

## **Supporting Statement for Information Collection Request**

**Title:** GGRF Accomplishment Reporting

**EPA ICR #:** 2783.01

**OMB Control #:** 2090-NEW

**Docket ID #:** EPA-HQ-OA-2023-0393

### **1. Need and Authority for the Collection**

This is a new Information Collection Request (ICR). This ICR covers the collection of information from those organizations that receive grants funding from the Environmental Protection Agency (EPA) under the authority of Section 134 of the Clean Air Act (CAA). CAA 134 was enacted as part of the Inflation Reduction Act (IRA) and authorizes EPA to make competitive grants to States, municipalities, Tribal governments, and eligible non-profit recipients to implement the Greenhouse Gas Reduction Fund (GGRF). GGRF is a historic \$27 billion investment to combat the climate crisis by mobilizing financing and private capital for greenhouse gas- and air pollution-reducing projects in communities across the country. CAA 134 requires that EPA obligate the \$27 billion in grant funding by September 30, 2024. EPA anticipates awarding grants and/or cooperative agreements depending on the level of federal involvement.

Through the GGRF program, EPA is conducting three competitions. This ICR covers the collection of information under awards for all three competitions, described below:

- The \$14 billion **National Clean Investment Fund (NCIF)** competition will finance clean technology deployment nationally. Specifically, it will provide grants to 2–3 national non-profit financing entities to create national clean financing institutions capable of partnering with the private sector to provide accessible, affordable financing for tens of thousands of clean technology projects nationwide.

Grantees will invest in projects, activities, and technologies that reduce emissions of greenhouse gases and other air pollutants that harm communities and contribute to climate change. Qualified projects under NCIF exist in every sector of the economy, including Electricity, Transportation, Buildings, Industry, and Agriculture and Lands. Three priority project categories are distributed energy generation and storage, net zero-emissions buildings, and zero-emissions transportation. Projects will also be deployed by diverse segments of the population- consumers, small businesses, low-income and disadvantaged community-led businesses, Native American-owned

businesses, women-owned businesses, and community/locally-owned businesses—and in geographically diverse communities, including rural communities, Tribal communities, and low-income and disadvantaged communities, including those that are also communities with environmental justice concerns, energy communities, and persistent poverty counties.

- The \$6 billion **Clean Communities Investment Accelerator (CCIA)** competition will finance clean technology deployment in low-income and disadvantaged communities while simultaneously building the capacity of community lenders that serve those communities. Specifically, it will provide grants to 2–7 hub non-profit entities that will provide funding and technical assistance to “community lenders”, which include public, quasi-public, not-for-profit, and non-profit entities that provide financial assistance to qualified projects at the state, local, territorial or Tribal level or in the District of Columbia, including community- and low-income focused lenders and capital providers. The CCIA supports the goal that every community in the country has access to the capital they need to deploy clean technology projects in their homes, small businesses, schools, and community institutions.

Qualified projects under CCIA must fall within three priority project categories: distributed energy generation and storage, net-zero emissions buildings, and zero-emissions transportation. They must also be in a low-income and disadvantaged community.

- The \$7 billion **Solar for All (SFA)** competition will spur adoption of clean distributed solar energy that lowers energy bills for millions of Americans in low-income and disadvantaged communities. Specifically, it will provide up to 60 grants to states, territories, Tribal governments, municipalities, and eligible non-profit entities to expand the number of low-income and disadvantaged communities primed for distributed solar investment—enabling millions of low-income households to access affordable, resilient, and clean solar energy.

SFA grantees will provide subsidies and other financial assistance to residential rooftop and residential-serving community solar projects in and benefiting low-income and disadvantaged communities in addition to project deployment technical assistance such as workforce development, community outreach, and other project-deployment support (e.g., interconnection technical assistance, siting and permitting support) to help overcome barriers to solar deployment.

With this ICR, EPA seeks authorization to collect information from GGRF grant recipients (Recipients) and grant subrecipients using several standardized forms that will streamline the data collection effort and improve the quality of information collected.

The information collected under this ICR supplements the minimum reporting and record keeping requirements that Recipients are subject to under 2 CFR Part 200 and 2 CFR Part 1500 that are covered under OMB Control Number 2030-0020, EPA’s collection for *General Administrative Requirements for Assistance Agreements*. EPA estimates that all parties who voluntarily respond to this information collection by electing to participate in the GGRF program have determined that the expected benefits of participation outweigh any burden associated with preparing the response.

