

## **Part A. Justification:**

### **1. Necessity of Information Collection**

Section 11015 of the 21st Century Department of Justice Appropriations Authorization Act (P.L. 107-273) requires the Department of Justice to prepare and maintain a list of annuity brokers who meet minimum qualifications for providing annuity brokerage services in connection with structured settlements entered by the United States. The Attorney General is required to transmit the list, and any updates to such a list, to all United States Attorneys. The Civil Division assists in compiling the list for the Department. See 28 C.F.R. § 50.24.

This collection was previously approved by OMB on three separate occasions. The Department of Justice is now submitting this information collection for approval for the standard three-year period. The information collection itself has not changed.

### **2. Needs and Uses**

The information submitted by individual brokers on the Declaration required by the Attorney General is used to determine if the applicant is eligible to be included on the list of structured settlement brokers. The Civil Division evaluates the information provided and determines whether the applicant meets the minimum qualifications.

### **3. Efforts to Minimize Burden**

The Declaration is the most efficient means for obtaining the information necessary to evaluate an individual's eligibility. The Declaration is designed to be easily understood by all applicants. The Declaration is the only document that needs to be signed and submitted by an applicant. The Declaration is the only information that will be considered in determining whether an applicant meets minimum qualifications. Currently, the Declaration is electronically available at the Civil Division's web site. However, the Department will not move toward electronic submission of Declarations because original signatures are required to establish eligibility.

### **4. Efforts to Identify Duplication**

This is the only effort by the Department of Justice to develop and maintain a list of structures settlement brokers that complies with the 21st Century Department of Justice Appropriations Authorization Act (P.L. 107-273).

### **5. Methods to Minimize Burden on Small Business**

The Declaration will be completed by individuals only.

### **6. Consequences of Less Frequent Collection**

The 21st Century Department of Justice Appropriations Authorization Act (P.L. 107-273) requires the Attorney General to create the list within 6 months of enactment and to update the list. Each broker must submit new declaration annually to be included on updated lists.

#### 7. Special Circumstance Influencing Collection

There are no special circumstances that would cause an information collection to be conducted in any unusual manner (including the specific circumstances identified in the instructions for question 7).

#### 8. Federal Register/Consultations

The 60- and 30-day notices were sent to the Federal Register for publication and public comment. See xx Fed. Reg. xx; xx Fed. Reg. xx. The Civil Division has reviewed the Annuity Brokers Declaration and any comments received from the public will be carefully reviewed to determine if any changes are needed.

#### 9. Payment or Gift to Respondents

No payment or gift will be provided to applicants for filling out the form itself.

#### 10. Assurance of Confidentiality

There is no assurance of confidentiality. Any release of information will conform to the stipulations of the Privacy Act Authorization for Release of Information that applicants sign as part of the Declaration.

#### 11. Justification for Sensitive Questions

There are no sensitive questions on the application form.

#### 12. Estimate of Hour Burden

An estimated 300 respondents will complete this application form annually at an average response time of one hour per respondent.

300 respondents X 1 hour per respondent = 300 burden hours

#### 13. Estimate of Cost Burden

We estimate the cost burden to applicants to be \$0.46 per application. This figure is a result of the cost of postage.

300 respondents X \$0.46 per response = \$138 cost burden

#### 14. Estimated Annualized Cost to Federal Government

We estimate the annualized cost to the government to be \$1,000. This cost estimate is based on the cost of support staff to provide administrative processing of the forms and the equipment costs to process the forms. A brief survey of budget and litigation support personnel yielded the \$1,000 estimate.

15. Reasons for Program Changes

N/A

16. Plans for Publication

There are no plans for publication of the list.

17. Expiration Date Approval

We are not seeking approval to prevent the display of the expiration date.

18. Exceptions to Certification Statement

There are no exceptions to Item 19 of OMB form 83-I.

**Part B. Statistical Methods:**

We will not be employing statistical methods in this information collection.