

SUPPORTING STATEMENT FOR PAPERWORK REDUCTION ACT

Bulletproof Vest Partnership Program

A. JUSTIFICATION

1. Necessity of Information: The Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998, is a unique U.S. Department of Justice initiative designed to provide a critical resource to state, tribal and local law enforcement agencies. The purpose of this program is to help protect the lives of law enforcement officers by helping states and units of local and tribal governments equip their officers with armor bulletproof vests. The collection of information is necessary to verify the eligibility of an applicant's jurisdiction for partial reimbursement of costs (up to 50%) associated with the purchase of the armored bulletproof vests. The data provided in the application will determine the need, funding level and provide bank account information for electronic payments. This program is administered in accordance with *42 USC 3976ii et seq.*

2. Purpose for Use: The Bureau of Justice Assistance (BJA) uses the data provided in the application to certify eligibility for federal assistance under the Bulletproof Vest Partnership Program. Eligibility is dependent upon several factors. BJA uses the data collected to review, approve, and make awards to jurisdictions in accordance with programmatic and statutory requirements. Certified eligible applicants may then submit documented requests for funds to defray the cost of one vest per officer per applicant agency's vest replacement cycle.

3. Use of Information Technology: The Bulletproof Vest Partnership application form OJP FORM What is the form # OMB# 1121-0235, is accessible by the Internet at the Bureau of Justice Assistance's web site: <http://www.ojp.usdoj.gov/bvpbasi/> . The BVP application is also available via mail by contacting;

Office of Justice Programs
Bureau of Justice Assistance
Bulletproof Vest Partnership
810 Seventh Street, NW
Washington, DC., 20531
1-877-758-3787 Toll free
vests@ojp.gov E-mail

4. Identification of Duplication: This is the only Federal program providing this assistance. The BVP application is the only form that asks the information required to determine if a jurisdiction is eligible for the BVP payment.

5. Impact on Small Businesses or Other Entities: The information collection requirements do not impact small businesses or other entities as described in the instructions for completing OMB Form 83-I.

6. Consequences if Collection is not Conducted: BJA would not be able to review, approve, nor provide jurisdictional reimbursement in a timely, equitable, and effective manner.

7. Special Circumstances: None.

8. Publication: The collection period is opened annually after Congressional appropriations.

9. Payment to Respondents: The completion and successful processing of this application will entitle the applicant to no financial payment.

10. Assurance of Confidentiality: All information on the application is collected in accordance with the Privacy Act of 1974, as amended. OJP is compliant with 28CFR22 which protects confidentiality of identifiable and statistical information and is committed to keeping a system of records that is consistent with the regulations of the Privacy Act.

11. Questions of a Sensitive Nature: No sensitive questions are asked of the respondents.

12. Estimate of the Hour Burden: Annual Hour Burden

- a. Number of Respondents: 5,000
- b. Number of applications submitted per respondent: 1 application
- c. Total annual applications: 5,000
- d. Hours per application: 2 hours / 120 minutes
- e. Total Annual Reporting Burden: $5,000 \times 2 \text{ hours (120 minutes)} = 600,000 \text{ minutes} / \text{by } 60 \text{ minutes per hour} = 10,000 \text{ hours.}$

13. Estimate of the Total Annual Cost Burden: There is no capital or start up costs associated with information collection under this program. The minimal cost to the respondents is the time spent (approximately 2 hours) gathering the information and the transmission of the application.

14. Estimate of Annualized Cost to the Federal Government:

The assigned program manager specialist is paid at an annual rate of a GS-7, step 1 at \$37,640 per year, plus \$8,068 (or 22% in fringe benefits) = \$ 45,921/ 52 weeks/40 hours per hour/week equal an hourly rate of \$22.08. Each application review takes

approximately 10 minutes or 6 applications per hour. At \$22.08 per hour salary/6 applications per hour = \$3.68 per application. \$3.68 = \$ 3.68 per application x 5,000 applications = \$18,398

The assigned program manager for this program is paid at an annual rate of a GS-13/5 at \$ 89, 985 per year, plus \$19,987 (or 22% in fringe benefits) = \$ 109,782 /52 weeks/40 hours per week equal an hourly rate of \$ 52.78 or \$8.80 per application. Each application review takes approximately 10 minutes or 6 applications per hour. 5,000 applications x \$ 8.80 = \$ 43,983.

And contractors

Information collection is managed by contractors on behalf of OJP’s Bureau of Justice Assistance (BJA). Approximately 2,220 hours between 6 contractors are spent compiling application data and issuing awards. Four contractors provide technical assistance to applicants during the 10 week application period, 4 x 10 week application period = 40 weeks. One web developer provides BVP system maintenance for 8 weeks of the application period, 1 x 8 = 8 weeks. One contractor spends .5 of his time working on BVP applications during the 10 week application period, 1 x .5 x 10 weeks = 5 weeks. One contractor spends .25 of his time working on BVP applications during the 10 week application period, 1 x .25 x 10 weeks = 2.5 weeks. 40 + 8 + 5 + 2.5 = 55.5 weeks x 40 hours a week = 2,220 hours per year / 8 hours per day = 277.5 days x \$ 740.00 a day = \$ 205,350.00

a. Contractor Personnel (6)	\$ 692
b. Rent	\$ 37
c. Other Direct Costs	<u>\$ 11</u>
d. Total Federal Cost – Daily Rate	\$ 740

Program Specialist	\$ 18,398
Program Manager	\$ 43,983
Contractors	<u>\$ 205,350</u>
	\$ 276,731

15. Program Changes or Adjustments: This is a request for a revision of a previously approved collection for which approval will expire in January, 2007.

This information collection was previously approved in 2003 for 6000 burden hours. This is incorrect. Based on the previously submitted supporting statement, the total burden hours should have been 8,000. The adjustments are as follows;

Respondents: 1500 new + 5000 existing = 6,500
 Number of applications per respondent: 1

Burden: 1500 new respondents x 2 hours per application = 3,000 hours
5000 existing respondents x 1 hour per application = 5,000 hours

Total Burden hours: 8,000.

Also, the total number of respondents was over estimated in 2003. The number of respondents should be 5,000. It has been determined that each respondent (new or existing) completes an application in approximately 2 hours.

16. Publishing Information: The information collected will not be published.

17. Approval to not Displaying the OMB Approval: The present information collection request does not seek such an approval.

18. Certification for Paperwork Reduction Act Submission: See attached Certification Statement.

B. STATISTICAL METHODS

This information collection does not employ the use of statistical collection methods.