

## SUPPORTING STATEMENT

### A. Justification

1. An assessment of an applicant's qualifications for an NROTC Scholarship is necessary to ensure that the NROTC Selection Board has the information needed to select the best qualified candidates. In order to make this assessment, it is necessary to have information from the applicant, high school administrators, teachers and other adults. This information details the applicant's experience, academic ability, leadership, physical readiness, moral character and overall eligibility for an NROTC Scholarship. Title 10 USC Section 2107 is the legal authority for this collection (copy attached).
2. Information is provided by the applicant, high school administrators, teachers and other adults well acquainted with the applicant. The information gathered is used by formal selection board to determine applicant's eligibility and qualifications for an NROTC Scholarship. Lack of such information would severely limit the NROTC Selection Board's knowledge of an applicant's potential for success in college.
3. The applicants fill out the forms either on-line through the INTERNET or on printed copies of the form. When they are received, the forms are organized for use by the selection boards. 100% of the forms are now completed on-line.
4. No similar/duplicated information is available in any other forms or documents used in the NROTC application process.
5. No small businesses are burdened by this collection of information.
6. If the information is not collected, the Navy has no way to select scholarship applicants.
7. The applicants are required to complete the form for the year in which they apply.
8. The notice appeared in the Federal Register/ Vol. 72, No. 23, February 5, 2007/Notices, pages 5277-5278. A copy of the notice is enclosed. No public comments have been received. Periodic discussions are held among NROTC staff; Commander, Navy Recruiting Command Recruiters; and respondents to obtain input regarding the data collected. No complaints have been received about the application.
9. No payment or gift will be provided to respondents.

10. The student applying for the scholarship is advised in the Privacy Act statement on each form of the legal authority and purpose of the forms. The purpose of the form is to determine eligibility for NROTC Scholarships. There are four separate portions of the application that must be provided to other individuals selected by the applicant. These individuals are requested to provide information on or evaluate the applicant. Each individual may select confidentiality or decline it. It is agency policy to maintain confidentiality of these recommendations to enhance the likelihood of receiving completely honest evaluations.

11. No information of a sensitive nature is required beyond that of race/ethnicity (which is optional) and gender. The information concerning race/ethnicity and gender is used for statistical analysis of the NROTC program. Minority applicants can be actively pursued to encourage submission of application. These items are essential to an efficient, cost-effective, objectives-oriented recruiting campaign, while no service or benefits are denied to potential applicants based on this information. SSN is used for identification/tracking purposes. If the military system changes, using another unique identifier, so will Navy.

12. Estimates of burden:

Number of respondents:	14,000
Frequency:	On occasion
Annual burden hours:	56,000
Responses per respondent:	1
Average burden per response:	4 hours

Estimated cost to respondent: Approximately 4 hours or less, one time.

Hour burden estimates for each form:

Application Personal Data record - 25 minutes  
Applicant College Preference and Current Studies - 15 minutes  
Personal Statement - 60 minutes  
Applicant Activity Record - 30 minutes  
Drug Statement - 20 minutes  
Math/English Teacher evaluation - 50 minutes  
Other Evaluation - 25 minutes  
School Official Data - 15 minutes

13. There will be no additional cost burden to the respondents.

14. Estimated cost to the Federal Government:

<u>Form Production</u>	
Cost per form:	\$ .54
Forms printed per year:	1000
Total annual cost:	\$540

Form Retrieval

Estimated annual respondents: 14,000  
Cost per respondent: \$ .40  
Estimated annual cost: \$5,600

Form Processing

Estimated number of forms processed: 14,000  
Estimated number of forms processed per hour: 7  
(at 23.05)  
Estimated annual cost: \$46,100

Total annual cost to the Federal Government: \$52,240

15. This is an extension of a previously approved request for which there is not a change in the burden.

16. The results of this information collection will not be published.

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

18. There will be no exceptions to the certification statement identified in item 19, "Certification for Paperwork Reduction Act Submissions," of OMB Form 83-I.

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

This information collection does not employ statistical methods.