SUPPORTING STATEMENT FOR
DEPARTMENT OF JUSTICE CERTIFCATION LETTERS FOR T-VISA HOLDERS

A. JUSTIFICATION

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.

Eligible non-citizen victims of human trafficking victims are entitled to petition the U.S. Citizenship and Immigration Services (USCIS), Department of Homeland Security (DHS), for temporary non-immigrant "T visas" pursuant to 8 U.S.C. § 1101(a)(15)(T). T visas allow qualifying human trafficking victims to legally remain in the U.S. for up to 4 years if they comply with reasonable law enforcement requests for assistance. 8 U.S.C. § 1101(a)(15)(T). Minors and those too traumatized to assist are exempt from assisting law enforcement. 8 U.S.C. § 1101(a)(15)(T)(i)(III).

Qualifying T visa holders can petition DHS to adjust to Lawful Permanent Resident status if they meet statutory requirements under 8 U.S.C. § 1255(l). To apply for an adjustment of status, a T visa holder must have remained continuously present in the U.S. for at least 3 years, or until completion of the investigation or prosecution, whichever is shorter. § 1255(l); 8 CFR § 245.23(a). To apply for early adjustment of status within 3 years of receiving the T visa, the T visa holder must establish that the "Attorney General has determined that the investigation or prosecution is complete." 8 U.S.C. § 1255(l)(A). To establish their eligibility for early adjustment with USCIS, applicants with less than 3 years of continuous physical presence as T visa holders "must submit a document signed by the Attorney General or their designee, attesting that the investigation or prosecution is complete." 8 CFR § 245.23(e)(2)(i)(B).

In order to determine whether the Department of Justice (DOJ) should issue certification letters pursuant to 8 U.S.C. § 1255(l)(A) and 8 CFR § 245.23(e)(2)(i)(B) to T visa holder applicants, DOJ requests that applicants provide the following information:

1. The applicant's name and Alien Number issued by USCIS
2. A copy of the petitioner's T visa (USCIS Form I-797 Notice/I-94)
3. The name of the alleged perpetrator(s) of human trafficking
4. The name and contact information of all law enforcement agent(s) to whom the case was reported as well as the approximate date(s) the report(s) was/were made;
5. The outcome of any law enforcement investigation and/or prosecution related to the case; and
6. Any documentation such as court orders, law enforcement reports, letters, or email correspondence confirming that the investigation and/or prosecution is complete.

2. **Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**

DOJ uses the information and documentation provided by the T visa holder applicant to determine whether a DOJ certification letter should issue to the applicant. If DOJ cannot make that determination based on the information and documentation provided by the applicant alone, DOJ attempts to reach out to the identified law enforcement agency officials to determine whether that agency instituted an investigation involving the T visa holder and whether that investigation, and any prosecution that may have resulted, is concluded or complete.

3. **Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also, describe any consideration of using information technology to reduce burden.**

Currently, applicants send their application to a group email account (t-adjustment.cert@usdoj.gov). Information from the email applications must be manually entered into a separate tracking spreadsheet. Contacts with, or attempts to contact, law enforcement are recorded in the tracking spreadsheet. The date of sending either a certification letter or a declination email, which explains that a letter cannot be issued, are also recorded in the tracking spreadsheet.

The proposed collection will reduce current time spent on data entry of the initial application through an automated portal system, which will replace the above-described email account. The new system will eliminate current time consuming manual entry and allow for tracking without a separate spreadsheet.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item A.2 above.

DOJ does not have access to the database of T visa holders as that information is held by DHS. Additionally, DHS holdings will not necessarily contain information as to which law enforcement agencies or agencies the T visa holder applicant reported. While DOJ holdings might contain limited information for T visa holder applicants that reported to federal law enforcement, it will not contain information as to state, local, or tribal law enforcement to whom the T visa holder applicant reported. The T visa holder applicant may also have reported to the National Human Trafficking Hotline which would then refer the tip to federal, state, local, and tribal law enforcement. Thus, in some, the complete information as to which law enforcement agencies or agencies that the T visa holder applicant reported is likely solely in the possession of the T visa holder applicant.

5. If **the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.** The collection of information only impacts small law firms or organizations that provide legal representation to T visa holder applicants. However, as the current process involves emails sent to an email account and the proposed new process will involve an Internet portal, it is not expected that there will be any new impact on small entities.

6. Describe the consequence to federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden. The consequence of the collection not being conducted or conducted less frequency is that eligible T visa holder applicants who have been victims of human trafficking will not obtain relief, in the form of being able to adjust their immigration status to lawful permanent status, as provided under the law.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner:

- **requiring respondents to report information to the agency more often than quarterly;**
- **requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**
- **requiring respondents to submit more than an original and two copies of any document;**
- **requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years;**
- **in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;**
- **requiring the use of statistical data classification that has not been reviewed and approved by OMB;**
- **that includes a pledge of confidentially that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or**
- **requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentially to the extent permitted by law.**

Applicants need only apply once. Applicants are not required to submit more than an original or one copy of any document. Applicants are not required to retain records for more than three years.

