

Supporting Statement  
*Application for Trusteeship*

A. JUSTIFICATION

1. According to Department of Defense (DoD) Financial Management Regulation 7000.14-R, Volume 7B, IC R04-00, paragraph 1604, “All applications to appoint a trustee and related documentation should be submitted to DFAS-CL, Continuing Government Activity (CGA), PO Box 998021, Room 2323, Cleveland, OH 44199-8021. While next-of-kin or other relative of the retiree ordinarily is preferred for designation as trustee unless a committee, guardian, or other legal representative is appointed by a court of competent jurisdiction. If more than one qualified person applies to be named as trustee for mentally incompetent retiree, the Director, DFAS Cleveland Center shall determine which applicant is a more appropriate trustee.”
2. The DD form 2827 is used by the Directorate of Retired Pay, Defense Finance and Accounting Service, Cleveland Center (DFAS-CL), to determine proper entitlement of an incompetent member. The incapacity must be substantiated by a current medical evaluation board report. If the medical board report certifies the incompetence, the trustee is then paid until the demise of the member or trustee, or evidence of the misuse of the funds. If the form with the completed certification is not received, the retired payments are suspended.
3. The DD form 2827 is available in fillable PDF format or fillable FormFlow versions from the DoD Forms repository on the World Wide Web. Respondents may complete the form online, print and fax or mail the completed form for processing. The DFAS eForms Modernization initiative is in the process of transitioning to electronic data capture from the DFAS web site for all DoD customers.
4. Investigation resulted in no findings of duplication of reporting or records. No similar information or verification procedures currently exist that can be used for this information.
5. This collection of information does not have a significant impact on small businesses or other entities.
6. If DFAS-CL does not receive the information, retired payments are suspended. The requirement to complete the form ensures and helps alleviate the opportunity for fraud and abuse of member benefits.
7. There are no special circumstances that would require this collection to be conducted in a manner inconsistent with 5 CFR 1320.5(d)(2).
8. The Federal Register notice for this collection of information was published on April 23, 2010, page 21247. No public comments were received.

9. No payment or gift will be provided to respondents, other than payments paid as entitlements resulting from meeting eligibility requirements.
10. DFAS-CL certifies that the information collected is maintained in accordance with the Privacy Act of 1974, and OMB Circular A-130, Management of Federal Information Resources. Disclosure of the Social Security Number (SSN) is used for positive identification due to the payment of a benefit. A Privacy Act Statement is on the form.
11. Questions of a sensitive nature such as those pertaining to sexual behavior and attitudes, or religious beliefs are not asked. A brief description of the reason for medical incapacitation is required to determine eligibility for payment.
12. Estimation of Respondent Burden:  
Number of Respondents 75  
Responses per Respondent 1  
Time Required per Response 15 minutes  
Total Burden Hours 19 hours
- Annual Cost to Respondent:  
The estimate of annualized cost to respondents for the hours of burden for the collection of information is \$457. The hours of burden are based on the average hourly rate of \$24.10 for a GS-11, Step 1, as published in the Federal Civil Service 2010 Pay Structure.
13. There are no additional costs, such as start-up or capital costs, to the respondents.
14. Estimated annualized cost associated with government review totals \$181.00.  
Material:  
Printing: 100 forms per year @ \$0.10 = \$10.00  
Mailing: 75 forms per year @ \$0.44 = \$33.00
- Labor & Overhead to Process Forms:  
Based on GS-11, Step 1, hourly wage of \$24.10  
(\$24.10 x 5 minutes = \$2.01 x 75 forms) = \$151.00  
\$194.00
15. This is an extension with no changes of a previously approved collection.
16. The information collected will not be published or tabulated.
17. Approval is not sought to avoid display of the expiration date.
18. There are no exceptions to the certification statement identified in Item 19 of the OMB Form 83-I.

**B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS.**  
Statistical methods are not employed in this collection of information.