



RESEARCH
AND ENGINEERING

ASSISTANT SECRETARY OF DEFENSE
3030 DEFENSE PENTAGON
WASHINGTON, DC 20301-3030

FEB 26 2016

MEMORANDUM FOR DEFENSE PRIVACY AND CIVIL LIBERTIES OFFICE

THROUGH OSD/JS PRIVACY OFFICE

SUBJECT: Justification for the Use of Social Security Number, for the Science, Mathematics, And Research for Transformation Program

The Science, Mathematics, And Research for Transformation Program (SMART) is a Department of Defense (DoD) funded scholarship for service program. Participants are selected by DoD laboratories (i.e. Sponsoring Facility (SF)) in one of 19 Science, Technology, Engineering, and Mathematics (STEM) disciplines for a scholarship that pays for tuition, books, medical insurance and stipend payments. In return, upon graduation, the participants agree to work at a SF for each year they were in the program.

The justification for the use of the Social Security Number (SSN) is for financial and reporting reasons as required by the Department of Treasury. Through a grant funded by the DoD, the American Society for Engineering Education (ASEE) provides SMART Scholarship participants with monthly stipend payments as well as book allowance, a medical allowance and associated education fees. Tuition payments are made by ASEE on behalf of the participants directly to the academic institution.

As required in DoDI 1000.30, the acceptable use for the SSN has been identified as (7), Federal Taxpayer Identification Number. The SSN is used as an identity credential pursuant to Internal Revenue Service (IRS) regulations since some of the monies provided to the participants is considered taxable income and therefore, must be reported to the IRS by ASEE. Additionally, ASEE provides the SMART participants an IRS Form 1099-MISC. ASEE has entered into a contract and a grant with the DoD in order to provide payments on behalf of the DoD for the purpose to pay SMART Participant's tuition and stipend. The IRS Form 1099-MISC requires the recipient of payments to possess an identification number. This identification number is the participant's SSN. As required by the IRS, a SSN is necessary in order to file a federal tax return. Additionally, if a SMART Participant does not fulfill their service commitment to the DoD the SSN is a requirement in order to initiate debt collection. Therefore, it is necessary that the SSN number be provided.

The applicable System of Record Notice (SORN) is DUSDA 14, Science, Mathematics, and Research Transformation Information Management System. The full SSN is protected in a way consistent with the safeguards established in the SORN.

A handwritten signature in black ink, appearing to read 'Robin Staffin', written in a cursive style.

Dr. Robin Staffin
Director, Basic Research/STEM
Office of the Assistant Secretary of Defense for
Research and Engineering (ASD (R&E))

cc:USD(P)