

PAPERWORK REDUCTION ACT SUBMISSION

Please read the instructions before completing this form. For additional forms or assistance in completing this form, contact your agency's Paperwork Clearance Officer. Send two copies of this form, the collection instrument to be reviewed, the Supporting Statement, and any additional documentation to: **Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 17th Street NW, Washington, DC 20503.**

1. Agency/Subagency originating request Fish and Wildlife Service, Dept. of Interior	2. OMB control number b. <input type="checkbox"/> None a. <u>1018-0023</u>
3. Type of information collection (<i>check one</i>) a. <input type="checkbox"/> New Collection b. <input checked="" type="checkbox"/> Revision of a currently approved collection c. <input type="checkbox"/> Extension of a currently approved collection d. <input type="checkbox"/> Reinstatement, without change , of a previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change , of a previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number For b-f, note Item A2 of Supporting Statement instructions	4. Type of review requested (<i>check one</i>) a. <input checked="" type="checkbox"/> Regular b. <input type="checkbox"/> Emergency - Approval requested by: ___/___/___ c. <input type="checkbox"/> Delegated 5. Small entities Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 6. Requested expiration date a. <input checked="" type="checkbox"/> Three years from the approval date b. <input type="checkbox"/> Other: ___/___
7. Title Sandhill Crane Harvest Survey	
8. Agency form number(s) (<i>if applicable</i>) 3-2056N	
9. Keywords Migratory birds, Wildlife conservation	
10. Abstract Sandhill crane hunting is authorized in nine Midwestern States in the United States. Information on the magnitude of the harvest is needed for sound management and to preclude overharvest of the species. The forms used in this survey provide the major part of that information.	
11. Affected public (<i>Mark primary with "P" and all others with "X"</i>) a. <u>P</u> Individuals or households d. <input type="checkbox"/> Farms b. <input type="checkbox"/> Business or other for-profit e. <input type="checkbox"/> Federal Government c. <input type="checkbox"/> Not-for-profit institutions f. <input type="checkbox"/> State, Local, or Tribal Government	12. Obligation to respond (<i>Mark primary with "P" and all others that apply with "X"</i>) a. <input checked="" type="checkbox"/> Voluntary b. <input type="checkbox"/> Required to obtain or retain benefits c. <input type="checkbox"/> Mandatory
13. Annual reporting and recordkeeping hour burden a. Number of respondents <u>7,500</u> b. Total annual responses <u>7,500</u> 1. Percentage of these responses collected electronically <u>0</u> % c. Total annual hours requested <u>625</u> d. Current OMB inventory <u>540</u> e. Difference <u>85</u> f. Explanation of difference 1. Program change _____ 2. Adjustment <u>85</u>	14. Annual reporting and recordkeeping cost burden (<i>in thousands of dollars</i>) a. Total annualized capital/startup costs <u>0</u> b. Total annual costs (O&M) <u>0</u> c. Total annualized cost requested <u>0</u> d. Current OMB inventory <u>0</u> e. Difference <u>0</u> f. Explanation of difference 1. Program change _____ 2. Adjustment _____
15. Purpose of information collection (<i>Mark primary with "P" and all others that apply with "X"</i>) a. <input type="checkbox"/> Application for benefits e. <u>P</u> Program planning or management b. <input type="checkbox"/> Program evaluation f. <u>X</u> Research c. <input type="checkbox"/> General purpose statistics g. <input type="checkbox"/> Regulatory or compliance d. <input type="checkbox"/> Audit	16. Frequency of recordkeeping or reporting (<i>check all that apply</i>) a. <input type="checkbox"/> Recordkeeping b. <input type="checkbox"/> Third party disclosure c. <input checked="" type="checkbox"/> Reporting: 1. <input type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly 4. <input type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input checked="" type="checkbox"/> Annually 7. <input type="checkbox"/> Biennially 8. <input type="checkbox"/> Other (describe) _____
17. Statistical methods Does this information collection employ statistical methods? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	18. Agency contact (<i>person who can best answer questions regarding the content of this submission</i>) Name: <u>Paul I. Padding</u> Phone: <u>(301) 497-5980</u>

19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9.

NOTE: The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320.8(b)(3), appear at the end of the instructions. *The certification is to be made with reference to those regulatory provisions as set forth in the instructions.*

The following is a summary of the topics, regarding the proposed collection of information, that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It uses plain, coherent, and unambiguous language that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and recordkeeping practices;
- (f) It indicates the retention periods for recordkeeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8 (b)(3) about:
 - (i) Why the information is being collected;
 - (ii) Use of information;
 - (iii) Burden estimate;
 - (iv) Nature of response (voluntary, required for a benefit, or mandatory);
 - (v) Nature and extent of confidentiality; and
 - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected (see note in Item 19 of the instructions);
- (i) It uses effective and efficient statistical survey methodology (if applicable); and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of these provisions, identify the item below and explain the reason in Item 18 of the Supporting Statement.

Don J. B...
7/19/04

Signature of Senior Official or designee

Donald J. B... #1018-0023
for H. Theodore Herty

Date

29 Sept 2004

Summary of Information Collection
Sandhill Crane Harvest Survey
OMB Control Number 1018-0023

When this information collection was last approved on August 6, 2003, OMB gave Terms of Clearance. The specified Terms of Clearance are:

The Service shall include the following items as part of its next submission: an advanced cover letter, signed by an FWS official, urging those who were selected to participate in the survey to complete the survey. This letter should be sent a few weeks before the administration of the next survey. The Service should also plan to increase the number of follow-up letters to 3 to improve the response rates. If these strategies do not increase the actual response rates from each of the States to at least 75%, the Service should provide for a follow-up phone survey to analyze whether non-response bias exists. The number covered by the phone surveys shall be determined based on the number of the non-responders, and the confidence level the Service believes is appropriate to draw meaningful conclusions about whether non-response bias exists.

In the following supporting statement, we address OMB's Terms of Clearance as follows:

- The response to question A2 in the Supporting Statement indicates that we are requesting approval to change survey forms to a form that yielded higher response rates during tests undertaken last year.
- The response to question B3 in the Supporting Statement details actions that will be taken to further increase response rates, including an advance letter signed by the FWS Director that urges people selected for the survey to complete their survey forms, and the addition of another follow-up mailing.
- The response to question B4 in the Supporting Statement indicates how we propose to use the additional mailing to determine whether or not non-response bias exists, and if so, the direction and magnitude of any non-response bias detected. This will enable us to correct the results of the survey for non-response bias if necessary.