planning to conduct less HEP RZ cases. The reduction in work years is a result of a corresponding reduction in number of forms completed. In addition, Signature Proxy is now available to respondents completing the collection which also results in addition time savings.

**Change in Burden:** -228,606 hours

## **FY 2007 Burden Increases from Statutory Requirements**

### **Department of Agriculture**

**OMB Control Number:** 0584-0026  
**Title:** 7 CFR Part 245, Determining Eligibility for Free & Reduced Price Meals  
**Purpose of the Collection:** To establish program eligibility and insure that the program is administered according to statutory and USDA implementing regulations.  
**Why Increase Occurred:** FNS is amending 7 CFR 245 by codifying requirements concerning disclosure of children's free and reduced priced meals and free milk eligibility information in the Child Nutrition Programs.  
**Change in Burden:** 700,889 hours  
**Statute Title and Public Law:** Richard B. Russell National School Lunch Act (42 USC 1758)

**OMB Control Number:** 0584-0541  
**Title:** Senior Farmers' Market Nutrition Program (SFMNP)  
**Purpose of the Collection:** To establish eligibility, monitor, and assure program administration in accordance with statutory and Agency regulations.  
**Why Increase Occurred:** This is new information collection.  
**Change in Burden:** 412,362 hours  
**Statute Title and Public Law:** Farm Security and Rural Investment Act of 2002 (Pub.L. 107-171)

### **Department of Health and Human Services**

**OMB Control Number:** 0930-0285  
**Title:** The Consumer Level National Outcome Measures (NOMs)  
**Purpose of the Collection:** This data activity is to provide a level of consistency with the NOMs domain in SAMHSA-wide data collection and reporting of performance measures across all of its Centers and programs. This particular activity will promote the use of consistent measures among CMHS programs, grantees and contractors The Consumer NOMs recommended by CMHS are a result of extensive examination and recommendations, by panels of staff, experts, and grantees. Wherever feasible, the proposed measures are consistent with or build upon previous data development efforts within CMHS.  
**Why Increase Occurred:** This is a new data collection.  
**Change in Burden:** 100,058 hours  
**Statute Title and Public Law:** SAMHSA (5 USC 501)

### **Department of Homeland Security**

**OMB Control Number:** 1670-0007  
**Title:** Chemical Security Assessment Tool (CSAT)  
**Purpose of the Collection:** In order to comply with the chemical facility security regulations required by FY07 DHS Appropriations Bill, information must be collected from chemical facility owners and operators. New regulations gave DHS the authority and responsibility to collect information from all chemical facilities across the country. DHS must understand how each facility operates so that the facility can



be placed into a tier. Once the tier has been established, DHS can determine if the appropriate security and risk mitigation documentation is appropriate.

**Why Increase Occurred:** This is a new collection.

**Change in Burden:** 1,277,200

**Statute Title and Public Law:** Fiscal Year 2007 Homeland Security Appropriations Act (Pub.L. 109-295)

#### Department of Housing and Urban Development

**OMB Control Number:** 2502-0565

**Title:** Servicemembers Civil Relief

**Purpose of the Collection:** Federal law requires lenders to send a statement or notice to homeowners in default explaining the mortgage and foreclosure rights of servicemembers and their dependents under the Servicemembers Civil Relief Act (50 U.S.C. App. 501 et seq.). This notification must be made within 45 days from the date the missed payment was due unless the homeowner pays the overdue amount before the expiration of the 45-day period. All conventional mortgage loans and loans insured by HUD are subject to the new notification requirement.

**Why Increase Occurred:** The statutory amendment directed HUD to develop a form for the new required creditor notice of servicemember mortgage and foreclosure rights under the Servicemembers Civil Relief Act. Mortgagees and their servicers may use this general form for required notices on all conventional and government insured home loans.

**Change in Burden:** 533,744 hours

**Statute Title and Public Law:** Servicemembers Civil Relief Act (Pub. L. 108-189)

#### Department of State

**OMB Control Number:** 1405-0004

**Title:** Application for a U.S. Passport

**Purpose of the Collection:** This form collects information necessary to establish nationality, identity, and entitlement to the issuance of passports to U.S. citizens and non-citizen nationals.

**Why Increase Occurred:** The changes detailed in this request are the result of the implementation of the Air portion of the Western Hemisphere Travel Initiative (WHTI). Adjustments in burden and costs are due to the increase in number of passport requests because of this rule requiring passports for all travelers departing from/arriving to the United States at air ports-of-entry from within the Western Hemisphere. The actual Passport Application form (DS-11) is not being changed.

**Change in Burden:** 2,550,000 hours; \$205,200,000

**Statute Title and Public Law:** Intelligence Reform and Terrorism Prevention Act of 2004 (Pub.L. 108-408)

**OMB Control Number:** 1405-0147

**Title:** Recording, Reporting, and Data collection Requirements Under 22 CFR Part 62, the Exchange Visitor Program -- Student and Exchange Visitor Information System (SEVIS)

**Purpose of the Collection:** The regulations set forth in 22 CFR Part 62 implement the Department of State's Exchange Visitor Program, including the use of SEVIS (Subpart F) to facilitate timely reporting and monitoring of international students and exchange visitors (EVs) in the US. SEVIS is an Internet-based application for electronically tracking and reporting on EVs, and enables schools and program sponsors to transmit information electronically to the Bureau of Immigration and Customs Enforcement and the Department of State. Additional non-electronic requirements under 22 CFR Part 62 are also covered in this submission.

**Why Increase Occurred:** The change in burden hours reflects the addition of the category of intern and additional reporting of information and gathering of supporting documentation necessary for compliance with regulatory changes adopted in 1993 (22 CFR Part 62).

<b>Change in Burden:</b>	164,034 hours
<b>Statute Title and Public Law:</b>	Illegal Immigrant Reform and Immigrant Responsibility Act of 1966 (Pub.L. 104-208)
<b><u>Department of the Treasury</u></b>	
<b>OMB Control Number:</b>	1545-0074
<b>Title:</b>	U.S. Individual Income Tax Return
<b>Purpose of the Collection:</b>	These forms and schedules are used by individuals to report their income tax liability. The data is used to verify that the items reported on the forms are correct, and also for general statistical use. Form 5695, Residential Energy Credits, has been added to this ICR.
<b>Why Increase Occurred:</b>	IRS added Form 5695 to this approval number.
<b>Change in Burden:</b>	71,500,000 hours; \$2,258,600,000
<b>Statute Title and Public Law:</b>	American Jobs Creation Act of 2004 (Pub.L. 108-357)
<b>OMB Control Number:</b>	1545-2051
<b>Title:</b>	Form 8913, Credit for Federal Telephone Excise Tax Paid
<b>Purpose of the Collection:</b>	In May 2006, the IRS issued Notice 2006-50 stating "taxpayers may be entitled to request a credit or refund of the Federal excise tax on nontaxable telephone service. The refund period is for nontaxable service billed after February 28, 2003 and before August 1, 2006. The credit or refund must be claimed on a 2006 income tax return. Form 8913 has been developed to allow taxpayers to compute the actual amount of refund for each month of the 14 refund periods. Taxpayers must also calculate the interest due on the refund. Factors have been provided for each refund period. The tax and interest is combined on Form 8913 and one amount is transferred to the appropriate income tax return.
<b>Why Increase Occurred:</b>	IRS was required to refund this tax because of court decisions that interpreted tax legislation. Accordingly, OMB classified the program change as due to statute, since the burden is legislatively driven.
<b>Change in Burden:</b>	67,600,000 hours
<b>OMB Control Number:</b>	1545-2083
<b>Title:</b>	Form 8921 - Applicable Insurance Contracts Information Return
<b>Purpose of the Collection:</b>	To comply with IRC section 6050V, as added by the Pension Protection Act of 2006, an applicable exempt organization must file a Form 8921 for each structured transaction under which it makes reportable acquisitions of applicable insurance contracts. The information gathered will be used by the Treasury to issue a two-year report to Congress.
<b>Why Increase Occurred:</b>	Form 8921 is a new form with 141 line items and 8 code references.
<b>Change in Burden:</b>	1,794,500 hours
<b>Statute Title and Public Law:</b>	Pension Protection Act of 2006 (Pub.L. 109-280)
<b><u>Federal Energy Regulatory Commission</u></b>	
<b>OMB Control Number:</b>	1902-0215
<b>Title:</b>	Annual Report for Centralized Service Companies
<b>Purpose of the Collection:</b>	In RM06-11-000, FERC is adding a new Uniform System of Accounts for Centralized Service Companies and new preservation of records requirements as new Parts 367 and 368. Form No.60 provides financial reporting by centralized service companies, i.e., service companies that are not special purpose companies, consistent with the new Uniform System of Accounts; and to provide for electronic filing of Form No. 60.
<b>Why Increase Occurred:</b>	This final rule reflects the addition of service companies (38) who must now comply with the Uniform System of Accounts and records retention requirements in Parts 101, 125, 201 and 225 of the Commission's regulations.
<b>Change in Burden:</b>	327,371 hours; \$6,696,000

