SUPPORTING STATEMENT - PART A

Project Manager Army Data and Analytics Platforms Climate Survey –
OMB Control Number 0702-RDAP

1.   Need for the Information Collection

The Project Manager Army Data and Analytics Platforms (PM ARDAP) is a U.S. Army centrally-selected position and carries with it a requirement to conduct a climate survey in accordance with Army Regulation 600–20. Additionally, since PM ARDAP is made up of a primarily contracted workforce (81 percent), it's significantly relevant that any data collected regarding the PM ARDAP climate, culture, leader feedback, and more include contractors' input along with government and military staff. Furthermore, this information will be critical for PM ARDAP senior leadership to assess what improvements can be made to ensure the team is able to execute numerous programs on schedule and deliver critical capabilities in support of the Army mission.

2.   Use of the Information

The PM ARDAP Climate Survey is seeking feedback from its civilian, military, and contractor personnel to assess how they feel about the organization and their work environment. The responses will enable PM ARDAP leadership to assess and determine where changes are required. PM ARDAP will distribute this Climate Survey using the MilSuite survey feature, which enables PM ARDAP to create a custom survey for distribution organization-wide with advanced survey statistics to capture, review, and share the responses. Respondents will access and provide their responses to the collection instrument online. They will receive a link via email that takes them directly to the PM ARDAP Climate Survey in MilSuite. The PM ARDAP Operations Team will review the survey responses and provide data and subsequent analysis to PM ARDAP leadership. The results will enable PM ARDAP leadership to communicate areas for improvement, actions they plan to take or have been taken, and if the changes address the area in need of improvement with its personnel. Additionally, since the survey is annual, PM ARDAP will be able to review and analyze data year to year to identify trends.

3.   Use of Information Technology
ARDAP plans to collect 100% of responses electronically through the use of the MilSuite Survey tool.

4.   Non-duplication
The information obtained through this collection is unique and is not already available for use or adaptation from another cleared source.

5.   Burden on Small Businesses

This information collection does not impose a significant economic impact on small businesses or entities.

6.   Less Frequent Collection
Survey responses will be collected annually. PM ARDAP plans to collect responses annually because this will allow time for new policies, procedures or processes to be developed and implemented before employees are asked to provide feedback. The PM then can collect data and compare results year over year.

7.   Paperwork Reduction Act Guidelines
This collection of information does not require collection to be conducted in a manner inconsistent with the guidelines delineated in 5 CFR 1320.5(d)(2).

8.   Consultation and Public Comments

Part A: PUBLIC NOTICE

A 60-Day Federal Register Notice (FRN) for the collection published on Thursday, November 4, 2021. The 60-Day FRN citation is 86 FR 60803.

No comments were received during the 60-Day Comment Period.

A 30-Day Federal Register Notice for the collection published on Friday, February 11, 2022. The 30-Day FRN citation is 87 FR 8003.

Part B: CONSULTATION

No additional consultation apart from soliciting public comments through the Federal Register was conducted for this submission.

9.   Gifts or Payment
No payments or gifts are being offered to respondents as an incentive to participate in the collection.

10.   Confidentiality
A Privacy Act Statement is not required for this collection because we are not requesting individuals to furnish personal information for a system of records.

A System of Record Notice (SORN) is not required for this collection because records are not retrievable by PII.

A Privacy Impact Assessment (PIA) is not required for this collection because PII is not being collected electronically.

No records will be created as part of this climate survey information collection.

11.   Sensitive Questions
No questions considered sensitive are being asked in this collection.

12.   Respondent Burden and its Labor Costs

Part A: ESTIMATION OF RESPONDENT BURDEN
1) Collection Instrument(s)
   PM ARDAP Climate Survey
   a) Number of Respondents: 184
   b) Number of Responses Per Respondent: 1
   c) Number of Total Annual Responses: 184
   d) Response Time: 30 minutes
   e) Respondent Burden Hours: 92

2) Total Submission Burden
   a) Total Number of Respondents: 184
   b) Total Number of Annual Responses: 184
   c) Total Respondent Burden Hours: 92

Part B: LABOR COST OF RESPONDENT BURDEN
1) Collection Instrument(s)
   PM ARDAP Climate Survey
   a) Number of Total Annual Responses: 184
   b) Response Time: 30 minutes
   c) Respondent Hourly Wage: $143.80
   d) Labor Burden per Response: $71.90
   e) Total Labor Burden: $13,229.60

2) Overall Labor Burden
   a) Total Number of Annual Responses: 184
   b) Total Labor Burden: $13,230

The Respondent (contractor) hourly wage was determined by the following method
performed by the PM ARDAP Business Management Division Chief:
• Review all contracts under the PM ARDAP portfolio.
• For each contract, add all the rates and divide by the number of contractors on the
  respective contracts to determine the average of that contract.
• Then added those average rates and divided by the number of contracts within the
  portfolio.

13.   Respondent Costs Other Than Burden Hour Costs
There are no annualized costs to respondents other than the labor burden costs addressed
in Section 12 of this document to complete this collection.

14.   Cost to the Federal Government

Part A: LABOR COST TO THE FEDERAL GOVERNMENT

1) Collection Instrument(s)
   PM ARDAP Climate Survey
   a) Number of Total Annual Responses: 184
   b) Processing Time per Response: 30 minutes
   c) Hourly Wage of Worker(s) Processing Responses: $143.80
   d) Cost to Process Each Response: $71.90
   e) Total Cost to Process Responses: $13,229.60

2) Overall Labor Burden to the Federal Government
   a) Total Number of Annual Responses: 184
   b) Total Labor Burden: $13,230

Part B: OPERATIONAL AND MAINTENANCE COSTS

1) Cost Categories
   a) Equipment: $0
   b) Printing: $0
   c) Postage: $0
   d) Software Purchases: $0
   e) Licensing Costs: $0
   f) Other: $0

2) Total Operational and Maintenance Cost: $0

Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

1) Total Labor Cost to the Federal Government: $13,230

2) Total Operational and Maintenance Costs: $0

3) Total Cost to the Federal Government: $13,230

15.   Reasons for Change in Burden
This is a new collection with a new associated burden.

16.   Publication of Results
The results of this information collection will not be published.

17.   Non-Display of OMB Expiration Date
We are not seeking approval to omit the display of the expiration date of the OMB approval on the collection instrument.

18.   Exceptions to "Certification for Paperwork Reduction Submissions"
We are not requesting any exemptions to the provisions stated in 5 CFR 1320.9.