## **2. Practical Utility and Users of the Information**

While the EPA collects basic grant Recipient information as part of its federal stewardship responsibilities to manage and oversee Recipient activities and expenditures, EPA requires additional information from Recipients to be reported in a consistent manner to evaluate the effectiveness of the GGRF program and to report on program activities and accomplishments to Congress and other program stakeholders. EPA will use the information collected from Recipients to oversee the activities carried out using GGRF funds, to evaluate program implementation and effectiveness, and to meet the EPA's responsibilities under the Government Performance and Results Act to report on GGRF program accomplishments. The information collected will be used to ensure compliance with grant terms and conditions and statutory requirements specified in CAA 134. Without the information collection, EPA would have limited access to information needed to effectively assess the relationship between those activities funded by the GGRF grants and the intent of Congress with the passage of the Inflation Reduction Act. Finally, the information collected will be used for external reporting to GGRF stakeholders on program implementation and effectiveness.

In accordance with 2 CFR § 200.329, each grantee will be subject to program performance reporting requirements. EPA will use information from these reports as part of program-wide public reporting as well as in response to Freedom of Information Act (FOIA) requests, except to the extent such information includes confidential business information (CBI) or personally identifiable information (PII) pursuant to 2 CFR § 200.338.<sup>1</sup> Note that EPA will primarily collect reporting information from each Recipient (rather than from any subrecipients), but each Recipient will need to collect reporting information from subrecipients in order to meet these reporting requirements. Specifically, EPA will request that Recipients collect transaction level, project level, organizational level, and outcome data from subrecipients. Recipients will submit reporting information electronically to EPA in Excel or Word files by email or upload to a website.

EPA will collect data from recipients and subrecipients through a number of data collection instruments:

- 1) **Quarterly Performance Reports:** Written reports narrating qualitative program performance. Recipients are required to submit these narrative reports electronically to EPA within 30 calendar day after the quarterly reporting period ends. These reports may include information in the following areas:
  - a. Summary of key activities completed over reporting period as well as outputs and outcomes achieved over reporting period.
  - b. Plans for key activities (including current transaction pipeline) to be completed as well as outputs and outcomes to be achieved in the next reporting period.
  - c. A description of the amount of program income held and details on how the program income is being managed and the interest earned.
  - d. Other pertinent information, including information specific to each competition.

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<sup>1</sup> Information claimed as CBI in accordance with this Notice will be disclosed only to the extent, and by means of the procedures, set forth in 40 C.F.R. Part 2, Subpart B.

- e. Once a year, Recipients should include information on program evaluation and other evidence-building activities (e.g., written summary, links to reports) and certify that activities are in accordance with EPA Order 1000.33: U.S. EPA Policy for Evaluations and Other Evidence-Building Activities.<sup>2</sup>
- 2) **Final Narrative Reports:** Written reports narrating qualitative program performance. These reports will include a summary of outputs and outcomes over the period of performance and methodologies, inputs, and assumptions as well as any third-party validation, verification, and/or assurance used to track and report on outputs and outcomes.
- 3) **Transaction forms:** Metrics and information collected for individual transactions conducted under the three grant programs, including:
- Transaction identifiers (E.g., ID\_GGRF program, grantee info, etc.)
  - Financial assistance provider (E.g., organization name, UEI, etc.)
  - Financial Assistance Information (E.g., type/subtype, characteristics by subtype, date, amount, status, etc.)
  - Counterparty/Recipient (E.g., Type/subtype, characteristics by subtype. Etc)
  - Other pertinent information, including information specific to each competition.
- 4) **Project forms:** Metrics and information collected for individual projects, including:
- Project Characteristics (E.g., type/subtype, characteristics by subtype, location, community type, etc)
  - Project Benefits (E.g., GHG and air pollution reductions, equity/community benefits, market transformation benefits)
  - Other pertinent information, including information specific to each competition.
- 5) **Quarterly grant metric forms:** Quarterly information at the grant level on budget, program income, and other metrics not tied to specific transactions or projects, including:
- Portfolio Overviews of capital available, committed and deployed in the reporting period and to date.
  - Operational Summaries of the share of financial assistance and technical assistance investment in low-income and disadvantaged communities in the reporting period and to date.
  - Other pertinent information, including information specific to each competition.
- 6) **Quality Assurance Plans:** Quality Assurance (QA) plans will cover the following topics: the governance structure for quality assurance at the organizational level; what question is being asked; how data will be collected; how data will be analyzed; how data will be determined “of sufficient quality” (i.e., “good enough”) to answer the question; and who is responsible for each task. This ICR seeks authorization for collection of quality assurance plans. This includes two components: a Quality Management Plan (QMP) and a Quality Assurance worksheet (Excel spreadsheet). The QMP describes internal quality procedures, criteria for and areas of application, and roles, responsibilities, and authorities. The Quality Assurance worksheet collects information on the four Group Elements in the Agency’s Quality Assurance Project Plan (QAPP):
- Group A: Project management and information/data quality objectives
  - Group B: Implementation of environmental information operations
  - Group C: Assessment and oversight