<b>Statute Title and Public Law:</b>	Energy Policy Act of 2005 (Pub.L. 109-58)
<b>OMB Control Number:</b>	1902-0244
<b>Title:</b>	Mandatory Reliability Standards for the Bulk-Power System
<b>Purpose of the Collection:</b>	FERC is implementing the Electricity Modernization Act of 2005 which added a new section 215 to the Federal Power Act. FERC proposes to approve 83 of 107 proposed Reliability Standards, including six of the eight regional differences, and the Glossary of Terms Used in Reliability Standards developed by the North American Electric Reliability Council. Bulk-Power System means facilities and control systems necessary for operating an interconnected electric energy transmission network and electric energy from generating facilities needed to maintain transmission system reliability.
<b>Why Increase Occurred:</b>	The Final Rule approves 83 Reliability Standards. Compliance with these Reliability Standards will be mandatory and enforceable for the applicable categories of entities identified in each Reliability Standard. The Reliability Standards approved in this Final Rule are necessary for the reliable operation of the nation's interconnected Bulk-Power System.
<b>Change in Burden:</b>	1,252,680 hours
<b>Statute Title and Public Law:</b>	Energy Policy Act of 2005 (Pub.L. 109-58)

#### **Nuclear Regulatory Commission**

<b>OMB Control Number:</b>	3150-0203
<b>Title:</b>	10 CFR Parts 20, 30, 31, 32, & 35, 'Requirements for Expanded Definition of Byproduct Material,' Final Rule, and NRC Forms 4, 5, 313, 314 & 664
<b>Purpose of the Collection:</b>	The collection provides information for licensing and compliance with licensing for discrete sources of radium-226, accelerator-produced radioactive materials, and discrete sources of naturally occurring radioactive material, as required by the Energy Policy Act of 2005 (EPAAct).
<b>Why Increase Occurred:</b>	The Energy Policy Act of 2005 required regulation of discrete radium-226 sources or accelerator-produced radioactive material used for commercial, medical, or research activities.
<b>Change in Burden:</b>	120,888 hours
<b>Statute Title and Public Law:</b>	Energy Policy Act of 2005 (Pub.L. 109-58)

### **FY 2007 Burden Increases from Miscellaneous Actions**

#### **Department of Agriculture**

<b>OMB Control Number:</b>	0575-0172
<b>Title:</b>	Direct Single Family Housing Loan and Grant Programs
<b>Purpose of the Collection:</b>	USDA uses the information collected to make prudent credit and program decisions. Without this information, the agency would be unable to determine if a borrower would qualify for services or determine assistance eligibility under current regulations and statutes.
<b>Why Increase Occurred:</b>	This final rule is adopting homeownership education requirements resulting in a program change increase.
<b>Change in Burden:</b>	121,768 hours
<b>OMB Control Number:</b>	0579-0316
<b>Title:</b>	14th Periodic Amendment; Importation of Fruits and Vegetables
<b>Purpose of the Collection:</b>	To certify that U.S. phytosanitary requirements and other conditions of import have been met.
<b>Why Increase Occurred:</b>	This is a new program which requires collection of information via foreign phytosanitary certificates, trapping, recordkeeping, labeling of boxes, and inspection by NPPO.
<b>Change in Burden:</b>	

121,541 hours

**OMB Control Number:**

0584-0540

**Title:**

Data Collection Related to Institutions and Organizations

**Purpose of the Collection:**

This submission incorporates the requirements under Executive Order 13279 and 13280 that State agencies would collect and report information related to faith-based and community organizations.

**Why Increase Occurred:**

This is a new collection.

**Change in Burden:**

131,966 hours

**Department of Commerce****OMB Control Number:**

0607-0151

**Title:**

The Boundary and Annexation Survey (BAS)

**Purpose of the Collection:**

The Census Bureau conducts the Boundary and Annexation Survey (BAS) annually to collect boundary updates and other information about selected legally defined geographic areas for the censuses, statistical programs and Federal legislative programs. The BAS is the only nationwide source of information documenting the creation of new, and dissolution of old, incorporated municipalities, minor civil divisions (MCDs), and counties and equivalent areas, as well as changes in the boundaries of municipalities, MCDs, counties, and Federally recognized American Indian areas, which include reservations and off-reservation trust lands.

**Why Increase Occurred:**

There is a change in burden for two reasons. First, the number of respondents has increased from 12,000 to 34,000 due to the change in the BAS mailing universe. Secondly, Census introduced new methods of participation which changed the response time. Census mails an Advance Response notice to the initial BAS universe of 40,000 in September. The governments notify Census through Advance Response if they have changes. Based on this, Census only mails BAS materials to those entities.

**Change in Burden:**

105,250 hours

**OMB Control Number:**

0607-0795

**Title:**

Local Update of Census Addresses (LUCA) Program

**Purpose of the Collection:**

The LUCA Program was developed by the U.S. Census Bureau to meet the requirements of the Census Address List Improvement Act of 1994, P.L. 103-430. Participating governments may review the Census Bureau's confidential list of individuals' home addresses and provide to the Census Bureau address additions, corrections, deletions, and/or the identification of corrected address counts for census blocks; street and street attribute updates; and legal boundary updates. The Census Bureau will use the LUCA program to help develop the housing unit and group quarters (e.g., college dormitory, nursing home, correctional facility, etc.) address information that it will need to conduct the 2010 Decennial Census.

**Why Increase Occurred:**

The increase in burden is attributable to the fact that this collection is being resubmitted as a reinstatement of a previously approved collection for which approval has expired.

**Change in Burden:**

3,907,173 hours

**OMB Control Number:**

0607-0919

**Title:**

2008 Census Dress Rehearsal

**Purpose of the Collection:**

In order to meet constitutional and legislative mandates, the Census Bureau conduct a 2010 Census that is cost-effective, improves coverage, and reduces operational risk. The purpose and scope of the 2008 Census Dress Rehearsal is to assist in designing and implementing an optimal re-engineered 2010 Census. The 2008 Census Dress Rehearsal will attempt to integrate the various operations and procedures planned for the 2010 Census under as close to census-like

