

SUPPORTING STATEMENT
Application to File Declaration of Intention
(Form N-300)
OMB No. 1615-0078

A. Justification:

1. As provided for in section 334 of the Immigration and Nationality Act (Act), an applicant for naturalization, who is residing in the United States as a lawful permanent resident, may file a declaration of intention to become a citizen of the United States, with the Department of Homeland Security (DHS).

2. The Form N-300 is used by permanent residents to file a Declaration of Intention to become a United States citizen. Although the Declaration of Intention is not required for naturalization, some permanent residents find it necessary, to file Form N-300 to fulfill requirements of states that mandate specific documentation from resident aliens seeking to work in certain occupations or professions, or to obtain various licenses. The N-300 helps facilitate this process. Upon approval of the application, the U.S. Citizenship and Immigration Services (USCIS) provides the permanent resident with a duplicate copy of the form showing that he or she affirmed an intention to become a U.S. citizen. The duplicate copy bears the applicant's photograph and the agency seal. The permanent resident can use the duplicate copy to satisfy the state requirements relating to occupations, professions and licenses. The information collected on this form is used by the USCIS to verify the applicant's status and determine his or her eligibility for the requested immigration benefit.

3. The use of this form provides the most efficient means for collecting and processing the required data. Currently, USCIS does not have the automated

capability in place to accept electronic submission of applications. However, this form has been designated for e-filing under the Business Transformation Project.

4. A review of the Forms Inventory Report revealed no duplication of effort, and there is no other similar information currently available that can be used for this purpose.
5. This collection does not have an impact on small businesses or other small entities.
6. The collection of information is required to verify the status of the permanent resident, and if the applicant is deemed eligible, to issue him or her a duplicate copy of the Declaration of Intention. Without such documentation, it may not be possible for some permanent residents to satisfy requirements of states that ask permanent residents to produce evidence of their intention to become U.S. citizens in order to engage in certain occupations or professions, or obtain various licenses. In effect, the N-300 process helps permanent residents meet the states' evidentiary mandates, thereby easing the burden on the public.
7. The special circumstances contained in item 7 of the supporting statement are not applicable to this information collection.
8. On March 9, 2007, USCIS published a 60 Day Notice at 72 FR 10780 allowing for public comments.
9. USCIS does not provide payments or gifts to respondents in exchange for a benefit sought.
10. There is no assurance of confidentiality.
11. There are no questions of a sensitive nature.

12.	<u>Annual Reporting Burden:</u>	
a.	Number of Respondents	433
b.	Number of Responses per Respondent	1
c.	Total Annual Response	433
d.	Hours per Response	.75
e.	Total Annual Reporting Burden	325

The projected hours per response for this collection of information were derived by first breaking the process into three basic components:

Learning about the law and the form	5 minutes
Completion of the form	5 minutes
Assembling and Filing the form	35 minutes
<i>Total Hours per Response</i>	<i>45 minutes</i>

Annual Reporting Burden

Total annual reporting burden hours are 325. This figure was derived by multiplying the number of respondents (433) x frequency of response (1) x hours per response (45 minutes) (.75).

13. There are no capital or start-up costs associated with this information collection. Any cost burdens to respondents as a result of this collection are identified in item 14. There is a fee charge of \$120 associated with the collection of this information.

14. Annualized Cost Analysis:

Printing Cost	\$ 120
Collecting and Processing	\$ 51,840
Total Cost to Program	\$ 51,960

Fee Charge	\$ 51,960
Total Cost to Government	\$ 0

Government Cost

The cost of the program to the Government is calculated by using the estimated number of respondents (433) multiplied by the suggested fee charge of \$120 (which includes the suggested average hourly rate for clerical, officer, and managerial time with benefits). In addition, the cost includes estimated overhead cost for printing, stocking, distributing and processing of this form.

Public Cost

The estimated annual public cost is \$55,210. This is based on the number of respondents (433) x (1) response x 45 minutes (.75) per response x \$10 (average hourly rate), plus the number of respondents (433) x \$120 fee charge.

- 15. There has been no increase or decrease in the estimated annual burden hours previously reported for this information collection. However, the burden costs have increased by \$1,960 due to an increase in the fee for this information collection.
- 16. USCIS does not intend to employ the use of statistics or the publication thereof for this collection of information.
- 17. USCIS will display the expiration date for OMB approval of this information collection.
- 18. USCIS does not request an exception to the certification of this information collection.

B. Collection of Information Employing Statistical Methods.

Not applicable.

C. Certification and Signature.

PAPERWORK CERTIFICATION

In submitting this request for OMB approval, I certify that the requirements of the Privacy Act and OMB directives have been complied with including paperwork regulations, statistical standards or directives, and any other information policy directives promulgated under 5 CFR 1320.

Richard A. Sloan,

Chief,

Regulatory Management Division,

U.S. Citizenship and Immigration Services.

Date