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<sup>2</sup> Program evaluation and other evidence-building activities will be conducted pursuant to the Paperwork Reduction Act (PRA).

- Group D: Environmental information review and usability determination
- 7) **Organizational Disclosures:** EPA will collect organizational information through a disclosure form that will list the documents and information organizations need to submit, which may include:
- a. Management’s discussion and analysis of financial condition and results of operations;
  - b. Scope 1 and 2 emissions; relevant categories of Scope 3 emissions;
  - c. Executive and board compensation disclosures;
  - d. Additional board disclosures (e.g., board meeting records); and
  - e. Other pertinent information, including information specific to each competition.

In addition, EPA will require each Recipient under the National Clean Investment Fund and Clean Communities Investment Accelerator to:

- Provide timely disclosure of the Recipient’s events including, for example, completion of acquisition or disposition of assets; material impairments; changes in certifying accountants; non-reliance on previously issued financial statements; election, appointment, or departure of directors or management; and new contractor or subrecipient contracts substantially related to program execution; and
- Respond to reasonable requests from EPA, from time to time, pursuant to 2 CFR § 200.337(a), for information regarding the Recipient’s operations, business affairs, plans, financial condition and projections, and compliance with the terms of the award agreement to the extent that this information is pertinent to the EPA financial assistance award.

### **3. Use of Technology**

EPA will provide additional information to assist Recipients with compliance against financial and program performance reporting requirements.

EPA will allow Recipients to charge the grant awards for costs that support data reporting to ensure that respondents with limited resources are able to comply with reporting requirements without undue burden.

### **4. Non-duplication**

There is no other known source for the scope of information that EPA seeks under this ICR. Moreover, this ICR supplements, and does not duplicate, the information that EPA collects as part of its reporting and record keeping provisions under the EPA’s grant requirements. This ICR addresses the burden imposed on Recipients and EPA associated with the reporting requirements that are unique to grants awarded by EPA under authority of GGRF competitions.

### **5. Minimizing Burden on Small Entities**

This information collection request is expected to affect Recipients and subrecipients of GGRF funding. EPA has considered whether to establish different reporting requirements for small entities and has determined that: (1) different reporting requirements among Recipients will result in inconsistent data that may lessen the EPA’s ability to oversee and report on program

activities and accomplishments; (2) the GGRF program is voluntary and parties who elect to participate in this program have determined that the expected benefits of participation outweigh any burden associated with preparing the response.

## **6. Consequences of Less Frequent Collection**

The information collection schedule is consistent with the Agency's reporting schedule for general assistance agreements. Less frequent collection may not enable EPA to oversee and manage GGRF grants effectively and would lessen GGRF's ability to report up-to-date and accurate information on program activities and accomplishments.

## **7. General Guidelines**

In general, the information collection requirements covered by this ICR adhere to the guidelines stated in the 1995 Paperwork Reduction Act as amended, OMB's implementing regulations, EPA's Information Collection Review Handbook, and other applicable OMB guidance. This ICR does not exceed any of the OMB guidelines found 5 CFR 1320.5(d)(2).

## **8. Public Comment and Consultation**

Pursuant to section 3506(c)(2)(A) of the PRA, EPA is publishing a notice in the *Federal Register* soliciting comments and information to enable it to: (i) evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the Agency, including whether the information will have practical utility; (ii) evaluate the accuracy of the Agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used; (iii) enhance the quality, utility, and clarity of the information to be collected; and (iv) minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses. EPA will consider the comments received and amend the ICR as appropriate. The final ICR package will then be submitted to OMB for review and approval. At that time, EPA will issue another *Federal Register* notice to announce the submission of the ICR to OMB and the opportunity to submit additional comments to OMB.

