

# Supporting Statement for Cost Reimbursable Research Request

OMB No. 0960-NEW

## A. Justification

### 1. Authoring Laws and Regulations –

Qualified Researchers need SSA administrative data for a variety of projects. To request SSA program data for research, the researcher must submit a complete and signed printed version and an electronic version of the application. In the application, the researcher must describe the way in which this project will further SSA's mission to promote the economic security of the nation's people through its administration of the Old Age and Survivors and Disability Insurance Programs, and/or the Supplemental Security Income Program. The requestor must specify whether they want micro data, tabular or statistical data. SSA's Office of Policy (OP) provides micro data, i.e. individual data records with or without identifiers, only to state and federal agencies or their contractors/grantees. The researcher may use the data for research and statistical purposes ONLY. They may not use the data for programmatic or enforcement purposes. SSA will recuperate all expenses incurred in providing this information. The cost reimbursable request service is an unsolicited service.

- SSA's authority for entering into this reimbursable agreement with approved requestors is *Section 1106 of the Social Security Act, 42 U.S.C. § 1306*.
- SSA may make disclosure of data to approved requestors under authority found in the *Privacy Act of 1974, as amended, 5 U.S.C. § 552a (b)(5)*.
- 5 U.S.C. § 552a (b)(5) states that disclosures may be made to a approved recipient who has provided the agency with advance adequate written assurance that the record will be used solely as a statistical or reporting record, and the record is to be transferred in a form that is not individually identifiable.

### 2. How, by WHOM and for What Purpose the Information is to be Used

SSA will use the information collected on the application and support documentation to process the request for SSA administrative data for statistical and research purposes. A qualified reviewer will evaluate the application to determine if (1) the research has national interest, (2) SSA

can provide the requested data, and (3) SSA has the resources to complete the work. SSA will also use information collected to compute and collect the required payment for the service.

SSA provides only aggregations, tabulations and/or statistical outputs of SSA program data to qualified researchers. Only State agencies or Federal agencies, or their contractors/grantees can request micro data.

**3. Use of Information Technology to Collect the Information**

SSA electronically sends the requestor the application and support documentation via email. The requestor is instructed to (1) complete the application and applicable supporting documentation, and sign the application; and (2) provide both a printed version and an electronic version of the completed package and send the printed version to the Associate Commissioner for Research, Evaluation, and Statistics (ORES) and email the electronic version to [Ores.research.requests@ssa.gov](mailto:Ores.research.requests@ssa.gov).

**4. Why Duplicate Information Cannot Be Used**

The nature of the information being collected and the manner in which it is collected preclude duplication. There is no other collection instrument used by SSA that collects data similar to that collected here.

**5. How Burden on Small Respondents is Minimized**

This collection does not have a significant impact on a substantial number of small businesses or other small entities.

**6. Consequence of Not Collecting Information or Collecting it Less Frequently**

There are no technical or legal obstacles that prevent burden reduction.

**7. Special Circumstances that Need to be Explained**

There are no special circumstances that would cause this information collection to be conducted in a manner that is not consistent with 5 CFR 1320.5.

**8. Solicitation of Public Comment and Other Consultations with the Public.**

The 60-day advance Federal Register Notice was published on March 15, 2007, at 72 FR 12244, and SSA received no public comments. The second Notice was published on May 21, 2007 at 72 FR 28540 to date SSA has received no public comments.

There have been no outside consultations with members of the public.

**9. Payment or Gifts to Respondents**

SSA provides no payment or gifts to the respondents.

**10. Assurances of Confidentiality**

SSA makes no assurance of confidentiality for the application responses.

**11. Justification for Sensitive Questions**

The information collection does not contain any questions of a sensitive nature.

**12. Estimates of Public Reporting Burden**

In the below chart are the estimated burden projects associated with this collection activity:

<b>Collection Activity</b>	<b>Number of Respondents</b>	<b>Frequency of Response</b>	<b>Average Burden per Response</b>	<b>Estimated Annual Burden</b>
<b>Cost Reimbursable Research Request-- Application Reporting</b>	15	1	240 minutes	60 hrs.
<b>TOTAL</b>				<b>60Hrs.</b>

The total burden is reflected as burden hours, and no separate cost burden has been calculated.

**13. Annual Cost to the Respondents (Other)**

The total average annual cost to the respondent for a single request to this service is \$7,500. This cost projection is an estimate of SSA's administrative and systems cost to analyze and provide the requested research data. Since this is a reimbursable service, all associated costs are borne by the requesters.

**14. Annual Cost To Federal Government**

The annual cost to the Federal Government is approximately \$112,500. This estimate is a projection of the costs for collecting the information. The costs are fully recovered from the requester by law.

**15. Program Changes or Adjustments to the Information Collection Budget**

This is a new information collection that will increase the public reporting burden.

**16. Plans for Publication of Results of Information Collection**

The results of the information collection will not be published.

**17. Request not to Display OMB Expiration Date**

SSA is not requesting an exception to display the OMB expiration date. The PRA notice to the public will be provided in the Reimbursable Conditions of Use Agreement. In addition, SSA will also post the PRA notice in the User Guide.

**18. Exceptions to Certification Statement**

SSA is not requesting an exception to the certification requirements at 5 CFR 1320.9 and related provisions at 5 CFR 1320.8(b) (3).

**B. Collections of Information Employing Statistical Methods**

Statistical methods are not used for this information collection.