**Privacy Act Statement**

**Authority:** The collection of this information is authorized under 5 U.S.C. § 301, Departmental regulations which authorizes the operations of an executive agency, including the creation, custodianship, maintenance and distribution of records, and 15 U.S.C. 1512, Powers and duties of Department.

**Purpose:** NOAA is collecting information for the Young Changemakers Fellowship. Interested individuals will provide applications to the program and successful applicants will be asked for additional contact and other information. Successful applicants will also be contacted with program-related communications in the June 2024 to June 2025 fellowship year, and may be contacted beyond this fellowship year with optional program evaluations, opportunities, and/or communications. NOAA reserves the right to provide a whole and frank evaluation of performance about successful applicants’ program participation to future employers and/or schools, upon request of recommendation or reference.

**Routine Uses:**  The information collected will be used to determine applicant eligibility and qualifications for the Young Changemakers Fellowship opportunity. Disclosure of this information is permitted under the Privacy Act of 1974 (5 U.S.C. Section 552a**)** to be shared among Department staff for work-related purposes. Disclosure of this information is also subject to all of the published routine uses as identified in the Privacy Act System of Records Notice COMMERCE/DEPT-23, Information Collected Electronically in Connection with Department of Commerce Activities, Events, and Programs.

**Disclosure:**  Furnishing this information is voluntary; however, failure to provide some or all of this information may remove the applicant from consideration for this Fellowship opportunity.

**Public Burden Statement**

A Federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with an information collection subject to the requirements of the Paperwork Reduction Act of 1995 unless the information collection has a currently valid OMB Control Number. The approved OMB Control Number for this information collection is 0690-0038. Without this approval, we could not conduct this information collection. Public reporting for this information collection is estimated to be approximately one hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the information collection. All responses to this information collection are voluntary. Send comments regarding this burden estimate or any other aspect of this information collection, including suggestions for reducing this burden to Lauren Gibson at lauren.gibson@noaa.gov.

National Oceanic and Atmospheric Administration (NOAA) Young Changemakers Fellowship

*Letter of recommendation submission*

|  |  |
| --- | --- |
| **Your email** |  |
| **Your name (first and last)** |  |
| **Your phone number** |  |
| **Name of young person you are recommending (first and last)** |  |
| **Your relationship to the young person you are recommending** |  |
| **On a scale of 1 to 10, how strongly do you recommend this individual for the fellowship?**  *1= I do not recommend this individual for the fellowship.*  *10 = I recommend this individual for the fellowship without reservations of any kind.* |  |

**Please write your letter of recommendation below or otherwise combine it with this document.**