Consultation with staff from other Federal agencies with similar reporting requirements will be undertaken. EPA will also directly consult with applicants to ask them specific questions about the burden associated with completing the data collection covered in this ICR. Recipient responses will form the basis of EPA's calculations of the burden hours and costs.

These consultations will include discussions concerning potential response problems, clarity of questions and instructions, and other aspects of respondent burden. Additional efforts to consult with potential respondents to obtain their views on the availability of data, clarity of instructions, etc., may be undertaken in finalizing reporting systems.

## **9. Payments or Gifts to Recipients**

No payment or gift is given to Recipients.

## **10. Provisions for Protection of Information**

EPA will use information from these reports as part of program-wide public reporting, except to the extent such information includes CBI or PII pursuant to 2 CFR § 200.338. Information claimed as CBI in accordance with this Notice will be disclosed only to the extent, and by means of the procedures, set forth in 40 CFR Part 2, Subpart B.

## **11. Questions of Sensitive Nature**

Sensitive questions are not associated with the information collection activities.

## **12. Estimate of Respondent Burden Hours and Labor Costs**

Average Annual Time Burden = 717,130 hours

Average Annual Labor Cost = \$15,593,385

Recipients of financial assistance programs incur a burden in the process of preparing, completing, and submitting performance information via the instruments below. EPA has used its best professional judgement to develop *preliminary estimates* of burden hours and costs for each instrument, as presented in Tables 1 through 3:

**Table 1: Preliminary Estimates of Burden Hours and Costs – NCIF Respondents**

| Activity   | Respondent Category | 1. Burden per Response (Hours) | 2. Labor Cost per Response (Dollars) | 3. Number of responses (3 years) | 4. Total Burden Hours (3 years) | 5. Total Labor Cost (3 years) |
|--|---------------------|--------------------------------|--------------------------------------|----------------------------------|---------------------------------|-------------------------------|
| 1. Prepare, Complete, and Submit Quarterly Performance Reports     | Recipients          | 4                              | \$209                                | 36                               | 144                             | \$30,124.80                   |
|  | Subrecipients       | 2                              | \$105                                | 360                              | 720                             | \$75,312.00                   |
| 2. Prepare, Complete, and Submit Final Performance Reports         | Recipients          | 4                              | \$209                                | 3                                | 12                              | \$2,510.40                    |
|  | Subrecipients       | 2                              | \$105                                | 30                               | 60                              | \$6,276.00                    |
| 3. Prepare, Complete, and Submit Transaction Forms                 | Recipients          | 1                              | \$52                                 | 9                                | 9                               | \$470.70                      |
|  | Subrecipients       | 2                              | \$105                                | 90                               | 180                             | \$18,828.00                   |
| 4. Prepare, Complete, and Submit Project Forms                     | Recipients          | 1                              | \$52                                 | 9                                | 9                               | \$470.70                      |
|  | Subrecipients       | 2                              | \$105                                | 21,428                           | 42,856                          | \$4,482,737.60                |
| 5. Prepare, Complete, and Submit Additional Quarterly metric forms | Recipients          | 2                              | \$105                                | 36                               | 72                              | \$7,531.20                    |
|  | Subrecipients       | 0                              | \$0                                  | -                                | -                               | -                             |
| 6. Prepare, Complete and Submit Quality Assurance Plans            | Recipients          | 4                              | \$209                                | 3                                | 12                              | \$2,510.40                    |
|  | Subrecipients       | 4                              | \$209                                | 30                               | 120                             | \$25,104.00                   |
| 7. Prepare, Complete, and Submit Organizational                    | Recipients          | 6                              | \$314                                | 9                                | 54                              | \$16,945.20                   |
|  | Subrecipients       | 6                              | \$314                                | 90                               | 540                             | \$169,452.00                  |



|                               |  |  |  |  |          |                |
|-------------------------------|--|--|--|--|----------|----------------|
| tional disclosures:           |  |  |  |  |          |                |
| 8. TOTALS for all three years |  |  |  |  | 44,788.0 | \$4,838,273.00 |
| 9. ANNUALIZED TOTALS per year |  |  |  |  | 14,929.3 | \$1,612,757.67 |

