

Peace Corps—Office of Third Goal and Returned Volunteer Services
Paul D. Coverdell World Wise Schools Correspondence Match Educator Enrollment Form
OMB Approval Numbers: 0420-0540 (Online form)
Supporting Statement

Section A: Justification

1. The Office of Third Goal and Returned Volunteer Services' activities and publications support Section 2 of the Peace Corps Act, 22 U.S.C. § 2501, which states that one of the agency's missions is to "promote a better understanding of other peoples on the part of the American people." The Paul D. Coverdell World Wise Schools Correspondence Match program connects an educator and his or her students in the United States with a Peace Corps Volunteer serving overseas. The correspondence between the Volunteer, the educator, and the students, which can be letters, emails, video, video conferencing or phone calls, can be used to foster classroom activities and learning experiences relating to the Volunteer's country of service and the Peace Corps. In order to participate in the program and be matched with a Volunteer, the educator must complete the Correspondence Match Educator Enrollment Form.

This is one of several World Wise Schools programs aimed at sharing the experiences of Peace Corps Volunteers and returned Peace Corps Volunteers with schools and students in the U.S.

2. The Correspondence Match Educator Enrollment Form is the first point of contact between the Peace Corps and the participating educator. It is Coverdell World Wise Schools' source of information from educators interested in participating in the Correspondence Match program. The information is used to make a suitable match between the educator and a Peace Corps Volunteer serving overseas, based on the educator's preferences. The information will be collected as educators choose to enroll, or continue participation, in the Correspondence Match program.
3. To improve efficiency in program administration and speed of enrollment, the information will be collected from an online form on the Peace Corps Coverdell World Wise Schools' website. The electronic submission of information is sent to the Coverdell World Wise Schools' email inbox, wwsinfo@peacecorps.gov.
4. The Peace Corps has reviewed this enrollment form in order to avoid and identify duplications. While other Coverdell World Wise Schools forms collect some overlapping types of information, such as name, school affiliation, and contact information, each form is specific to a particular program offered to educators by Coverdell World Wise Schools and each form is distinctive in the additional information requested of the voluntary educator participant. Furthermore, the educators participating in the Coverdell World Wise Schools Correspondence Match program are generally not the same as those participating in other World Wise Schools programs. None of the forms for other programs collect the information needed to make a suitable match in the Correspondence Match program between currently serving Peace Corps Volunteers and educators.
5. The collection of information does not impact small businesses or other small entities.

6. This information cannot be collected less frequently than annually, nor does similar information exist, since each year a substantially different group of educators may participate in the program and Peace Corps has approximately a fifty percent change in its Volunteers. This information is collected each time an educator enrolls or re-enrolls in the Correspondence Match program. Re-enrollment occurs at the conclusion of the matched Peace Corps Volunteer's completion of service, early termination, separation, or evacuation.

7. There are no special circumstances.

8. The agency's 60 Day Federal Register Notice was published in the Federal Register on January 31, 2014 [79 FR 5471]. No public comments were received during the 60-day period. The agency's 30-Day Federal Register Notice was published on April 14, 2014 [79 FR 20925].

9. No payment or gift is provided to respondents.

10. Assurance of confidentiality provided to respondents is on the Privacy Act notice on the bottom of the electronic form. Information collected with this form is retained in PC-29.

11. No questions of a sensitive nature are asked.

12. Number of Respondents: 3,000

This number of respondents changed from 10,000 to 3,000 because fewer teachers are currently signing up for the program.

Frequency of Response: 1

Completion Time: x 10 minutes

Total Annual Hour Burden of Respondents: 500 hours

13. There is no total annual cost burden to respondents or record keepers.

14. Agency Cost estimates:

a) There is no start-up component associated with this submission as this is an OMB approved enrollment form currently in use and up for renewal and minor adjustment.

b) Estimated labor costs associated with processing and maintaining the collected information

Program Analyst:

\$32.00/hour x 835 labor hours (40% of time)/fiscal year = \$26,720.00

Program Support Assistant:

\$20.00/hour x 625 labor hours (25% of time)/fiscal year = \$12,500

Federal Work Study students:

\$10.00/hour x 375 labor hours (75% of time)/fiscal year = \$3750.00

Total Labor Costs to the Federal Government (2014): \$42,970.00

15. There is an increase in the Total Labor Costs to the Federal Government because there were some miscalculations in the 2010 estimate.

16. No questions of a sensitive nature are asked.

16. Coverdell World Wise Schools will not publish the results of the enrollment information. Collection of information does not employ statistical methods. The enrollment form is intended for continuous use.

17. The agency plans to display the expiration date for Office of Management and Budget approval of the information collection on all instruments.

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

Section B: Collection of Information Employing Statistical Methods

The collection of information does not employ statistical methods.