



## **DEPARTMENT OF AGRICULTURE**

### **Natural Resources Conservation Service**

**[Docket ID: NRCS-2025-0005]**

#### **Notice of Request for Renewal of a Currently Approved Information Collection;**

#### **Composting and Food Waste Reduction (CFWR) Cooperative Agreements**

**AGENCY:** Office of Urban Agriculture and Innovative Production, Natural Resources Conservation Service, U.S. Department of Agriculture.

**ACTION:** Notice; request for comment.

**SUMMARY:** In accordance with the Paperwork Reduction Act of 1995, this notice invites the general public and other public agencies to comment on this proposed information collection.

This collection is an extension, without change, of a currently approved collection for reporting progress on a Composting and Food Waste Reduction Cooperative Agreement.

**DATES:** Written comments must be received on or before **[INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

**ADDRESSES:** Comments may be sent to: Sharonte Williams, Natural Resources Conservation Service, U.S. Department of Agriculture, 3737 Government St, Alexandria, LA 71302.

Comments may also be submitted via fax to the attention of Sharonte Williams at 202-981-1653 or via email to [sharonte.williams@usda.gov](mailto:sharonte.williams@usda.gov). Comments will also be accepted through the Federal eRulemaking Portal. Go to <http://www.regulations.gov>, and follow the online instructions for submitting comments electronically.

All responses to this notice will be summarized and included in the request for Office of Management and Budget approval. All comments will be a matter of public record.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of this information collection should be directed to Sharonte Williams at 202-981-1653 or via email to [sharonte.williams@usda.gov](mailto:sharonte.williams@usda.gov).

## **SUPPLEMENTARY INFORMATION:**

Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions that were used; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on those who are to respond, including use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.

Title: OFFICE OF URBAN AGRICULTURE AND INNOVATIVE PRODUCTION (OUAIP)  
REPORTING FORM

Form Number: NRCS-OUAIP-1

OMB Number: 0578-0033

Expiration Date: 12-31-2025

Type of Request: Extension, without change, of a currently approved collection

Abstract: The 2018 Farm Bill authorized the FPAC mission area and NRCS to carry out pilot projects under which local and municipal governments enter into cooperative agreements to develop and test strategies for planning and implementing municipal composting plans and food waste reduction plans. The NRCS-OUAIP-1 form was created to ensure the standardization of data collection across projects to determine the efficiency and efficacy of program deliverables. The form is designed to increase collection efficiency and ease the burden of recipient reporting through clearly defined data targets, no new reporting burden is being added.

Affected Public:

State, Local and Tribal Government: Local governments are the primary recipients of CFWR

awards and will be exclusively affected but with no additional reporting requirements.

Estimated Number of Respondents We expect 100 respondents to be affected, submitting reports directly to NRCS as part of the reporting requirements listed in their agreements.

Estimated Number of Responses per Respondent See supporting document, varying responses per document

Estimated Total Annual Responses: 1,125

Estimated Time per Response: See supporting document, varying responses per document

Estimated Total Annual Burden on Respondents: 281 non-exempt hours. See the table below for estimated total annual burden for respondents.

Respondent	Estimated # Respondent	Responses annually per Respondent	Total Annual Responses (Col. bxc)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. dx)
<b>Reporting Burden</b>					
OUAIP Progress Report (OMB # 0578-0033)	75	2	150	1.00	150
Project Summary	100	1	100	1.00	100
Negotiated Indirect Cost Rate Agreement (NICRA/De Minimus) –	75	1	75	0.25	19
Notice of Award (signature only)	25	1	25	0.50	13
Request for Advance or Reimbursement (OMB # 4040-0012) *	75	4	300	1.00	300
Application for Federal Assistance* (OMB #4040-0020)	100	1	100	1.00	100

Budget Information for Non-Construction* (4040-0006)	100	1	100	1.00	100
Federal Financial Report* (OMB # 4040-0014)	75	2	150	2.00	300
Certificate Regarding Lobbying (OMB # 4040-0013) *	100	1	100	0.50	50
Disclosure of Lobbying Activities (OMB # 4040-0013) *	25	1	25	1.00	25
<b>Total Reporting Burden</b>	750		1,125		1,157

**Aubrey Bettencourt,**

*Administrator,*

*Natural Resources Conservation Service.*

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