

Peace Corps Digital Library
(OMB Control No. 0420-xxxx)
Supporting Statement

Section A: Justification

1. The Peace Corps Office of Communications' activities support Peace Corps' third goal to "promote . . . a better understanding of other peoples on the part of the American people." 22 USC § 2501. The Peace Corps Digital Library project gathers and makes accessible to the public, via the internet, stories, photos and videos of Peace Corps Volunteers who have served in 139 countries over the past 50 years. This will help promote a better understanding of other people on the part of the American people by publically sharing, through photos, stories, and videos, cultural exchanges between host communities and Peace Corps Volunteers.

2. The Peace Corps Digital Library will collect stories, photos, and videos from current and returned Peace Corps Volunteers and current and former Peace Corps staff who are interested in voluntarily submitting a story, video and/or photos to the Peace Corps Digital Library. Peace Corps is seeking approval for this information collection to the extent that the collection seeks information from returned Volunteers and former staff. In the submission process, current and returned Peace Corps Volunteers will provide to the Peace Corps basic contact information (full name, city, state, country, phone number, email address) and information about their Peace Corps service (years of service, country, and sector of service). Current and former Peace Corps staff will provide basic contact information (full name, city, country, phone number, email address) and information about their employment with Peace Corps (years of employment and country).

This information is used to add material to the digital library on the Peace Corps website; provide stories and photos for use in exhibits, news articles and events about the Peace Corps; and assist in documenting the history of the Peace Corps as experienced by its Volunteers and staff over the years.

The information will be collected via an online submission form. The form will live on six separate web pages in order to direct the submitted file to the appropriate digital library collection in the back end database. However, the personal information collected will be the same (see attached collection form mock up). The six different pages are for (1) Current or returned Peace Corps Volunteers submitting photos; (2) Current or returned Peace Corps Volunteers submitting stories; (3) Current or returned Peace Corps Volunteers submitting videos; (4) Current or former Peace Corps staff submitting photos; (5) Current or former Peace Corps staff submitting stories; (6) Current or former Peace Corps staff submitting video. The information is collected once per photo, video, or story submission.

Peace Corps will post on its website in the digital library collection the respondent's, title of and description for the submitted material. Peace Corps will use the respondent's contact information in case there are any questions about the submitted material. Peace Corps will use information about the respondent's service/employment in order to verify the returned Volunteer or former staff member's status with the agency before Peace Corps adds the digital material to its public collection.

3. The information will be collected through an online form found in the digital library section of the Peace Corps website at <http://www.peacecorps.gov/collection>. The information is sent to a secure, password-protected database accessible only to those Peace Corps staff members whose work duties require such access.

4. The Peace Corps has reviewed this form in order to identify and avoid duplications. No duplications were found.

5. The collection of information does not impact small businesses or other small entities.

6. Peace Corps uses the photo and video collection as one means to accomplish the third goal of the Peace Corps. Without this collection, Peace Corps would lack this significant means of accomplishing its third goal.

7. There are no special circumstances.

8. The agency's 60 and 30 day notice was published in the Federal Register on October 17, 2011 (76 FR 64127) and July 9, 2012 (77 FR 40386), respectively. No public comments were received.

9. To encourage submissions of photos and/or stories, Peace Corps may hold contests. We may offer recognition in full compliance with federal appropriations law. Recognition includes highlighting the photo, story or video asset submitted to our digital library on social media, the Peace Corps website, or through other Peace Corps media channels. The awards are never monetary. No additional information is collected for the contests beyond what is necessary to contact the contestants.

10. No confidentiality assurances are provided to respondents.

11. The registration form does not contain any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, etc.

12. Number of Respondents:	1000
Frequency of Response:	1
Completion Time:	<u>x 15 minutes</u>
Total Annual Hour Burden:	250 hours

13. Cost estimate to the respondent: \$0.00. The respondent provides all information to the Peace Corps electronically, therefore not incurring any cost for the submission.

14. Online Form Development: \$0
Employee labor to collect information:
Employee \$25/hour x 600 labor hours/fiscal year=
Cost to the Federal Government (2012): \$15,000.00

NOTE: The above cost of \$15,000.00 annually refers to the cost of processing the submitted digital asset from the respondent.

15. There are no program changes or adjustments.

16. The Office of Communications will publish selected stories, photos and videos from respondents on its external website, which began in 2009. Collection of information does not employ statistical methods.

17. The information collection for four of the six forms is currently in use without current OMB approval. The staff video submission form, and volunteer video submission form currently do not exist, but we plan on developing in 2013. Once OMB approval is received the agency will display the expiration date for Office of Management and Budget approval of the information collection on all instruments related to the information collection.

18. The agency is able to certify compliance with all provisions under Item 19 of OMB Form 83-1.

Section B: Collection of Information Employing Statistical Methods

The collection of information does not employ statistical methods.