<b>Why Increase Occurred:</b>	conditions as possible. The increase in burden is attributable to the fact that this collection is being submitted as a reinstatement of a previously approved collection for which approval has expired.
<b>Change in Burden:</b>	101,501 hours
<b>OMB Control Number:</b>	0607-0932
<b>Title:</b>	2007 Economic Census -- Commodity Flow Survey (CFS)
<b>Purpose of the Collection:</b>	The 2007 CFS provides a crucial, unique set of transportation statistics. Results will show origin-destination flows of commodities with key characteristics of mode, value, weight, ton-miles and average miles per shipment. These data are needed by transportation decision makers at the Federal and local levels to analyze, maintain, and improve the transportation infrastructure.
<b>Why Increase Occurred:</b>	This is a new collection.
<b>Change in Burden:</b>	800,000 hours
<b><u>Department of Education</u></b>	
<b>OMB Control Number:</b>	1820-0027
<b>Title:</b>	Application for Grants under Disability and Rehabilitation Research
<b>Purpose of the Collection:</b>	NIDRR provides grants for research and related activities in Rehabilitation of Individuals with disabilities. The grant application package contains program profiles, standard forms, program regulations, sample rating forms, and transmitting instructions. Applications are primarily institutions of higher education, but may also include hospitals, State Rehabilitation education agencies and voluntary and profit organizations.
<b>Why Increase Occurred:</b>	Applicants will increase due to the dissemination of NIDRR's priorities and regulatory programs to spread the word on availability of funds. This has been accomplished through increased visibility and outreach by the NIDRR Director and staff. Posting competitions on the Grants.gov web site has increased interest for these applications. Most of the current increased burden from 20,000 burden hours to 130,000 is based on extensive discussions over recent years with past applicants.
<b>Change in Burden:</b>	110,000 hours
<b>OMB Control Number:</b>	1845-0001
<b>Title:</b>	Free Application for Federal Student Aid (FAFSA)
<b>Purpose of the Collection:</b>	The FAFSA collects identifying and financial information from students applying for Federal student aid for postsecondary education, and is used to calculate Expected Family Contribution and determine eligibility for grants and loans, under Title IV of the HEA.
<b>Why Increase Occurred:</b>	The FAFSA4caster is a new tool being added to FAFSA on the web. It is a tool to inform high school juniors and their families of their estimated EFC and inform them if they will be eligible for a Federal PELL Grant. It will also reduce the time needed to complete the FAFSA in their Senior year. The estimate is that 834,750 juniors will use the tool which takes 25 minutes to complete. The burden hour increase is due to the addition of this new tool.
<b>Change in Burden:</b>	350,595 hours
<b>OMB Control Number:</b>	1845-0008
<b>Title:</b>	Student Aid Report (SAR)
<b>Purpose of the Collection:</b>	The SAR is used to notify FAFSA applicants of their eligibility to receive Federal student aid under the student financial assistance programs authorized under the Title IV of the Higher Education Act of 1965, as amended, and provide an opportunity for applicants to correct or update the information they provided on their FAFSA.
<b>Why Increase Occurred:</b>	The 116,667 increase in burden hours is a result of more individuals enrolling in

	postsecondary education and applying for Federal assistance thereby increasing the overall number of FAFSA applicants and SAR recipients. Despite the increase in burden hours shown, ED is projecting a decrease in the time spent on each FAFSA and SAR in the future because more recipients are opting to submit their information via electronic processes, which is less burdensome to applicants than the paper process.
<b>Change in Burden:</b>	116,667 hours
<b>OMB Control Number:</b>	1845-0069
<b>Title:</b>	Federal PLUS Loan Application and Master Promissory Note, Endorser Addendum, and School Certification
<b>Purpose of the Collection:</b>	The Federal PLUS Loan Application and Master Promissory Note is the means by which an eligible parent borrower applies for and agrees to repay a Federal PLUS Loan. If an applicant for a Federal PLUS Loan is determined to have an adverse credit history and obtains an endorser, the Endorser Addendum is the means by which the endorser agrees to repay the loan if the borrower does not repay it. The School Certifications form is the means by which a school certifies a borrower's eligibility for a Federal PLUS Loan if the school does not certify eligibility electronically.
<b>Why Increase Occurred:</b>	Eligibility for Federal PLUS Loans was extended to graduate and professional students. Previously, Federal PLUS Loans were available only to parents of dependent undergraduate students. This change increased the number of Federal PLUS Loan borrowers.
<b>Change in Burden:</b>	126,850 hours

#### Department of Health and Human Services

<b>OMB Control Number:</b>	0910-0606
<b>Title:</b>	Current Good Manufacturing Practice in Manufacturing, Packaging, Labeling, or Holding Operations for Dietary Supplements
<b>Purpose of the Collection:</b>	The Federal Food, Drug, and Cosmetic Act gives the Food and Drug Administration (FDA) explicit authority to establish Current Good Manufacturing Practice for dietary supplements. A dietary supplement is adulterated if "it has been prepared, packed, or held under conditions that do not meet current good manufacturing practice regulations." FDA has authority to "prescribe good manufacturing practices for dietary supplements."
<b>Why Increase Occurred:</b>	FDA established record keeping requirements to ensure that firms follow CGMPs so that they ensure the quality of their dietary supplements during manufacturing, packaging, labeling, or holding operations.
<b>Change in Burden:</b>	1,085,570 hours
<b>OMB Control Number:</b>	0920-0753
<b>Title:</b>	Evaluation of the Centers for Disease Control and Prevention's Consumer Response Services Center (CDC-INFO)
<b>Purpose of the Collection:</b>	The Centers for Disease Control and Prevention proposes to conduct continual national evaluation of the agency's Consumer Response Services Center called CDC-INFO. CDC-INFO is a proactive, unified, and integrated approach to the delivery of public health information. CDC-INFO is designed to contribute to improving the health and safety of the public. Customers are defined as any individual or group seeking health or public health information from CDC. This includes the public, media, medical and healthcare professionals, public health professionals, partner groups, businesses, researchers, and others.
<b>Why Increase Occurred:</b>	This is a new information collection. The proposed study and attendant data collection activities will help support CDC in achieving its information dissemination objective 'to ensure consistent, timely, reliable health information is disseminated to meet the needs of a evolving diversity of consumers (public, health professionals, researchers, etc.) and to address variations in inquiry volumes related to public health emergencies, news events, and dynamic, shifting

<b>Change in Burden:</b>	public health priorities' (CDC-INFO Request for Funding Announcement). 176,286 hours
<b>OMB Control Number:</b>	0938-0692
<b>Title:</b>	Medicare and Medicare Advantage Programs; Notification Procedures for Hospital Discharges : Important Message From Medicare
<b>Purpose of the Collection:</b>	As a result of the Weichardt v. Leavitt class action lawsuit, CMS proposed that hospitals and Medicare Advantage plans deliver a new advance notice of discharge to Medicare beneficiaries who are receiving inpatient hospital services. In response to public comments, CMS set forth a final rule, CMS-4105-F, for how hospitals must notify Medicare beneficiaries who are hospital inpatients about their hospital discharge rights. Under the final rule, hospitals will use a revised version of the Important Message from Medicare (IM), an existing statutorily required notice, to explain the discharge rights.
<b>Why Increase Occurred:</b>	The currently approved burden involves hospital delivery of the IM without a signature, at 1 minute per beneficiary, to an estimated 12.5 million admitted Medicare beneficiaries annually. As a result of the Weichardt v. Leavitt class action lawsuit, CMS required hospitals to issue the IM to the currently estimated 13 million admitted Medicare beneficiaries annually within two days of admission, and obtain the signature of the beneficiary or his or her representative. Therefore, hospitals will need an extra 14 minutes on average to deliver the IM to 500,000 more beneficiaries.
<b>Change in Burden:</b>	3,041,667 hours
<b>OMB Control Number:</b>	0938-0732
<b>Title:</b>	The Medicare Managed Care CAHPS Survey and Supporting Regulations
<b>Purpose of the Collection:</b>	The new Medicare CAHPS survey is a shortened version of the Medicare Advantage (MA) and Medicare fee-for-service (MFFS) CAHPS surveys, with additional questions on the experiences of persons enrolled in a Medicare prescription drug plan (PDP).
<b>Why Increase Occurred:</b>	For 2007, the number of plans to be included in the survey has grown from 208 in the 2005 MA survey, to now include 509 MA-PD plans and 81 freestanding PDPs.
<b>Change in Burden:</b>	142,550 hours
<b>OMB Control Number:</b>	0938-0918
<b>Title:</b>	National Voluntary Hospital Reporting Initiative--Hospital Quality Measures
<b>Purpose of the Collection:</b>	The purpose is to collect data to produce valid, reliable, comparable and salient quality measures to provide a potent stimulus for clinicians and providers to improve the quality of care they provide. This voluntary reporting initiative in which hospitals may participate is a significant step toward a more informed public and a means to sustain health care quality improvement. The data is currently being collected from hospitals by CMS. The hospitals submitting data have volunteered to participate in public reporting.
<b>Why Increase Occurred:</b>	The increase in burden is due to an increase in the number of data elements being submitted.
<b>Change in Burden:</b>	345,776 hours
<b>OMB Control Number:</b>	0938-1012
<b>Title:</b>	Payment Error Rate Measurement - State Medicaid and SCHIP Eligibility
<b>Purpose of the Collection:</b>	The Improper Payments Information Act (IPIA) of 2002 requires CMS to produce national error rates for Medicaid and SCHIP. To comply with the IPIA, CMS needs the information to be collected in order to provide some Federal overview of state eligibility determinations to ensure correctness and consistency among states and to use the State-specific error rates as the basis for calculating national eligibility error rates for Medicaid and SCHIP.
<b>Why Increase Occurred:</b>	This is a new information collection.

