

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

New Routine Use released in the Federal Register

The Social Security Administration (SSA) maintains information about Social Security and Supplemental Security Income beneficiaries and about applicants for Social Security numbers in its administrative master files. Use of these data for research purposes outside of SSA has previously been restricted to a limited number of Federal Agencies. SSA recently published a Privacy Act notice in the Federal Register to allow SSA to share certain micro-data from these master files for research purposes with any federal or state agency that meets strict criteria. This new routine use will permit the development of richer and more comprehensive information that can be used in actuarial, epidemiological, economic and other social science research projects. It became effective on April 13, 2004.

Federal Register: March 11, 2004 (Volume 69, Number 48)

Page 11693-11694

From the Federal Register Online via GPO Access at:

**[http://frwebgate.access.gpo.gov/cgi-bin/getpage.cgi?
position=all&page=11693&dbname=2004_register](http://frwebgate.access.gpo.gov/cgi-bin/getpage.cgi?position=all&page=11693&dbname=2004_register)**

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.

This means that although we provide States and Federal Agencies, i.e., recipients, with micro data (individually identifiable) and other recipients forms of tabular or statistical data, they are not allowed to provide these data to anyone (transferred) in a form that IS individually identifiable—only 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.

Refer to New Routine Use released in the Federal Register

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.

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:

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

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 is service \$7,500. This cost projection is an estimate of SSA's administrative and systems cost to analyze and provided the requested research dates. Since this is a reimbursable service all associated cost 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.