

UNITED STATES DEPARTMENT OF EDUCATION

MEMORANDUM

Washington, DC 20006-8521

**Date:**

**To:** Bridget Dooling  
Office of Information and Regulatory Affairs  
Office of Management and Budget

**Through:** Alan Schiff  
Chief of Staff  
Higher Education Programs

**From:** Lynn B. Mahaffie  
Director  
Teacher and Student Development Programs Service

**Subject:** Request for the Extension of the Currently Approved Collection for the Annual Student Activities Report for the Jacob K. Javits Fellowship Program—CFDA No. 84.170

Attached please find a requested extension for the information collection clearance package for OMB No. 1840-0781, the Annual Student Activities Report for the Jacob K. Javits Fellowship Program, formerly entitled the Individual Student Performance Report. In compliance with the Government Performance and Results Act (GPRA), the report collects information from individual fellows at the end of each academic year they receive Javits funding to reflect how successfully the program meets its performance indicators and efficiency measure. Specifically, the data collected will reflect the Javits program's efforts to track the fellows' time to degree completion, graduation rate, employment status upon graduation, and the Federal cost per terminal degree (Ph.D./M.F.A.) awarded, to comply with the OMB Performance Assessment Rating Tool (PART) process. The completion of this report will be required in order for grantee institutions to request continued funding for fellows.

Program staff have made minor adjustments to the report to improve the clarity of the document, and to ensure more effective data collection and evaluation of program performance. However, the current burden estimate of three hours per response remains the same.

If additional information is needed, please contact Carmen Gordon at 219-7138. Thank you for your consideration of this request.

Attachments: A. OMB 83-I/ICR Part 1  
B. OMB 83-I/ICR Part 2  
C. Supporting Statement/Justification  
D. Annual Student Activities Report Memo to Javits Fellows  
E. Instructions for Completing the Annual Student Activities Report  
F. Annual Student Activities Report for the Jacob K. Javits Fellowship Program  
  
G. Javits Program statute  
H. Javits Program regulations