<b>Change in Burden:</b>	535,670 hours
<b>OMB Control Number:</b>	0938-1016
<b>Title:</b>	Request for Bids (RFB) for Durable Medical Equipment, Prosthetics, Orthotics, and Supplies (DMEPOS) Competitive Bidding Program
<b>Purpose of the Collection:</b>	The Medicare Prescription Drug, Improvement, and Modernization Act of 2003 (MMA) required HHS to establish and implement programs under which competitive bidding areas (CBAs) are established throughout the United States for contract award purposes for the furnishing of certain competitively priced items and services for which payment is made under Part B (the Medicare DMEPOS Competitive Bidding Program). CMS will conduct a competitive bidding program in which certain suppliers would be awarded a contract to provide competitively priced items and services to Medicare beneficiaries.
<b>Why Increase Occurred:</b>	This is a new information collection.
<b>Change in Burden:</b>	1,090,826 hours
<b>OMB Control Number:</b>	0938-1019
<b>Title:</b>	Medicare and Medicare Advantage Programs; Notification Procedures for Hospital Discharges
<b>Purpose of the Collection:</b>	Based on a settlement agreement of the Weichardt vs. Leavitt class action suit, CMS-4105-F sets forth new requirements for how hospitals must notify Medicare beneficiaries who are hospital inpatients about their hospital discharge rights. Plans must deliver to beneficiaries and enrollees, who are appealing inpatient hospital discharges, a detailed notice providing the reasons for the discharge decision. Notice is required both for original Medicare beneficiaries and for beneficiaries enrolled in Medicare Advantage plans and other Medicare health plans subject to the MA regulations.
<b>Why Increase Occurred:</b>	This is a new data collection.
<b>Change in Burden:</b>	130,000 hours
<b>OMB Control Number:</b>	0938-1022
<b>Title:</b>	Additional Quality Measures and Procedures for Hospital Reporting of Quality Data for the FY 2008 IPPS Annual Payment Update (Surgical Care Improvement Project & Mortality Measures)
<b>Purpose of the Collection:</b>	The purpose is to collect data to produce valid, reliable, comparable and salient quality measures to provide a potent stimulus for clinicians and providers to improve the quality of care they provide. The reporting of SCIP measures is currently being collected from hospitals for activities associated with the Quality Improvement Organization (QIO) Program.
<b>Why Increase Occurred:</b>	This program change increases the data collection requirements by expanding the starter set of 10 quality measures that CMS has used since 2003. In expanding these measures, CMS must adopt the baseline set of performance measures as set forth in the 2005 report issued by the Institute of Medicine (IOM) of the National Academy of Sciences, effective for payments beginning with FY 2007. The IOM measures include the Hospital Quality Alliance (HQA) measures, the Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS) patient perspective survey, and three structural measures.
<b>Change in Burden:</b>	587,486 hours
<b><u>Department of Homeland Security</u></b>	
<b>OMB Control Number:</b>	1615-0012
<b>Title:</b>	Petition for Alien Relative
<b>Purpose of the Collection:</b>	The information collected on this form will be used to determine eligibility for benefits sought for relatives of United States citizens and lawful permanent residents.
<b>Why Increase Occurred:</b>	This increase is attributed to the additional time it will take to provide evidence to show the bona fides of a marital relationship. There has also been a cost



<b>Change in Burden:</b>	increase of \$9,151,460 previously reported for this information collection. The increase in cost is attributed to an increase in the filing fee. 183,034 hours
<b>OMB Control Number:</b>	1615-0033
<b>Title:</b>	Report of Medical Examination and Vaccination Record
<b>Purpose of the Collection:</b>	The information on the application will be used by USCIS in considering eligibility for adjustment of status under 8 CFR part 209, 8 CFR 210.5, 245.1 and 245a.3.
<b>Why Increase Occurred:</b>	USCIS added the vaccination record to the instrument based on a comment. This new record increased the burden hours from 1 1/2 hours to 2 1/2 hours.
<b>Change in Burden:</b>	800,000 hours
<b>OMB Control Number:</b>	1615-0038
<b>Title:</b>	Petition to Remove the Conditions on Residence
<b>Purpose of the Collection:</b>	Aliens granted conditional residence through marriage to a U.S. citizen or permanent resident use this form to petition for removal of those conditions. The information collected on the form is used to verify the petitioner's status and to determine whether the conditional resident is eligible to have the conditions of his or her status removed.
<b>Why Increase Occurred:</b>	This increase is due to the new requirement to provide original or certified copies of arrest reports, court dispositions and other relevant documents, and the requirement to have the applicant report to an Application Support Center for biometrics collection. In addition, there has been an increase in costs. This can be attributed to increasing the fee to \$205 and adding a biometric fee of \$70.
<b>Change in Burden:</b>	236,370 hours
<b>OMB Control Number:</b>	1652-0003
<b>Title:</b>	Aircraft Operator Security
<b>Purpose of the Collection:</b>	DHS requires air carriers to maintain, update, and comply with TSA-approved comprehensive security programs to ensure the safety of persons and property traveling on their flights. These programs are subject to TSA inspection.
<b>Why Increase Occurred:</b>	TSA has broadened the scope of aircraft operators covered by this collection. Expanding it to types of operations (non-scheduled general aviation, charter, etc) that were previously exempt. These program changes account for the increase in burden hours.
<b>Change in Burden:</b>	1,581,840 hours
<b>OMB Control Number:</b>	1652-0019
<b>Title:</b>	Registered Traveler Interoperability Pilot (RTIP) Program
<b>Purpose of the Collection:</b>	TSA is continuing the ongoing pilot test and evaluate specific technologies and business processes related to the Registered Traveler (RT) concept. TSA, through its partnership with airports serving as Sponsoring Entities for Service Providers (SPs), will collect and retain personal information from individuals to conduct name-based security threat assessments on individuals who volunteer to participate in the program. For prequalification purposes, TSA will collect information from companies seeking to participate as SPs.
<b>Why Increase Occurred:</b>	Due to positive responses to the current pilot, the need to evaluate systems interoperability, and the need to conduct a robust metrics analysis, TSA has extended the current pilot program. This increase in burden hours is due to TSA's decision to expand this pilot program to 20 airports nation-wide.
<b>Change in Burden:</b>	144,340 hours
<b>OMB Control Number:</b>	1670-0007
<b>Title:</b>	Chemical Security Assessment Tool (CSAT)
<b>Purpose of the Collection:</b>	In order to comply with the chemical facility security regulations required by FY07 DHS Appropriations Bill, information must be collected from chemical

