

## NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

[NARA-2018-029]

### Agency Information Collection Activities: Proposed Collection; Comment Request

**AGENCY:** National Archives and Records Administration (NARA).

**ACTION:** Notice of proposed information collection and request for comments.

**SUMMARY:** NARA is giving public notice that the agency proposes to request an extension to use the two information collections described in this notice, which the National Historical Publications and Records Commission (NHPRC) uses in its grant program. NARA invites the public to comment on the proposed information collection pursuant to the Paperwork Reduction Act of 1995.

**DATES:** Written comments must be received on or before June 11, 2018 to be assured of consideration.

**ADDRESSES:** Comments should be sent by mail to Paperwork Reduction Act Comments (MP), Room 4100, National Archives and Records Administration, 8601 Adelphi Rd., College Park, MD 20740-6001, by fax to 301-837-0319, or by email to [tamee.fechhelm@nara.gov](mailto:tamee.fechhelm@nara.gov).

**FOR FURTHER INFORMATION CONTACT:** Please direct requests for additional information or copies of the proposed information collections and supporting statements to Tamee Fechhelm, by telephone at 301-837-1694, or by fax at 301-837-0319.

**SUPPLEMENTARY INFORMATION:** Pursuant to the Paperwork Reduction Act of 1995 (Pub. L. 104-13), NARA invites the general public and other Federal agencies to comment on proposed information collections. The comments and suggestions should address one or more of the following points: (a) Whether the proposed information collections are necessary for the proper performance of the functions of NARA; (b) the accuracy of NARA's estimate of the burden of the proposed information collections; (c) ways to enhance the quality, utility, and clarity of the information to be collected; (d) ways to minimize the burden of the collection of information on respondents, including the use of information technology; and (e) whether small businesses are affected by these collections. NARA will summarize and include submitted comments in our request for Office of Management and Budget (OMB) approval. All comments will become a matter of public record. In this notice, NARA is soliciting comments

concerning the following information collection:

1. *Title:* National Historical Publications and Records Commission (NHPRC) Grant Program Budget Form and Instructions and NHPRC Grant Offer Acknowledgement.

*OMB number:* 3095-0013.

*Agency form number:* NA Form 17001 and 17001a.

*Type of review:* Regular.

*Affected public:* Nonprofit organizations and institutions, state and local government agencies, and Federally-acknowledged or state-recognized Native American tribes or groups, who apply for and receive NHPRC grants for support of historical documentary editions, archival preservation and planning projects, and other records projects.

*Estimated number of respondents:* 244 per year submit applications; approximately 25 grantees need to submit revised budgets.

*Estimated time per response:* 10 hours per application; 5 hours per revised budget.

*Frequency of response:* On occasion for the application; as needed for revised budget. Currently, the NHPRC considers grant applications two times per year. Respondents usually submit no more than one application per year, and, for those who need to submit revised budgets, only one revised budget per year.

*Estimated total annual burden hours:* 1,765 hours.

*Abstract:* The NHPRC posts grant announcements to their website and to [grants.gov](http://grants.gov) ([www.grants.gov](http://www.grants.gov)), where the information will be specific to the grant opportunity named. The basic information collection remains the same. The NA Form 17001 is used by the NHPRC staff, reviewers, and the Commission to determine if the applicant and proposed project are eligible for an NHPRC grant, and whether the proposed project is methodologically sound and suitable for support. The NA Form 17001a, NHPRC Grant Offer Acknowledgement, is used after the Archivist of the United States, as chair of the Commission, recommends a grant for approval. The prospective grantee must acknowledge the offer of the grant and agree to meet the requirements of applicable Federal regulations. In addition, they must verify the existence of an indirect cost agreement with a cognizant Federal agency if they are claiming indirect costs in the project's budget.

2. *Title:* Accounting System and Financial Capability Questionnaire.

*OMB number:* 3095-0072.

*Agency form numbers:* NA Form 17003.

*Type of review:* Regular.

*Affected public:* Not-for-profit institutions and State, Local, or Tribal Government.

*Estimated number of respondents:* 75.

*Estimated time per response:* 4 hours.

*Frequency of response:* On occasion.

*Estimated total annual burden hours:* 300.

*Abstract:* Pursuant to the Title 2, Section 215 of the Code of Federal Regulations, Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (formerly Office of Management and Budget (OMB) Circular A-110) and Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, grant recipients are required to maintain adequate accounting controls and systems in managing and administering Federal funds. Some of the recipients of grants from the National Historical Publications and Records Commission (NHPRC) have proven to have limited experience with managing Federal funds. This questionnaire is designed to identify those potential recipients and provide appropriate training or additional safeguards for Federal funds. Additionally, the questionnaire serves as a pre-audit function in identifying potential deficiencies and minimizing the risk of fraud, waste, abuse, or mismanagement, which we use in lieu of a more costly and time consuming formal pre-award audit.

**Swarnali Haldar,**

*Executive for Information Services/CIO.*

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**BILLING CODE 7515-01-P**

## NATIONAL FOUNDATION ON THE ARTS AND THE HUMANITIES

### Meeting of Humanities Panel

**AGENCY:** National Endowment for the Humanities.

**ACTION:** Notice of meeting.

**SUMMARY:** The National Endowment for the Humanities will hold one meeting of the Humanities Panel, a federal advisory committee, during May 2018. The purpose of the meeting is for panel review, discussion, evaluation, and recommendation of applications for financial assistance under the National Foundation on the Arts and Humanities Act of 1965.

**DATES:** See **SUPPLEMENTARY INFORMATION** for meeting date. The meeting will open