



United States Department of the Interior

NATIONAL PARK SERVICE
1849 C Street, N.W.
Washington, D.C. 20240

IN REPLY REFER TO:

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Memorandum

To: Regional Directors and Superintendents

From: *Adam* Associate Director, Natural Resource Stewardship and Science

Subject: Submissions for Programmatic Information Collection Review
Response Due: January 31, 2013

The Social Science Program is now accepting submissions for FY 2013 programmatic review of National Park Service (NPS)-sponsored social science information collections. Applicable information collections are those that are sponsored by the NPS and may include surveys, interviews, and focus groups. Under the Paperwork Reduction Act, any federally sponsored information collection must be submitted to and approved by the Office of Management and Budget (OMB).

The programmatic review applies to NPS-sponsored social science information collections designed to furnish useful and applied information to NPS managers and planners. Questions asked under the programmatic review must show a clear tie to NPS management and planning needs. The programmatic review may only be used for non-controversial surveys that are unlikely to attract or include topics of significant public interest in the review process. Investigators who are unsure if an information collection qualifies under the programmatic review are strongly encouraged to contact the Social Science Program for clarification early in the planning process.

Not all information collections that are sponsored by NPS may qualify for review under this program. To qualify for the programmatic review, all questions in a survey must fit within one or more of the approved topic areas and must be approved by NPS and OMB. Investigators are strongly advised to use the survey questions and topic area that have already been approved by NPS and OMB. These questions are contained in the current "Pool of Known Questions."

To aid in the preparation of programmatic information collection reviews, guidance, the Pool of Known Questions, and required forms are available on the NPS Social Science Program's website [<http://www.nature.nps.gov/socialscience/expedited.cfm>].

The Social Science Program is responsible for providing a thorough technical and administrative review of proposed information collections and communicating review comments to investigators. In appropriate cases, NPS may recommend that submitted proposals undergo a

different review process, rather than the programmatic information collection review process. Complete packages should be sent by e-mail to Phadrea Ponds, the NPS Information Collection Review Coordinator (phadrea_ponds@nps.gov), for consideration by January 31, 2013.

The OMB “one-at-a-time” policy for submitting programmatic packages continues to remain in effect. This means that the NPS Social Science Program is not permitted to submit a new package until OMB has processed and approved the current programmatic package in the queue. However, when appropriate, the Social Science Program will make an attempt to “bundle” similar collections in a single submission, increasing the total number of packages that can be received and considered by OMB in a year. However, the Program’s ability to bundle these collections is limited and is made at the discretion of the NPS Information Collection Review Coordinator and the OMB Desk Officer.

For more information, please contact:

Phadrea Ponds, NPS Information Collection Review Coordinator
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970-267-7213

or

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