<b>Why Increase Occurred:</b>	facility owners and operators. New regulations gave DHS the authority and responsibility to collect information from all chemical facilities across the country. DHS must understand how each facility operates so that the facility can be placed into a tier. Once the tier has been established, DHS can determine if the appropriate security and risk mitigation documentation is appropriate.
<b>Change in Burden:</b>	DHS added the Security Vulnerability Assessment and the Site Security Plan to this information collection. 760,000 hours
<b>Department of Justice</b>	
<b>OMB Control Number:</b>	1110-0046
<b>Title:</b>	Arrest and Information (Criminal) Fingerprint Card; Applicant Fingerprint Card and Personal Fingerprint Card
<b>Purpose of the Collection:</b>	The Federal Bureau of Investigation (FBI), Criminal Justice Information Services Division (CJIS), provides a centralized pooling of all fingerprint cards and all arrest records. Federal, State, local agencies, as well as individuals, use these forms to submit fingerprint identification information.
<b>Why Increase Occurred:</b>	If the collection is not conducted or conducted less frequently, the criminal history record information provided for use by all contributing agencies would be incomplete and inaccurate. The law enforcement community has an ever-increasing need for timely and accurate data. Obtaining the fingerprint cards is vital to ensuring the most efficient services to all authorized entities in a timely manner.
<b>Change in Burden:</b>	486,724 hours
<b><u>Department of Transportation</u></b>	
<b>OMB Control Number:</b>	2120-0718
<b>Title:</b>	Extended Operations (ETOPS) of Multi-Engine Airplanes
<b>Purpose of the Collection:</b>	Rule will codify current practices that permit certificated air carriers to operate two-engine airplanes over long-range routes.
<b>Why Increase Occurred:</b>	This is a program change due to a new collection.
<b>Change in Burden:</b>	106,587 hours
<b><u>Department of the Treasury</u></b>	
<b>OMB Control Number:</b>	1545-0023
<b>Title:</b>	Quarterly Federal Excise Tax Return
<b>Purpose of the Collection:</b>	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data is report by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.
<b>Why Increase Occurred:</b>	IRS added 35 line items to this ICR.
<b>Change in Burden:</b>	223,318 hours
<b>OMB Control Number:</b>	1545-0047
<b>Title:</b>	Return of Organization Exempt From Income Tax Under Section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (IRC)
<b>Purpose of the Collection:</b>	Form 990 is needed to determine that IRC section 501(a) tax- exempt organizations fulfill the operating conditions within the limitations of their tax exemption.
<b>Why Increase Occurred:</b>	IRS added several lines to Form 990, which increase the form's burden.
<b>Change in Burden:</b>	7,454,953 hours
<b>OMB Control Number:</b>	1545-0074
<b>Title:</b>	U.S. Individual Income Tax Return

<b>Purpose of the Collection:</b>	These forms and schedules are used by individuals to report their income tax liability. The data is used to verify that the items reported on the forms are correct, and also for general statistical use.
<b>Why Increase Occurred:</b>	IRS added a new form to this approval number.
<b>Change in Burden:</b>	1,100,000 hours
<b>OMB Control Number:</b>	1545-0099
<b>Title:</b>	U.S. Return of Partnership Income (Form 1065); Capital Gains and Losses (Schedule D); and Partner's Share of Income, Credits, Deductions, etc. (Schedule K-1)
<b>Purpose of the Collection:</b>	IRC section 6031 requires partnerships to file returns that show gross income items, allowable deductions, partners' names, addresses, and distribution shares, and other information. This information is used to verify correct reporting of partnership items and for general statistics.
<b>Why Increase Occurred:</b>	The legal authority for Schedule M-3 (Forms 1120-PC, 1120, 1120-L, 1065, and 1120S) is Internal Revenue Code section 6011 (P.L. 105-206, Title II, Sections 2001 through 2005). Also, the Schedule M-3 (Forms 1120-PC, 1120, 1120-L, 1065, an 1120S) has been developed at the request of the U.S. Department of the Treasury and IRS.
<b>Change in Burden:</b>	7,154,000 hours
<b>OMB Control Number:</b>	1545-0123
<b>Title:</b>	Form 1120, U.S. Corp. Income Tax Return
<b>Purpose of the Collection:</b>	Schedule O (Form 1120), Consent Plan and Apportionment Schedule for a Controlled Group, was developed to allow the component members of a controlled group to report the apportionment of taxable income, income tax, and certain tax benefits. The schedule will be used by corporations that are members of a controlled group to show the adoption, amendment, or termination of an apportionment plan. It will also be used to show the apportionment of taxable income, income tax, and other tax benefits for members of the controlled group.
<b>Why Increase Occurred:</b>	Schedule O was added to Form 1120.
<b>Change in Burden:</b>	1,660,500 hours
<b>OMB Control Number:</b>	1545-0128
<b>Title:</b>	U.S. Life Insurance Company Income Tax Return
<b>Purpose of the Collection:</b>	Life Insurance companies are required to file an annual return of income and compute and pay the tax due. The data is used to insure that companies have correctly reported taxable income and paid the correct tax.
<b>Why Increase Occurred:</b>	The legal authority for Schedule M-3 (Form 1120-L) is Internal Revenue Code section 6011 (P.L. 105-206, Title II, Sections 2001 through 2005). Also, the Schedule M-3 (Form 1120-L) has been developed at the request of the U.S. Department of the Treasury and IRS.
<b>Change in Burden:</b>	185,240 hours
<b>OMB Control Number:</b>	1545-0130
<b>Title:</b>	U.S. Income Tax Return for an S Corporation
<b>Purpose of the Collection:</b>	Form 1120S, Schedule D (Form 1120S), and Schedule K-1 (Form 1120S) are used by an S corporation to figure its tax liability, and income and other tax-related information to pass through to its shareholders. Schedule K-1 is used to report to shareholders their share of the corporation's income, deductions, credits, etc. IRS uses the information to determine the correct tax for the S corporation and its shareholders.
<b>Why Increase Occurred:</b>	The legal authority for Schedule M-3 (Forms 1120-PC, 1120, 1120-L, 1065, and 1120S) is Internal Revenue Code section 6011 (P.L. 105-206, Title II, Sections 2001 through 2005). Also, the Schedule M-3 (Forms 1120-PC, 1120, 1120-L, 1065, an 1120S) has been developed at the request of the U.S. Department of the Treasury and IRS.

<b>Change in Burden:</b>	2,270,100 hours
<b>OMB Control Number:</b>	1545-0908
<b>Title:</b>	Form 8282, Donee Information Return (Sale, Exchange or Other Disposition of Donated Property); Form 8283, Noncash Charitable Contributions
<b>Purpose of the Collection:</b>	Internal Revenue Code section 170(a)(1) and regulation section 1.170A-13(c) require donors of property valued over \$5,000 to file certain information with their tax return in order to receive the charitable contribution deduction. Form 8283 is used to report the required information. Code section 6050L requires donee organizations to file an information return with the IRS if they dispose of the property received within two years. Form 8282 is used for this purpose.
<b>Why Increase Occurred:</b>	Major changes to forms. An addition of 22 lines added to Form 8282 and 20 new lines added to Form 8283.
<b>Change in Burden:</b>	1,484,905 hours
<b>OMB Control Number:</b>	1545-1027
<b>Title:</b>	U.S. Property and Casualty Insurance Company Income Tax Return
<b>Purpose of the Collection:</b>	Property and casualty insurance companies are required to file an annual return of income and pay the tax due. The data is used to insure that companies have correctly reported income and paid the correct tax.
<b>Why Increase Occurred:</b>	New Schedule added.
<b>Change in Burden:</b>	185,800 hours
<b>OMB Control Number:</b>	1545-1420
<b>Title:</b>	Claim for Refund of Excise Taxes
<b>Purpose of the Collection:</b>	IRS rules allow for refunds of taxes (except income taxes) or refund, abatement, or credit of interest, penalties, and additions to tax in the event of errors or certain actions by IRS. Form 8849 is used by taxpayers to claim refunds of excise taxes.
<b>Why Increase Occurred:</b>	Form 8849 was revised, and Schedules 1, 2, 3, and 6 were all updated. IRS also added a new Schedule 8 to the form. Schedule 4 was deleted.
<b>Change in Burden:</b>	2,407,340 hours
<b>OMB Control Number:</b>	1545-1522
<b>Title:</b>	Revenue Procedure 2003-1 and Revenue Procedure 2003-3 26 CFR 601-.201 Rulings and Determination Letters
<b>Purpose of the Collection:</b>	The information requested in Revenue Procedure 2003-1 is required to enable the Internal Revenue Service to give advice on filing letter ruling and determination letter requests and to process such requests.
<b>Why Increase Occurred:</b>	Due to the addition of Rev. Proc. 2006-1 and Rev. Proc. 2006-3, burden hours have been updated which resulted in a program change increase.
<b>Change in Burden:</b>	207,920 hours
<b>OMB Control Number:</b>	1545-1629
<b>Title:</b>	Paid Preparer's Earned Income Credit Checklist
<b>Purpose of the Collection:</b>	Form 8867 helps preparers meet the due diligence requirements of Code section 6695(g), which was added by section 1085(a)(2) of the Taxpayer Relief Act of 1997. Paid preparers of Federal income tax returns or claims for refund involving the earned income credit (EIC) must meet the due diligence requirements in determining if the taxpayer is eligible for the EIC and the amount of the credit. Failure to do so could result in a \$100 penalty for each failure. Completion of Form 8867 is one of the due diligence requirements.
<b>Why Increase Occurred:</b>	Added 12 line items and .75 pages.
<b>Change in Burden:</b>	3,849,486 hours
<b>OMB Control Number:</b>	1545-2039
<b>Title:</b>	Claim for Refund of Federal Telephone Excise Tax