There is no information collection in connection with a statistical survey.

The collection does not require the use of any statistical data collection.

The Application Portal contains a Privacy Act Notice. Any release of information will conform to the Privacy Act Notice.

The collection does not require the claimants to submit proprietary trade secrets. The applicant may submit documentation that demonstrates that any investigation involving the applicant is complete and this documentation may contain confidential information.

8. If applicable, provide a copy and identify the date and page number of publication in the *Federal Register* of the agency's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.

Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 years -- even if the collection-of-information activity is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.

The 60-Day Notice was published in the Federal Register on June 16, 2026 (91 FR 36156). The comment period ended on August 15, 2026. A comment was received on August 17, 2026. The 30-Day Notice was published in the Federal Register on August 20, 2026 (91 FR 53280.). The comment period ends on September 20, 2026.

9. Explain any decision to provide any payments or gifts to respondents, other than remuneration of contractors or grantees. No payment or gift will be provided to applicants seeking a DOJ certification letter.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy. Information requested in this collection is

collected in accordance with the Privacy Act. Any release of information will conform to the Privacy Act Notice which is posted in the application portal.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent. Applicants are not asked or required to provide information of a sensitive nature. However, since applicants are victims of human trafficking and often provide documentation regarding the status of investigation of their trafficking, documents may contain details regarding the circumstances of the applicants being trafficked.

12. Provide estimates of the hour burden of the collection of information. The statement should:

- **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. General, estimates should not include burden hours for customary and usual business practices.**

- **If this request for approval covers more than one form, provide separate hour burden estimates for each form.**

- **Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included in Item 14.**

Estimated Annualized Respondent Cost and Hour Burden

Activity	Number of Respondents	Frequency	Total Annual Responses	Time Per Response	Total Annual Burden (Hours)	Hourly Rate*	Monetized Value of Respondent Time
Name of collection instrument ex: Survey	2000	1	2000	3	6000 hrs.	$32.66	

(Individuals)							
Worksheet (Private Sector)	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Unduplicated Totals							

Hourly rate source citation or you may enter a footnote: Although DOJ has no way to accurately assess or estimate the wage information of any respondent population, the Hourly Rate and Monetized Value of Respondent Time fields are completed for the sake of thoroughness using data from the Bureau of Labor Statistics (BLS) for the mean hourly wage across all occupations. According to the BLS, the mean hourly wage is $32.66 across all occupations. See Occupational Employment and Wage Statistics Data, available at https://data.bls.gov/oes/#/industry/000000. Additionally, DOJ estimates the average time of response at 3 hours but the actual time will vary with each respondent.

13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection of information. (Do not include the cost of any hour burden shown in Items 12 and 14).

- **The cost estimate should be split into two components: (a) a total capital and start up cost component (annualized over its expected useful life); and (b) a total operation and maintenance and purchase of service component. The estimates should take into account costs associated with generating, maintaining, and disclosing or providing the information. Include descriptions of methods used to estimate major cost factors including system and technology acquisition, expected useful life of capital equipment, the discount rate(s), and the time period over which costs will be incurred. Capital and start-up costs include, among other items, preparations for collecting information such as purchasing computers and software; monitoring, sampling, drilling and testing equipment; and record storage facilities.**

- **If cost estimates are expected to vary widely, agencies should present ranges of cost burdens and explain the reasons for the variance. The cost of purchasing or contracting out information collection services should be a part of this cost burden estimate. In developing cost burden estimates, agencies may consult with a sample of respondents (fewer than 10), utilize the 60-day pre-OMB submission public comment process and use existing economic or regulatory impact analysis associated with the rulemaking containing the information collection, as appropriate.**

- **Generally, estimates should not include purchases of equipment or services, or portions thereof, made: (1) prior to October 1, 1995, (2) to achieve regulatory compliance with requirements not associated with the information collection, (3) for reasons other than to provide information or keep records for the government, or (4) as part of customary and usual business or private practices.**

Applicants will not incur any costs other than their time to complete the Application Form. Applicants will not incur any capital, start-up, or system maintenance costs associated with this information collection.

14. Provide estimates of the annualized cost to the Federal Government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), any other expense that would not have been incurred without this collection of information. Agencies also may aggregate cost estimates from Items 12, 13, and 14 into a single table.

It is estimated that it will be $100,000 for initial application development and start up.

Thereafter, it will be approximately $30,000 annually for licensing and support.

Staffing costs annually will be $69,690.40 broken out as follows:
$52,790.40 for processing of applications by paralegals
$16,900.00 for attorney review

Thus, total annual costs are estimated at $99,690.40

15. Explain the reasons for any program changes or adjustments.

Not applicable

16. For collections of information whose results will be published, outline plans for tabulations, and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

No results from collection will be published

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

DOJ seeks approval to not display the expiration date for OMB approval of the information collection. An expiration date in the portal may result in unnecessary confusion for the applicant.

18. Explain each exception to the certification statement.

This collection of information does not include any exceptions to the certificate statement.

B. COLLECTIONS OF INFORMATON EMPLOYING STATISTICAL METHODS.

This collection does not contain statistical data.