| Activity   | Respondent Category | 1. Burden per Response (Hours) | 2. Labor Cost per Response (Dollars) | 3. Number of responses (3 years) | 4. Total Burden Hours (3 years) | 5. Total Labor Cost (3 years) |
|--|---------------------|--------------------------------|--------------------------------------|----------------------------------|---------------------------------|-------------------------------|
| 1. Prepare, Complete, and Submit Quarterly Performance Reports     | Recipients          | 4                              | \$209                                | 84                               | 336                             | \$70,291.20                   |
|  | Subrecipients       | 2                              | \$105                                | 6,000                            | 12,000                          | \$1,255,200.00                |
| 2. Prepare, Complete, and Submit Final Performance Reports         | Recipients          | 4                              | \$209                                | 7                                | 28                              | \$5,857.60                    |
|  | Subrecipients       | 2                              | \$105                                | 30                               | 60                              | \$6,276.00                    |
| 3. Prepare, Complete, and Submit Transaction Forms                 | Recipients          | 1                              | \$52                                 | 7                                | 7                               | \$366.10                      |
|  | Subrecipients       | 2                              | \$105                                | 250                              | 500                             | \$52,300.00                   |
| 4. Prepare, Complete, and Submit Project Forms                     | Recipients          | 1                              | \$52                                 | 21                               | 21                              | \$1,098.30                    |
|  | Subrecipients       | 2                              | \$105                                | 21,428                           | 42,856                          | \$4,482,737.60                |
| 5. Prepare, Complete, and Submit Additional quarterly metric forms | Recipients          | 2                              | \$105                                | 84                               | 168                             | \$17,572.80                   |
|  | Subrecipients       | 0                              | \$0                                  | 0                                | 0                               | \$0.00                        |
| 6. Prepare, Complete and Submit Quality Assurance Plans            | Recipients          | 4                              | \$209                                | 7                                | 28                              | \$5,857.60                    |
|  | Subrecipients       | 4                              | \$209                                | 30                               | 120                             | \$25,104.00                   |
| 7. Prepare, Complete, and Submit Organi                            | Recipients          | 6                              | \$314                                | 21                               | 126                             | \$39,538.80                   |
|  | Subrecipients       | 6                              | \$314                                | 1,890                            | 11,340                          | \$3,558,492.00                |

|                               |  |  |  |  |          |                |
|-------------------------------|--|--|--|--|----------|----------------|
| zational disclosures:         |  |  |  |  |          |                |
| 8. TOTALS for all three years |  |  |  |  | 67,590.0 | \$9,520,692.00 |
| 9. ANNUALIZED TOTALS per year |  |  |  |  | 22,530.0 | \$3,173,564.00 |

| Activity   | Respondent Category | 1. Burden per Response (Hours) | 2. Labor Cost per Response (Dollars) | 3. Number of responses (3 years) | 4. Total Burden Hours (3 years) | 5. Total Labor Cost (3 years) |
|--|---------------------|--------------------------------|--------------------------------------|----------------------------------|---------------------------------|-------------------------------|
| 1. Prepare, Complete, and Submit Quarterly Performance Reports     | Recipients          | 4                              | \$209                                | 720                              | 2,880                           | \$602,496.00                  |
| 2. Prepare, Complete, and Submit Final Performance Reports         | Recipients          | 4                              | \$209                                | 60                               | 240                             | \$50,208.00                   |
| 3. Prepare, Complete, and Submit Transaction Forms                 | Recipients          | 1                              | \$52                                 | 180                              | 180                             | \$9,414.00                    |
| 4. Prepare, Complete, and Submit Project Forms                     | Recipients          | 1                              | \$52                                 | 600,000                          | 600,000                         | \$31,380,000.00               |
| 5. Prepare, Complete, and Submit Additional quarterly metric forms | Recipients          | 2                              | \$105                                | 180                              | 360                             | \$37,656.00                   |
| 6. Prepare, Complete and Submit Quality Assurance Plans            | Recipients          | 4                              | \$209                                | 3                                | 12                              | \$2,510.40                    |
| 7. Prepare, Complete, and Submit Organizational disclosures:       | Recipients          | 6                              | \$314                                | 180                              | 1,080                           | \$338,904.00                  |

|                               |           |                 |
|-------------------------------|-----------|-----------------|
| 8. TOTALS for all three years | 604,752.0 | \$32,421,188.40 |
| 9. ANNUALIZED TOTALS per year | 201,584.0 | \$10,807,062.80 |

EPA is undertaking consultations with relevant parties to determine the total cost burden for respondents to complete the information collection instruments. Final estimates for each instrument will be provided in the ICR package that is made available for the next public review.

