

SUPPORTING STATEMENT
VA FORM 29-4364 & VA FORM 29-0151
APPLICATION FOR SERVICE
DISABLED INSURANCE
2900-0068

JUSTIFICATION:

1. These forms are used by veterans to apply for Service Disabled Veterans Insurance, to designate a beneficiary and to select an optional settlement. The information is required by law, 38 USC, Section 1922.
2. The data collected on these forms are used by Department of Veterans Affairs (VA) to determine the veteran's eligibility for insurance.
3. VA Form 29-4364 is available on the One-VA web site in a fillable electronic format and the VA Insurance website. VBA is currently hosting this form on a secure server and does not currently have the technology in place to allow for the complete submission of the form. VA Form 29-0151 is released to the veteran when he/she is first notified of their disability rating. This form is not available to the general public. Validation edits are performed to assure data integrity. Efforts within VA are underway to provide a mechanism to allow the information to be submitted electronically with a recognized signature technology. There currently is no utility process in place that will allow the data submitted on the forms to be incorporated with an existing centralized legacy database.
4. The information is not contained in any other VA records. Similar information is not available elsewhere.
5. The information does not involve any small businesses.
6. These forms are designed for use by the insured to apply for Service Disabled Veterans Insurance, to designate a beneficiary and to select an optional settlement.
7. There are no special circumstances requiring that the collection of information be conducted in a manner inconsistent with the guidelines in 5 CFR Section 1320.6.
8. The Department notice was published in the Federal Register on April 21, 2008 (Volume 73, Number 77), page 21410. There were no comments received.
9. The information collected is supplied by the respondent. No remuneration is made.
10. The information collection conforms with the Privacy Act of 1974 and is subject to the conditions of disclosure contained therein. The records are maintained in the system identified as 36VA00, "Veterans and Armed Forces Personnel United States Government

Life Insurance Records - VA” as contained in the Privacy Act Issuances, 1993 Compilation.

11. There are no questions of a sensitive nature.

12. We estimate that approximately 4,250 forms a year will be received. We also estimate that it will take approximately 40 minutes to complete these forms. We arrived at this estimate by initiating a trial with a VA staff member unfamiliar with the forms. The annual burden is 2,833 hours.

13. This submission does not involve any record keeping costs.

14. Cost to Government:

\$2,241.00	Estimated mailing cost (4,250 X 2 minutes per form X \$7.45/hour (average salary for station mail personnel) plus 4,250 X 27.9 cents each (presort discount)).
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\$1,121.00	Estimated cost for collections (4,250 X 2 minutes per X \$7.91/hour (average salary of station collections personnel)).
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\$95,625.00	Estimated cost for processing (4,250 forms X 120 minutes per form X \$11.25/hour (average salary for reviewers)).
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\$150.00	Estimated printing costs (5,000 X \$30/1,000 forms).
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\$99,137.00	Total cost to the Government.
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\$42,495.00	Cost to reporting public (2,833 hours X \$15/hour).
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15. There is no change in respondent burden.

16. The information is collected for insurance purposes only and there are no plans for publication.

17. The collection instruments, VA Form 29-4364 and 29-0151, may be reproduced and/or stocked by the respondents and veteran service organizations. These VA forms do not display an expiration date, and if required to do so would result in unnecessary waste of existing stock of these forms. These forms are submitted to OMB for approval every three years. As such, this date requirement would also result in an unnecessary burden on the respondents and would delay Department action on the benefit being sought. VA also seeks to minimize its cost to itself of collecting, processing and using the information by not displaying the expiration date. For the reasons stated, VA continues

to seek an exemption that waives the displaying of the expiration date on these VA forms.

18. There are no exceptions to the certification statement identified in Item 19 of OMB Form 83-I.

Statistical Methods

This data collection does not employ statistical methods.