



**DEPARTMENT OF THE AIR FORCE  
AIR FORCE RESEARCH LABORATORY  
AIR FORCE OFFICE OF SCIENTIFIC RESEARCH (AFOSR)**

September 27, 2021

MEMORANDUM FOR DEFENSE PRIVACY, CIVIL LIBERTIES, AND TRANSPARENCY DIVISION

THROUGH: Department of Air Force (AFRL/AFOSR/RTC)

SUBJECT: Justification for the Use of Social Security Numbers (SSNs) for the National Defense Science and Engineering Graduate (NDSEG) Fellowship Program

1. The NDSEG contractor, Integrated Technology Solutions-Joint Venture (ITS-JV), 1020 Woodman Drive, Dayton OH 45402, is responsible for 100% of the daily management and execution of the NDSEG program. ITS-JV administers the complete NDSEG fellowship from application to award management. During the application and award process, PII information is collected (to include SSN) and may be utilized to execute the fellowship pass through funds (stipends, tuition, health insurance, and travel), financial institution, and IRS information. However, the NDSEG application review, rank, and selection process is done via blind application where all PII is redacted, and each applicant is assigned a unique applicant ID number.
2. Based on the PIA is utilized to collect information from respondents/applicants who are recent baccalaureate graduates, masters, and/or current Ph.D. candidates (within the first two years of their coursework) who will ultimately receive doctorates from US institutions that align to programs in science and engineering in disciplines of DoD relevance) for the purpose of applying for the NDSEG fellowship program.
3. The justification for continued authorized uses of NDSEG fellows' SSN is found in DoDI 1000.30, Acceptable Uses, Interactions with Financial Institutions. Financial institutions may require that individuals provide the SSN as part of the process to open accounts. Therefore, it may be required to provide the SSN for systems, processes, or forms that interface with or act on behalf of individuals or organizations in transactions with financial institutions. The SSN is required for the distribution/execution of financial matters (monthly stipends) for the NDSEG fellowship tenure.
  - 3a. The NDSEG application for 2022 and beyond will be a blind application with PII information redacted.

For questions related to this memorandum, contact Ellen M. Robinson, DoD NDSEG Program Manager, [ndseg.afosr@us.af.mil](mailto:ndseg.afosr@us.af.mil), 703-588-8527.

A handwritten signature in black ink, appearing to read "Neville A. D. Thompson", is positioned above the typed name.

Neville A. D. Thompson  
AFOSR/RTC  
Branch Chief, Science and Engineering Collaboration