

SUPPORTING STATEMENT – PART A

A. JUSTIFICATION

1. Need for the Information Collection

The DoDEA School Perception Census is a census survey which will be used to measure the satisfaction level of sponsors and students with the programs and services provided by DoDEA. This collection is necessary to measure the goals and initiatives of the DoDEA Community Strategic Plan (Specific requirements for census measures are found in Goal 2 Develop and sustain each school to be high-performing within an environment of innovation, collaboration, and continuous renewal and caring.) Results from this collection will also be used to meet Department of Defense Reform Initiative, which requires field agencies and activities to measure the customer satisfaction of military and civilian personnel with the goods and services provided.

2. Use of the Information

The data resulting from the census will be used by DoDEA as a planning tool and needs assessment. The census results will be used at all levels of the organization to improve programs and services offered to DoDEA's students. The census results will also be used as an outcome measure to monitor progress on the goals of the new DoDEA Community Strategic Plan.

3. Use of Information Technology

The census will be administered via an internal online web portal. No paper/hard copy census will be made available to potential respondents.

4. Non-duplication

The information gathered via the census does not currently exist, especially in a format that allows comparisons between DoDEA and national trends.

5. Burden on Small Business

No respondents are small business or other small entities.

6. Less Frequent Collection

The main purpose of the census is to determine parent satisfaction with the programs and services offered by DoDEA. Extending the time between each census would prevent or delay the identification and implementation of needed program improvements.

7. Paperwork Reduction Act Guidelines

There are no special circumstances that require the collection to be conducted in a manner inconsistent with the guidelines delineated in 5 CFR 1320.5(d)(2).

8. Consultation and Public Comments

a. The Agency's 60-day notice, required by 5 CFR 1320.8(d), was published in the Federal Register on April 15, 2014, Volume 79, NO. 72, pages 21213-21214. No comments were received.

b. Consultation occurred with the following individuals

Francine R. Jones, CIP
Northrop Grumman Corporation
Contractor to Force Health Protection and Readiness Programs TRICARE Management Activity Office of the Assistant Secretary of Defense (Health Affairs)
Phone: 703-575-3536

Ron Avi Astor Ph.D.,
Richard M. and Ann L. Thor Professor in Urban Social Development University of Southern California School of Social Work and Rossier School of Education MRF Building, Rm 319
669 West 34th Street
Los Angeles, California 90089-0411
Phone: 213-740-0296

Dr. Rami Benbenishty
Professor, Louis and Gabi Weisfeld School of Social Work
Bar Ilan University, Israel benbenr@biu.ac.il

Frederick C. Licari, M.A., M.S.
Program Manager/Team Lead
Human Resources Strategic Assessment Program (HRSAP)
Defense Manpower Data Center (DMDC)

Cindy Allard
Chief, OSD/JS Privacy Office
Office of Freedom of Information
571-372-0461

9. Gifts or Payment

No payment or gifts will be provided to respondents.

10. Confidentiality

The census does not track or trace respondents via login, cookies, or other methods. The census does not directly collect information that could be classified as personally identifiable information (PII); however, it is possible that data could be combined so as to identify individuals. To protect the identity of individuals, data are only reported as disaggregated on one variable (i.e., various fields are not combined so as to allow for identification). Small cell sizes are also suppressed to protect confidentiality of information.

11. Sensitive Questions

The census does not ask any questions that could be considered sensitive; the only demographic information collected will be grade level.

12. Respondent Burden, and its Labor Costs

a. Estimation of Respondent Burden

The response burden for the census was calculated by multiplying the total census population [(parents =2157) + (students = 1300)] =3457, x 20 minutes, divided by 60 to arrive at the burden in annual hours. $(3457*20)/60=1152$

b. Labor Cost of Respondent Burden

Anticipated labor costs are calculated only for the parent respondents, as there is no cost burden for students. Parent labor costs are based on the average of the three predominant civilian careers of potential respondents (mid-level managers, IT support personnel, and office/administrative occupations) using the Civilian workers mean hourly earnings as reported by the Bureau of Labor Statistics www.bls.gov.

Labor costs = number of anticipated parent respondents (2157) x average hourly wage (\$50.41) x number of hours (.333). Labor costs = \$36,208.55.

13. Respondent Costs Other Than Burden Hour Costs

a. There are no capital and start-up costs annualized over the expected useful life of the item(s).

b. There are no operation and maintenance costs.

14. Cost to the Federal Government

The following labor costs are incurred by the Federal Government annually to collect and process the information collected. Labor costs for school administrators were taken from the Department of Defense Education Activity pay scale for administrators, found at www.dodea.edu. Labor costs for General Service (GS) employees reflected in the following

table were taken from the hourly pay tables for GS employees as reported by the Defense Finance and Accounting System (DFAS) www.dfas.mil:

Title	Approximate Man Hours	Cost per hour	Total Annual Costs
Principal Review of results	192 1 hour per school	\$52.77	\$10,131.84
GS14 (DoDEA Chief, Research and Evaluation)	25	\$66.19	\$1,654.75
GS15 (DoDEA General Counsel)	8	\$75.28	\$602.24
SES (DoDEA Senior Leadership)	1	\$85.77	\$85.77
TOTAL			\$12,474.60

15. Reasons for Change in Burden

There is no change in burden as this is a new collection.

16. Publication of Results

Aggregate results by school, district, and DoDEA overall will be publicly available on the DoDEA website. Results will be presented question by question, as a percentage of respondents in each response category. Qualitative responses will only be available to the school principal via a secure internal electronic site controlled via secured login.

17. Non-Display of OMB Expiration Date

No exception to display the expiration date of OMB approval on the instrument is being sought.

18. Exceptions to "Certification for Paperwork Reduction Submissions"

No exception is being sought.