This will include:

- The number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.
- Separate hour burden estimates for each form and aggregating the hour burdens.
- Estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories.

### **13. Total Annual Non-Labor Cost Burden**

Average Annual Non-Labor Costs = \$48,813

EPA has used its best professional judgement to develop *preliminary estimates* of the total annual cost burden, as outlined below.

Capital or start-up costs for recipients to meet EPA’s performance reporting requirements may vary. Some respondents are expected to already have the standard equipment (e.g., computer, relevant software packages) and infrastructure (e.g., workspace, access to internet services) that is required to collate, store, and report the required information for the information requested. Others may invest in developing systems to streamline data collection. Our preliminary estimate of start-up costs is: \$146,440 across all three competitions.

Respondents are not expected to incur any specified operation or maintenance costs in order to meet EPA’s performance reporting requirements. This is because they can use the standard equipment and infrastructure that they use for other aspects of their work in the organization; thus, the costs associated with operation and maintenance should already be included as standard items in their annual budgets.

EPA will estimate a total annual non-labor cost burden after consulting with relevant parties on the reporting framework. Final estimates will be provided in the ICR package that is made available for the next public review. This will include:

- A total capital and start-up cost component (annualized over its expected useful life)
- A total operation and maintenance and purchase of services component.

### **14. Annualized Costs to the Federal Government**

Average Annual Time Burden = 20,456 hours

Average Annual Total Cost = \$319,269

EPA incurs a burden in the process of reviewing and processing the information collected via the instruments covered by this ICR. Transaction and Project forms will be processed in an internal

database to be developed, minimizing the ongoing burden of review and processing. The upfront costs for database development are estimated to be \$525,000.

EPA has used its best professional judgement to develop *preliminary estimates* of burden hours and costs for review and processing of each instrument, as presented in Tables 4, 5 and 6:

| Table 4: Preliminary Estimates of Burden Hours and Costs – Federal Government NCIF |                        |          |                                  |                                 |                               |
|--|------------------------|----------|----------------------------------|---------------------------------|-------------------------------|
| Activity   | 1. Burden per Response | 2. Labor | 3. Number of Responses (3 years) | 4. Total Burden Hours (3 years) | 5. Total Labor Cost (3 years) |
| 1. Review and Process Quarterly Performance Reports                                | 1                      | \$41.31  | 396                              | 396                             | \$16,358.76                   |
| 2. Review and Process Final Performance Reports                                    | 1                      | \$41.31  | 33                               | 33                              | \$1,363.23                    |
| 3. Review and Process Transaction Forms  | 0.08                   | \$3.30   | 99                               | 7.92                            | \$26.17                       |
| 4. Review and Process Project Forms  | 0.08                   | \$3.30   | 21437                            | 1714.96                         | \$5,667.60                    |
| 5. Review and Process additional quarterly metric forms                            | 1                      | \$41.31  | 36                               | 36                              | \$1,487.16                    |
| 6. Review and Process Quality Assurance Plans                                      | 1                      | \$41.31  | 33                               | 33                              | \$1,363.23                    |
| 7. Review and Process Organizational disclosures:                                  | 1                      | \$41.31  | 99                               | 99                              | \$4,089.69                    |
| 8. TOTALS for all three years  |                        |          |                                  | 2,320                           | \$30,355.84                   |
| 9. ANNUALIZED TOTALS per year  |                        |          |                                  | 773                             | \$10,118.61                   |

| Table 5: Preliminary Estimates of Burden Hours and Costs – Federal Government CCIA |                        |          |                                  |                                 |                               |
|--|------------------------|----------|----------------------------------|---------------------------------|-------------------------------|
| Activity   | 1. Burden per Response | 2. Labor | 3. Number of Responses (3 years) | 4. Total Burden Hours (3 years) | 5. Total Labor Cost (3 years) |
| 1. Review and Process Quarterly Performance Reports                                | 1                      | \$41.31  | 6084                             | 6084                            | \$251,330.04                  |
| 2. Review and Process Final Performance Reports                                    | 1                      | \$41.31  | 37                               | 37                              | \$1,528.47                    |
| 3. Review and Process Transaction Forms  | 0.08                   | \$3.30   | 257                              | 20.56                           | \$67.95                       |
| 4. Review and Process Project Forms  | 0.08                   | \$3.30   | 21449                            | 1715.92                         | \$5,670.77                    |
| 5. Review and Process additional quarterly metric forms                            | 1                      | \$41.31  | 84                               | 84                              | \$3,470.04                    |
| 6. Review and Process Quality Assurance Plans                                      | 1                      | \$41.31  | 37                               | 37                              | \$1,528.47                    |
| 7. Review and Process Organizational disclosures:                                  | 1                      | \$41.31  | 1911                             | 1911                            | \$78,943.41                   |
| 8. TOTALS for all three years  |                        |          |                                  | 9,889                           | \$342,539.15                  |
| 9. ANNUALIZED TOTALS per year  |                        |          |                                  | 3,296                           | \$114,179.72                  |