<b>Purpose of the Collection:</b>	Form 1040EZ-T was developed as a result of Notice 2006-50. The purpose of the form is to allow individuals that are not required to file an individual income tax return to claim a refund of the Federal telephone excise taxes paid.
<b>Why Increase Occurred:</b>	Form 1040EZ-T is a new form.
<b>Change in Burden:</b>	2,430,000 hours
<b>OMB Control Number:</b>	1545-2050
<b>Title:</b>	Interim Guidance Regarding Supporting Organizations and Donor Advised Funds
<b>Purpose of the Collection:</b>	This notice provides interim guidance regarding application of new or revised requirements under sections 1231 and 1241-1244 of the Pension Protection Act of 2006. It also provides interim relief from application of new excise taxes on private foundation grants to supporting organizations and on sponsoring organizations of donor advised funds.
<b>Why Increase Occurred:</b>	New collection.
<b>Change in Burden:</b>	612,294 hours
<b>OMB Control Number:</b>	1545-2052
<b>Title:</b>	U.S. Income Tax Return for Cooperative Associations.
<b>Purpose of the Collection:</b>	IRS Code section 1381 requires subchapter T cooperatives to file returns. Previously, farmers' cooperatives filed Form 990-C and other subchapter T cooperatives filed Form 1120. Cooperatives who filed their income tax returns on Form 1120 were considered to be late and penalties were assessed since they had not filed by the normal due date for Form 1120. Due to the assessment of the penalties, burden was placed on the taxpayer and on the IRS employees to resolve the issue
<b>Why Increase Occurred:</b>	Form 1120-C is a new information collection.
<b>Change in Burden:</b>	430,400 hours
<b>OMB Control Number:</b>	1545-2061
<b>Title:</b>	Reconciliation of Cost of Goods Sold Reported on Schedule M-3
<b>Purpose of the Collection:</b>	The Form 8916-A is a detailed schedule that reconciles the amount of the cost of goods sold reported on Schedule M-3 for the Form 1120, Form 1065, or 1120-S.
<b>Why Increase Occurred:</b>	This is a new form. Use Form 8916-A to provide a detailed schedule of the amount reported on Schedule M-3 for Form 1120, Form 1065, or 1120S for Cost of Goods Sold.
<b>Change in Burden:</b>	3,456,960 hours
<b>OMB Control Number:</b>	1545-2075
<b>Title:</b>	Form 13614-NR, Nonresident Alien Intake and Interview Sheet.
<b>Purpose of the Collection:</b>	The completed form is used by screeners, preparers, or others involved in the return preparation process to more accurately complete tax returns of International Students and Scholars. These persons need assistance having their returns prepared so they can fully comply with the law
<b>Why Increase Occurred:</b>	This is a new collection.
<b>Change in Burden:</b>	141,260 hours
<b><u>Environmental Protection Agency</u></b>	
<b>OMB Control Number:</b>	2040-0271
<b>Title:</b>	National Primary Drinking Water Regulations: Ground Water Rule
<b>Purpose of the Collection:</b>	The Ground Water Rule (GWR) requires data collection on the integrity of public ground water systems, the effectiveness of treatment where disinfection or other microbial control treatment is practiced, and the sensitivity to and presence of microbial contamination where microbial control treatment is not practiced.
<b>Why Increase Occurred:</b>	Several distinct types of data are being collected under the GWR, including sanitary survey data, compliance monitoring data, and microbial monitoring data.

<b>Change in Burden:</b>	EPA requires this information to carry out its monitoring and enforcement responsibilities under the Safe Drinking Water Act. 385,264 hours
<b>OMB Control Number:</b>	2060-0586
<b>Title:</b>	Energy Star Program in the Residential Sector
<b>Purpose of the Collection:</b>	This collection gathers information about the ENERGY STAR Program within the new home and existing home sectors. ENERGY STAR is a voluntary energy efficiency labeling program aimed at forming public-private partnerships for pollution prevention. The collection activities aid EPA in tracking and analyzing the market for energy efficient homes, which in turn allows EPA to design its ENERGY STAR outreach programs and public education materials to fit the needs of its program partners, as well as provide public recognition and market differentiation to participating organizations.
<b>Why Increase Occurred:</b>	This is a new information collection.
<b>Change in Burden:</b>	175,449 hours
<b>OMB Control Number:</b>	2060-0594
<b>Title:</b>	Final 0.075 ppm, 8-hour Ozone National Ambient Air Quality Standard (NAAQS)
<b>Purpose of the Collection:</b>	The collected information is used to assess the burden to State and local agencies to implement the 0.075 ppm 8-hour ozone NAAQS. Respondents submit attainment demonstrations, Reasonable Further Progress State Implementation Plans (SIP), and Reasonable Available Control Technology SIP. The States use these submissions to inform their citizenry, including potentially regulated entities. They also use this information and analysis to fulfill Federal obligations under Title I, Subpart D of the Clean Air Act and the 8-hour Ozone Implementation Rule.
<b>Why Increase Occurred:</b>	New collection.
<b>Change in Burden:</b>	285,333 hours
<b>OMB Control Number:</b>	2060-0595
<b>Title:</b>	NESHAP for Perchloroethylene Dry Cleaning Facilities
<b>Purpose of the Collection:</b>	In 2005, EPA reviewed the National Emission Standards for Hazardous Air Pollutants (NESHAP) for Perchloroethylene Dry Cleaning Facilities (40 CFR part 60, subpart M) and proposed to supplement the existing monitoring requirements with monthly leak detection using handheld instruments.
<b>Why Increase Occurred:</b>	This information collection assures compliance with the NESHAP.
<b>Change in Burden:</b>	241,212 hours
<b>OMB Control Number:</b>	2070-0143
<b>Title:</b>	Toxic Chemical Release Reporting, Alternate Threshold for Low Annual Reportable Amounts (Form A)
<b>Purpose of the Collection:</b>	Under the Emergency Planning and Community Right-to-Know Act (EPCRA) section 313 and section 6607 of the Pollution Prevention Act (PPA) of 1990, respondents submit information concerning toxic chemical releases into the air, land and water. If facilities subject to the Toxics Release Inventory (TRI) reporting requirements meet lower threshold requirements, they may use the Form A Certification Statement, which allows reporting of multiple chemicals per form, and the TRI Burden Reduction Rule (2006) allows limited use of the Form A for Persistent, Bioaccumulative, and Toxic chemicals. Collected data are made available through EPA's Envirofacts and Toxics Release Inventory Explorer databases.
<b>Why Increase Occurred:</b>	The TRI final rule to expand Form A eligibility provides overall burden reduction of approximately 123,404 hours based on a decrease in the Form R burden that outweighs the increase in the Form A burden (i.e., 402,298 hours of Form R burden reduction minus 279,495 hours of Form A burden increase).

**Change in Burden:** 279,496 hours

**Federal Energy Regulatory Commission**

**OMB Control Number:** 1902-0233

**Title:** Electric Rate Schedule Filings: Preventing Undue Discrimination and Preference in Transmission Service

**Purpose of the Collection:** The open access transmission tariff (OATT) helps ensure that transmission services are provided on a basis that is just, reasonable and not unduly discriminatory or preferential. In April 1996, FERC adopted Order No. 888, which required all public utilities that own, control or operate facilities used for transmitting electric energy in interstate commerce to file OATTs containing minimum terms and conditions of non-discriminatory service.

**Why Increase Occurred:** FERC adopted a number of posting and reporting requirements that will provide the Commission and market participants with information about each transmission provider's performance of pro forma OATT obligations. For example, the Commission requires transmission providers to post specific performance metrics related to their completion of studies required under the pro forma OATT. The Commission will continue to audit compliance with the pro forma OATT, and toward that end the final rule requires transmission information kept on OASIS to be retained for audit purposes for five years.

