

SUPPORTING STATEMENT: 0702-0073

U.S. Army ROTC 4-Year College Scholarship Application

A. Justification

1. **Need for Information Collection.** The Army ROTC Program produces approximately 80 percent of the newly commissioned officers for the U.S. Army. The Army ROTC scholarship is an incentive to attract men and women to pursue educational degrees in the academic disciplines required by the Army. The application form (CC Form 114-R, Aug 06) is the means to collect the needed information from high school students to ensure the high quality of commissioned officers and meet officer accession requirements. Title 10, Chapter 103, Sec. 2107, provides the legal authority for implementing the program and collecting the required information. A copy of the appropriate sections is attached.
2. **Use of Information.** The applications are available through the Internet and upon request. Applicants are high school students. After the application is completed, it is submitted to Headquarters, cadet Command for review and screening. The applicant's high school will be sent an Email requesting they verify certain information contained on the student's application. Applicant's information is distributed to 270+college and university Army ROTC departments for selection of scholarship recipients. Applicants are eligible for four-year or three-year advance designated scholarships.
3. **Improved Information Technology.** Improved information is used to the maximum extent possible. Applicants are now able to apply over the Internet to HW, Cadet Command if they choose to do so. With the improved technology, 63% of applicants are being submitted in-line or electronically. Information on applicants is available to schools for review over the Internet.
4. **Efforts to identify Duplication.** No similar information is available elsewhere. Verification of activities, academic progression and authentication by school officials is necessary to ensure accuracy of information not available elsewhere.
5. **Methods Used to Minimize Burden on Small Entities.** Collection of this information does not have a significant impact on small businesses.
6. **Consequences of Not Collecting the Information.** The information is collected annually. If the academic, educational and extracurricular background of potential applicants were not collected, a more burdensome academic examination would be required to screen highly qualified prospective applicants. Failure to collect this information would severely constrain the Army's capability of selecting highly qualified officer candidates.
7. **Special Circumstances.** There are no special circumstances that require this collection to be conducted in a manner inconsistent with the guidelines in 5 CFR 1320.5(d)(2).

8. Agency 60-Day Federal Register Notice and Consultations. This information collection was published in the federal register on December 31, 2009, Volume 74, Number 250, pages 69332 and 69333; copy attached. No comments were received. Telephone conversations and written comments with Professors of military Science at each host school provide the basis for outside consultations.

9. Payments to respondents. No payment or gift will be provided to the respondents.

10. Assurance of Confidentiality. The information collection will fully comply with the *Privacy Act of 1974* and Office of Management and Budget requirements for maintenance of records. Army Privacy Act System Notice AO145-1b TRADOC applies.

11. Sensitive Questions. No questions of a sensitive nature, such as sexual behavior and attitudes, or religious beliefs will be asked. Items of physical description; i.e., race, gender, etc., are requested for information purposes only, and are not a factor in determining eligibility. Results of data collected provide essential descriptive statistical data used for program management and planning.

12. Estimates of response Burden and Annual Cost to the Respondent.

Number of respondents: 13,508

Responses per respondent: 1

Number of responses: 13,508

Response Time: 45 minutes

Annual Response: 10,131

Bases on a salary equivalent of a GS Grade 4, Step 1 @ \$12.73 per hour X 1,460 hours: \$18,585.80. However, this is an estimate due to the vast differences in student employment activities.

13. Estimates of Cost Burden to the Respondent. Other than the costs associated with the burden discussed above, there are no additional capital, start-up, or operational maintenance costs (O&M) imposed on the respondents.

14. Estimated Annualized Cost to the Federal Government. Annual cost to the Government for the processing of the applications is estimated at \$358,695.00.

Processing and Administration - \$358,695

IT Support and Equipment - \$ 20,625

Printing and mail Support - \$ 65,000

15. Changes in Burden. This is a review of a previously approved collection of information for which approval will expire. There is an increase in burden hours due to an increase in applicants.

16. Publication Plans/Time Schedule. There are no plans to publish the information collected.

17. Approval Not to Display Expiration Date. Approval not to display an expiration date is not being sought.

18. Exceptions to the Certification Statement. No exceptions to the certification statement are being sought.

B. Collections of Information Employing Statistical Methods

This collection of information does not employ statistical methods.