

# Memo

**To:** Joe Nye  
**From:** Melody Braswell  
**Date:** March 22, 2019  
**Re:** Non-substantive change request to OMB# 1103-0118

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The non-substantial changes made to this data collection/collection instrument were to reorder a section to its proper location, and clarify the wording and requirements on several sections. We made these changes as a result of the prior document being our first data collection, and making updates per the feedback we received from our applications.