**Change in Burden:** 157,036 hours

**National Science Foundation**

**OMB Control Number:** 3145-0058

**Title:** National Science Foundation Proposal and Award Policies and Procedures Guide

**Purpose of the Collection:** NSF receives more than 40,000 proposals annually for new or renewal support for research in math/science/engineering education projects and makes approximately 10,500 new awards. The Foundation exercises its authority primarily by making merit-based grants and cooperative agreements and providing other forms of assistance to individual researchers and groups, in partnership with over 2800 colleges, universities and other institutions – public and private, state, local and Federal – throughout the United States.

**Why Increase Occurred:** NSF is seeking to revise its existing mechanism for issuance of proposal and award policies and procedures. Previously, these policies and procedures were contained in two separate issuances: the Grant Proposal Guide and the Grant Policy Manual. These documents were each separately maintained and issued with different effective dates and significant redundancies between the two documents. NSF has now collapsed these two documents into a new policy framework: the NSF Proposal and Award Policies and Procedures Manual.

Part I of this document will include NSF Proposal Preparation and Submission Guidelines, i.e., the Grant Proposal Guide (GPG), and Part II will include the NSF Award & Administration Manual (previously known as the GPM). This initial issuance of the NSF Proposal and Award Policies and Procedures Manual will be effective by January 2007. Future issuances of this Manual will be supplemented with additional documents, such as the NSF Grants.gov Application Guide.

**Change in Burden:** 1,950,833 hours

**Social Security Administration**

**OMB Control Number:** 0960-0622

**Title:** Request for Reconsideration

<b>Purpose of the Collection:</b>	The information collected on Form SSA-561-U2 is used by SSA to document and initiate the reconsideration process for determining eligibility or entitlement to Social Security benefits, Supplemental Security Income payments, Special Veterans Benefits, Medicare, and of initial determinations regarding Medicare Part B income-related premium subsidy reductions. The methods for filing a request for reconsideration are being expanded to include the Internet. If an individual receives a notice of denial of his/her disability claim and the notice provides the right to reconsideration, he/she will have the option of filing for the reconsideration over the Internet. The individual will complete the appropriate appeal screens and submit the appeal to SSA for processing. The respondents are individuals filing for reconsideration.
<b>Why Increase Occurred:</b>	The increase in the public reporting burden is due to the estimated increase in completion time for the new i561 (Internet version) as a part of the new iAppeals Program. The decrease in the public reporting burden for the paper SSA-561-U2 is due to SSA's anticipation that half of our current respondents will switch to the new iAppeals Internet version (i561) after implementation of the new program.
<b>Change in Burden:</b>	146,171 hours
<b>OMB Control Number:</b>	0960-0635
<b>Title:</b>	Function Report - Adult Third Party
<b>Purpose of the Collection:</b>	The information collected on the SSA-3380-BK is needed to make determinations on SSI and SSDI disability claims. This information is necessary for case development and adjudication, and is used by State Disability Determination Services evaluators as an evidentiary source used in the disability evaluation process. The respondents are third parties familiar with the functional limitations (or lack thereof) of claimants who apply for Social Security benefits and Supplemental Security Income disability payments.
<b>Why Increase Occurred:</b>	We have doubled the estimated burden hours due to the receipt of public comments over the past three years which stated that 30 minutes (our previous estimate of completion time) was not sufficient time to complete the form. SSA has received no public comments due to the publication of the Federal Register Notices listed above. SSA is also revising the form to collect information about the functional effects of a claimant's illnesses, injuries, or conditions related to symptoms on their activities and abilities.
<b>Change in Burden:</b>	250,000 hours
<b>OMB Control Number:</b>	0960-0681
<b>Title:</b>	Function Report - Adult
<b>Purpose of the Collection:</b>	Form SSA-3373-BK is used to collect information about a disability applicant's or recipient's impairment-related limitations and ability to function. This information, together with medical evidence, forms the evidentiary basis upon which the initial disability process is founded. The respondents are Title II and Title XVI applicants (or current recipients undergoing redeterminations for) disability benefits.
<b>Why Increase Occurred:</b>	The increase in response time and resulting total burden is due to 1) complaints SSA received that its original estimate was too low and 2) the fact that SSA has added a number of new questions to this form.
<b>Change in Burden:</b>	1,001,342 hours



## Appendix B. Paperwork Reduction Act Compliance

### Violations Arising in FY 2007 Due to Lapse of OMB Approval<sup>9</sup>

OMB#	Title	Expiration Date	Reinstatement
<b>Department of Energy</b>			
1910-1400	Compliance Statement Energy/Water Conservation Standards for Appliances	04/30/2007	9/27/2007
1905-0194	Voluntary Reporting of Greenhouse Gases	3/31/2007	7/13/2007
<b>Department of Justice</b>			
1121-0234	Requirements Data Collection Application for the Juvenile Accountability Incentive Block Grants Program	8/31/2007	1/18/2008
<b>Department of Transportation</b>			
2120-0662	Laser Operations in the Navigable Airspace	11/30/2006	
2127-0599	Advanced Air Bag Phase-in Reporting Requirements	01/31/2007	04/10/2007
2130-0525	Certification of Glazing Materials	11/30/2006	01/05/2007
2132-0540	Title VI as it Applies to FTA Grant Programs	01/31/2007	
2132-0542	Nondiscrimination as it Applies to FTA Grant Programs	01/31/2007	
2132-0546	49 USC 5312(a) Transit Research, Development, Demonstration and Training Projects	01/31/2007	
2132-0550	Bus Testing Program	01/31/2007	
<b>Small Business Administration</b>			
3245-0024	ProNet	03/31/2007	02/26/2008
<b>Social Security Administration</b>			
0960-0687	Youth Transition Demonstration Project	11/31/2010	N/A <sup>10</sup>
<b>Department of Health and Human Services</b>			
0938-0358	Psychiatric Unit Criteria Work Sheet, Rehabilitation Unit Criteria Work Sheet and Rehabilitation Hospital Criteria Work Sheet, and Supporting Regulations at 42 CFR 488.26	3/31/2007	2/22/2008
0938-0365	Home Health Medicare Conditions of Participation (CoP) Information Collection Requirements as outlined in Regulations -- 42 CFR 484.10, 484.12, 484.14, 484.16,....	5/31/2007	1/17/2008
0938-0989	Individuals Authorized Access to the CMS Computer Services	6/30/2007	2/1/2008

<sup>9</sup>In preparing this year's ICB, OMB learned of a PRA violation that occurred before FY 2007. The Department of Agriculture's information collection for the Federal-State Marketing Improvement Program had been previously approved under OMB Control Number 0505-0008. This approval expired on November 30, 1998, when the information collection imposed a burden of 309,750 hours. The Department continued to use this collection in violation of the PRA until it was approved under OMB Control Number 0581-0240, on November 29, 2006. OMB is including this information collection in its listing of existing collections in use without OMB approval.

<sup>10</sup>OMB cited this as a violation on 10/03/07 due to changes SSA made midway through the study without first seeking OMB re-approval.

**Existing Collections in Use Without OMB Approval**

**Agency:** Environmental Protection Agency  
**Title:** Procedures for Implementing NEPA  
**OMB Control Number:** 2020-0033  
**Date of Approval:** 11/15/2006  
**How Discovered:** During the process of revising the procedures for implementing NEPA, the agency became aware that an existing ICR was not in place to cover applicant-proposed projects.

**Agency:** Environmental Protection Agency  
**Title:** Procedures for Implementing NEPA  
**OMB Control Number:** 2020-0033  
**Date of Approval:** 11/15/2006  
**How Discovered:** During the process of revising the procedures for implementing NEPA, the agency became aware that an existing ICR was not in place to cover applicant-proposed projects.

**Agency:** Department of Agriculture  
**Title:** 4-H Enrollment Report  
**OMB Control Number:** 0524-0045  
**Date of Approval:** 5/21/2007  
**How Discovered:** This collection was discovered as part of an information collection inventory that was conducted when the Chief Information Officer assumed responsibilities for the Paperwork Reduction Act.

