

SUPPORTING STATEMENT FOR PAPERWORK REDUCTION ACT  
SUBMISSION

Public Information Collection requirements Submitted for Public Comments and Recommendations: Women, Infants, and Children Overseas Program Eligibility Determination

**A. JUSTIFICATION**

1. Need and Use

The collection instrument is solely used for recipients requesting eligibility to receive WIC Overseas benefits. This information collection will be used by the WIC Overseas program to determine eligibility and certification for services received.

Authority is PL 106-65, Section 674, "Overseas Special Supplemental Food Program."

2. Purpose and users of the information

This collection instrument is for use by contractor staff within the WIC Overseas offices. The information collected is used to determine eligibility for WIC Overseas supplemental foods and nutrition education services. The WIC Overseas program provides special supplemental food and nutrition education services to eligible families overseas whose members have been determined to be at nutritional risk. The benefit is similar to the benefit provided under the domestic WIC program.

3. Information Collection Techniques

The information collection technique is entirely automated. Information is collected from members in person or via telephone by contractor personnel. The information collected from members is entered into a Coupler program which calculates the data collected to determine eligibility to receive WIC Overseas services. There is not a paper form for collection of this information.

4. Duplication and Similar Information

There is no duplication of data collection. The uniqueness of each request for eligibility is based on household income and individual nutritional information collected. Files are maintained according to sponsor's Social Security Number (SSN).

5. Small Business

This collection of information does not involve small businesses or other small entities.

## 6. Less Frequent Collections

The certification period for the WIC Overseas program is for a six month period; members participating in the WIC Overseas program must apply for recertification upon expiration of the certification period. Information collected to determine initial eligibility is collected at the time of certification or re-certification. Eligibility for pregnant women is up to 6 weeks postpartum, breastfeeding woman is up to 1 year postpartum, infants breastfed and non-breastfed up to age one, and children up to their fifth birthday.

## 7. Special Circumstances

There are no special circumstances for the collection of information for this program.

## 8. Federal Register Notice/Consultations

The Federal Register Notice for this collection of information was published on December 29, 2009 (74 FR 68798). No comments were received.

The questions used in the WIC Overseas coupler software were developed as a result of consultation with the U.S. Department of Agriculture (USDA), military Services, and the Defense Commissary Agency (DeCA). The questions are required for recipients to answer as part of the eligibility determination process and were provided to the WIC Overseas contractor who is responsible for collecting the information necessary to determine eligibility and certification for WIC Overseas services.

## 9. Payment/Gift to Respondents

None.

## 10. Confidentiality

The Privacy Act Statement on the software program indicates that the computer system including all related equipment, networks and network devices (specifically including Internet access), are provided only for authorized U.S. Government use. DoD computer systems may be monitored for all lawful purposes to ensure that their use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability and operational security.

## 11. Sensitive Questions

There are questions asked that are sensitive in nature that are pertinent as part of the eligibility determination process.

12. Burden Estimated (hour)

The total annual hour burden for the respondents of 187.5 hours is based on an annual projected use of 375 individuals. The burden is based on an estimated two 15 minute sessions to answer questions to determine initial eligibility and recertification.

13. Cost to Respondents

None.

14. Cost to the Federal Government

The annualized cost to the Federal government is based on the total number of recipients requesting benefits or reapplying for certification (currently 375 recipients twice in a 12 month period).

The cost is as follows:

a. WIC Overseas Contractors Average Administrative Cost per request for benefits:  $\$6.71 \text{ per claim} \times 750 = \$5,032.50$ .

15. Change in Burden

There is no change in burden. This is an extension of a previously approved collection.

16. Publication/Tabulation

There are no plans to publish or tabulate the information collected.

17. Expiration Date

Approval is not sought for avoiding display of the expiration date.

18. Exceptions to the Certification Statement

No exceptions to the certification statement are being sought.

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

This entire section is non-applicable because the information collection does not utilize any statistical methods.