| Activity  | 1. Burden per Response | 2. Labor | 3. Number of Responses (3 years) | 4. Total Burden Hours (3 years) | 5. Total Labor Cost (3 years) |
|---|------------------------|----------|----------------------------------|---------------------------------|-------------------------------|
| 1. Review and Process Quarterly Performance Reports     | 1                      | \$41.31  | 720                              | 720                             | \$29,743.20                   |
| 2. Review and Process Final Performance Reports         | 1                      | \$41.31  | 60                               | 60                              | \$2,478.60                    |
| 3. Review and Process Transaction Forms                 | 0.08                   | \$3.30   | 180                              | 14.4                            | \$3.81                        |
| 4. Review and Process Project Forms                     | 0.08                   | \$3.30   | 600000                           | 48000                           | \$12,690.43                   |
| 5. Review and Process additional quarterly metric forms | 1                      | \$41.31  | 180                              | 180                             | \$7,435.80                    |
| 6. Review and Process Quality Assurance Plans           | 1                      | \$41.31  | 3                                | 3                               | \$123.93                      |
| 7. Review and Process Organizational disclosures:       | 1                      | \$41.31  | 180                              | 180                             | \$7,435.80                    |
| 8. TOTALS for all three years                           |                        |          |                                  | 49157.4                         | \$59,911.57                   |
| 9. ANNUALIZED TOTALS per year                           |                        |          |                                  | 16385.8                         | \$19,970.52                   |

EPA will estimate a total annualized cost to the federal government after consulting with relevant parties on the reporting framework. This cost estimate will include the quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information.

The weighted hourly rate utilized in the Federal burden estimates above is based upon the following composite:

| <u>GS Level</u> | <u>Percent</u> | <u>Hourly Wage Rate</u> |
|-----------------|----------------|-------------------------|
| GS 4, Step 1    | 10%            | 15.47                   |

|                      |            |              |
|----------------------|------------|--------------|
| <u>GS 11, Step 1</u> | <u>10%</u> | <u>31.73</u> |
| <u>GS 13, Step 1</u> | <u>75%</u> | <u>45.22</u> |
| <u>GS 14, Step 1</u> | <u>5%</u>  | <u>53.44</u> |
| <u>Weighted Rate</u> |            | <u>41.31</u> |

Rates for 2022 General Schedule (<https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2022/DCB.pdf>)

### **15. Reasons for Program Changes or Adjustments on Burden Worksheet**

This is a new collection, and so does not involve any program changes or burden adjustments.

### **16. Published Results**

To enable more transparent public examination of federally funded activities, the information collected under this ICR will be published in three ways:

- GGRF will post it on EPA public websites.
- EPA will collate program-level information for inclusion in public reports such as the Annual Performance Report mandated by the Government Performance and Results Act (GPRA) and annual reports on progress of activities supported by supplemental funds (e.g., Bipartisan Infrastructure Law, Inflation Reduction Act).
- EPA will use this information to respond to requests from the Executive and Legislative branches for data and information.

Information will be reported in anonymous and aggregated form where necessary to protect CBI and PII. Location identifiers will be used to fulfill federal reporting requirements (e.g., DATA Act, Justice40 Initiative) to document results in different communities. EPA will follow best practices in stating the source of the data (e.g., grant progress reports) and the methodology used to collect the information (e.g., self-report).

### **17. Approval for not displaying OMB Expiration Date**

The expiration date of the information collection approval will be publicly available on OMB's website.

### **18. Exceptions to the "Certification for Paperwork Reduction Act Submissions"**

EPA does not request an exception to the certification of this information collection.