

April 4, 2011

## DRAFT SUMMARY OF INFORMATION COLLECTION REQUEST

Title: Grant and Cooperative Agreement Provisions

Current Burden/Responses: 3,381 hours (3,153 Reporting + 228 Recordkeeping)  
458 responses (318 responses + 140 Recordkeepers)

Proposed Burden/Responses: 8,077 hours (7,540 Reporting + 537 Recordkeeping)  
1,064 Responses (714 Responses + 350 Recordkeepers)

Frequency of Response: Technical performance reports are required every six months; other information is submitted on occasion, as needed

Number of Respondents: 350

Reasons for Changes in Burden/Responses:

The overall burden (reporting and recordkeeping) has increased by 4,696 hours, from 3,381 hours to 8,077 hours. This change is due to the following:

1. The total number of grant/cooperative agreement respondents increased from 140 respondents to 350 respondents due to an increase in the number of active financial assistance awards. As a result, the number of respondents (recipients) required to submit Program Technical Performance reports have increased from 140 to 350.
2. Reporting Program Technical Performance is required biannually, resulting in an increase in the total number of responses from 280 (140 respondents reporting 2 times per year) to 700 (350 respondents reporting 2 times per year).
3. The number of burden hours for reporting Changes in Principal Investigator or Technical Objectives increased from 10 hours to 100 hours, and burden hours for foreign travel approval increased from 5 to 20 burden hours.

As a result of the above changes, the total number of burden hours for **reporting** increased by a total of 4,387 hours. The specific changes (increases and decreases in burden hours) are as follows:

- The burden for *Reporting Program Technical Performance* increased from 2,968 hours (140 respondents x 2 annual responses x 10.6 burden hours) to 7,420 hours (350 respondents x 2 annual responses x 10.6 burden hours), an increase of 4,452 hours.

- Reporting *Changes in Principal Investigator or Technical Objectives* increased from 10 hours (1 respondent x 1 response x 10 burden hours) to 100 hours (10 respondents x 1 response x 10 burden hours), an increase of 90 burden hours.
- The reporting burden for foreign travel increased from 5 hours (1 respondent x 1 response x 5 burden hours) to 20 hours, (4 respondents x 1 response x 5 burden hours), an increase in 15 burden hours.
- Procurement Standards burden hours decreased from 90 hours (30 respondents x 1 response x 3 burden hours) to 0 hours, a decrease of 90 burden hours as no recipients were affected by this provision.
- The burden hours for all other categories as shown on Table 1 (Dispute Review Procedure, Patent Rights, Reporting of Royalties, Notice and Assistance Regarding Patent and Copyright Infringement and Suspension or Termination for Cause and Termination for Convenience) decreased by a total of 80 hours as no recipients were affected by these provisions.

In addition, the total number of **recordkeeping** hours increased from 228 hours to 537 hours, an increase of 309 hours.

There also has been an increase in cost due to the increase in the NRC's standard fee recoverable rate for materials licensees from \$238 per hour to \$259 per hour.

Finally, the burdens associated with the requirements that are submitted on the Standard Forms (below) are not included in this collection. The burden for these requirements is covered under other OMB clearances.

<b>Standard Form #</b>	<b>Title</b>	<b>OMB clearance #</b>	<b>Burden per form</b>
SF 424	Application for Federal Financial Assistance	4040-0004	60 minutes
SF 424A	Budget Information	4040-0006	180 minutes
SF 424B	Assurances	4040-0007	15 minutes
SF LLL	Disclosure of Lobbying Activities	0348-0046	10 minutes
<b>TOTAL</b>			<b>265 minutes (4.4 hours)</b>

Level of Concurrence: Director, Division of Contracts  
Office of Administration

Recordkeeping Requirements in Accordance with the Retention Periods for Records/Rule:

The NRC has determined that the quantity of records to be maintained is roughly proportional to the recordkeeping burden and, therefore, can be used to calculate approximate records storage costs. Based on the number of pages maintained for a typical clearance, the records storage cost has been determined to be equal to 0.0004 times the recordkeeping burden cost. Because

the recordkeeping burden is estimated to be 537 hours, the storage cost for this clearance is \$56 (537 hours x 0.0004 x \$259/hour).

Effort to Identify Duplication and to Use Similar Information:

No sources of similar information are available. There is no duplication of requirements. NRC has in place an ongoing program to examine all information collections with the goal of eliminating all duplication and/or unnecessary information collections. These provisions are not used in any other legal instrument for agency use other than for grants and cooperative agreements.

Abstract:

The Division of Contracts is responsible for awarding grants and cooperative agreements (financial assistance) for the NRC. The Division of Contracts collects information from assistance recipients in accordance with grant and cooperative agreement provisions in order to administer NRC's financial assistance program. The information collected under the provisions ensures that the Government's rights are protected, the agency adheres to public laws, the work proceeds on schedule, and that disputes between the Government and the recipient are settled.