**Agency:** Department of Agriculture  
**Title:** Federal-State Marketing Improvement Program (FSMIP)  
**OMB Control Number:** 0581-0240  
**Date of Approval:** 11/29/2006  
**How Discovered:** Department-wide grants were previously approved under 0505-0008. Through the submission of two new grant programs, and due to new personnel in positions responsible for the collection packages, it was discovered that OMB's approval for 0505-0008 had expired and the collection of FSMIP information no longer had OMB approval.

**Agency:** Department of Agriculture  
**Title:** Application for Return of Exported Products  
**OMB Control Number:** 0583-0138  
**Date of Approval:** 12/29/2006  
**How Discovered:** This collection was discovered when the form was put into an electronic format by the agency.

**Agency:** Department of Agriculture  
**Title:** Electronic Animal Disease Reporting System  
**OMB Control Number:** 0583-0139

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<b>Date of Approval:</b>	2/6/2007
<b>How Discovered:</b>	This collection was discovered when a new electronic portal for collecting data was developed.
<b>Agency:</b>	Department of Health and Human Services
<b>Title:</b>	Cosmetic Labeling Regulations
<b>OMB Control Number:</b>	0910-0599
<b>Date of Approval:</b>	5/4/2007
<b>How Discovered:</b>	Staff discovered that data was already being collected when the program arranged for a consultation of a proposed project.
<b>Agency:</b>	Department of Health and Human Services
<b>Title:</b>	Advanced Education Nursing Traineeship (AENT) and Nurse Anesthetist Traineeship (NAT)
<b>OMB Control Number:</b>	0915-0305
<b>Date of Approval:</b>	3/26/2007
<b>How Discovered:</b>	During the process of transitioning from the use of a paper form to an electronic format, the program was informed that this activity required OMB review and approval.
<b>Agency:</b>	Department of Homeland Security
<b>Title:</b>	Chemical Security Assessment Tool (CSAT)
<b>OMB Control Number:</b>	1670-0007
<b>Date of Approval:</b>	6/6/2007
<b>How Discovered:</b>	OMB became aware of this violation during the review of the associated rulemaking.
<b>Agency:</b>	Department of Justice
<b>Title:</b>	Survey of State Criminal History Information Systems
<b>OMB Control Number:</b>	1121-0312
<b>Date of Approval:</b>	5/3/2007
<b>How Discovered:</b>	It was discovered during a routine inventory that this data collection was not in compliance with the Paperwork Reduction Act.
<b>Agency:</b>	Department of Justice
<b>Title:</b>	Firearms Inquiry Statistics (FIST) Program
<b>OMB Control Number:</b>	1121-0314
<b>Date of Approval:</b>	6/5/2007
<b>How Discovered:</b>	It was discovered during a routine inventory that this data collection was not in compliance with the Paperwork Reduction Act.
<b>Agency:</b>	Department of the Treasury
<b>Title:</b>	Application, Permit and Report - Wine and Beer (Puerto Rico) - Application, Permit and Report - Distilled Spirits Products (Puerto Rico)
<b>OMB Control Number:</b>	1513-0123
<b>Date of Approval:</b>	1/12/2007

**How Discovered:** They were discovered during an audit of forms in use without OMB approval.

**Agency:** Department of the Treasury

**Title:** Distilled Spirits Bond

**OMB Control Number:** 1513-0125

**Date of Approval:** 7/8/2007

**How Discovered:** They were discovered during an audit of forms in use without OMB approval.

**Agency:** Department of Veterans Affairs

**Title:** Application for Reimbursement of Licensing or Certification Test Fees; 38 CFR 21.1030(b), 21.7140(c)(4)

**OMB Control Number:** 2900-0695

**Date of Approval:** 3/22/2007

**How Discovered:** The violations were discovered while processing a regulation.

**Agency:** Department of Veterans Affairs

**Title:** Availability of Educational, Licensing, and Certification Records; 38 CFR 21.4209

**OMB Control Number:** 2900-0696

**Date of Approval:** 3/22/2007

**How Discovered:** The violations were discovered while processing a regulation.

**Agency:** Department of Veterans Affairs

**Title:** Application for Approval of a Licensing or Certification Test and Organization or Entity; 38 CFR 21.4268

**OMB Control Number:** 2900-0697

**Date of Approval:** 3/22/2007

**How Discovered:** The violations were discovered while processing a regulation.

**Agency:** Department of Veterans Affairs

**Title:** Application for Educational Assistance to Supplement Tuition Assistance; 38 CFR 21.1030(c) and 21.7140(c)(5)

**OMB Control Number:** 2900-0698

**Date of Approval:** 3/22/2007

**How Discovered:** The violations were discovered while processing a regulation.

**Agency:** Social Security Administration

**Title:** Statement of Reclamation Action

**OMB Control Number:** 0960-0734

**Date of Approval:** 11/01/2006

**How Discovered:** SSA discovered in April 2006 during routine forms review process.

**Agency:** Social Security Administration

**Title:** Continuing Education Information Collection under Non-Attorney Demonstration Project

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<b>OMB Control Number:</b>	0960-0737
<b>Date of Approval:</b>	05/22/2007
<b>How Discovered:</b>	SSA discovered in September 2006 during discussions with an SSA component on a related information collection.
<b>Agency:</b>	Social Security Administration
<b>Title:</b>	Request for Reinstatement (Title II)
<b>OMB Control Number:</b>	0960-0742
<b>Date of Approval:</b>	5/18/2007
<b>How Discovered:</b>	SSA discovered in July 2006 during a routine forms review process.
<b>Agency:</b>	Social Security Administration
<b>Title:</b>	Request for Reinstatement (Title XVI)
<b>OMB Control Number:</b>	0960-0744
<b>Date of Approval:</b>	05/18/2007
<b>How Discovered:</b>	SSA discovered in July 2006 during a routine forms review process.
<b>Agency:</b>	Social Security Administration
<b>Title:</b>	Prisoner Matching Agreements
<b>OMB Control Number:</b>	0960-0749
<b>Date of Approval:</b>	09/04/2007
<b>How Discovered:</b>	SSA discovered in July 2006 during routine discussions with an SSA component.
<b>Agency:</b>	Social Security Administration
<b>Title:</b>	Fugitive Felon Computer Matching Agreements
<b>OMB Control Number:</b>	0960-0750
<b>Date of Approval:</b>	09/04/2007
<b>How Discovered:</b>	SSA discovered in July 2006 during routine discussions with an SSA component.
<b>Agency:</b>	Social Security Administration
<b>Title:</b>	Treating Physician Consultative Examination Interest Form
<b>OMB Control Number:</b>	0960-0751
<b>Date of Approval:</b>	09/14/2007
<b>How Discovered:</b>	SSA discovered in December 2006 during routine discussions with an SSA component.
<b>Agency:</b>	Social Security Administration
<b>Title:</b>	Claimant Travel Reimbursement Request
<b>OMB Control Number:</b>	0960-0752
<b>Date of Approval:</b>	09/20/2007
<b>How Discovered:</b>	SSA discovered in December 2006 during routine discussions with an SSA component.

### **About OIRA**

The Paperwork Reduction Act of 1980 (Pub. L. No. 96-511) and its successor, the Paperwork Reduction Act of 1995 (Pub. L. No. 104-13), established the Office of Information and Regulatory Affairs (OIRA) in the Office of Management and Budget to oversee agency information resources management, information collection, and use of information technology. Under this authority, OIRA develops policies and guidelines to promote the management, dissemination, privacy, and security of government information and coordinates Federal statistical policies and resources. OIRA is also responsible for the review of agency rulemaking activity under Executive Order 12866. The Administrator of OIRA is appointed by the President and confirmed by the Senate.

Principal contributors to this report were Alex Hunt, Chandana Achanta, Nicholas Fraser, Michael Johnson, and Nancy Bushi. If you have questions about any of the information collections discussed in this report, please visit our website at [www.RegInfo.gov](http://www.RegInfo.gov). Additionally, OIRA's Records Management Center is open to the public by appointment. Call, write, or fax to arrange an appointment:

OIRA Records Management Center  
Office of Management and Budget  
New Executive Office Building, Room 10102  
Washington, DC 20503  
Phone: (202) 395-6880  
Fax: (202) 395-5806

Please include the OMB numbers of the collections about which you inquire.