

## SUPPORTING STATEMENT - PART A

MC&FP Family Advocacy Program (FAP) Initial Entry Point Environmental Scan – 0704-XXXX

### 1. Need for the Information Collection

Information collection is required to satisfy the requirements in Section 549 of the FY 2022 National Defense Authorization Act (NDAA), which requires the Secretary of Defense to conduct a study to identify initial entry points through which military family members may seek information or support relating to domestic abuse or child abuse and neglect. The study is an environmental scan and is not intended to be an exhaustive investigation. Military Community Advocacy, Military Community and Family Policy (MC&FP), has authorized Deloitte Consulting to collect information in response to this congressionally mandated task as stipulated in Technical Direction Document (TDD) 0008, under the Common Services Effort core contract (Contract Number HDQMWR-20-F-0035).

### 2. Use of the Information

Information collection will occur at nine (9) installations to gain insight into known, unknown and potentially new entry points through which military family members may seek information and support for domestic abuse and child abuse and neglect. Installations include Camp Lejeune, NC; Twentynine Palms, CA; Naval Air Station Fallon, NV; Naval Station Great Lakes, IL; Ramstein AB, Germany; Eglin AFB, FL; Schofield Barracks, HI; Joint Base Myer-Henderson Hall, VA; Fort Irwin, CA. Installations were identified according to criteria aimed at yielding a diverse set of observations including from Services, location, proximity to major population centers, number of assigned military personnel, primary installation mission, Service component, DoDEA school presence, and level of installation medical care.

Information will be collected through stakeholder conversations to support a complete response to the NDAA tasking. The collection instrument is the MC&FP Family Advocacy Program Initial Entry Point Environmental Scan Stakeholder Engagement Script, which includes questions pre-approved by MC&FP leadership.

Respondents will be DoD civilian employees with more than six (6) months experience in a position associated with known and potential entry points where military family members may seek information or services for domestic abuse and child abuse and neglect. MC&FP provided a sample of major DoD program interaction points and Deloitte Consulting expanded the sample through open-source research. A maximum of 360 stakeholders will be interviewed by Deloitte Consulting. This accounts for one (1) stakeholder representing each of the approximately forty (40) entry points at the nine (9) identified installations.

Deloitte Consulting will collect information through telephone interviews that are strictly voluntary and will last approximately 7.5 minutes. These conversations will be conducted

randomly and anonymously across the select installations. Contact information for the entry points will be gathered from publicly available sources such as installation websites. Two members from Deloitte Consulting will join each call and initiate direct contact. One person will be a designated notetaker while the other person guides the conversation using the Stakeholder Engagement Questions to ensure consistency. Questions will be closed-ended and limited to fact-based queries that do not elicit stakeholders' personal beliefs, values, or attitudes. Respondents will answer questions verbally and will not provide written responses. No written communication will be sent directly to respondents prior to information collection. However, the NDAA tasking and MC&FP's memo will be emailed to respondents upon request.

Deloitte Consulting will compile notes from each conversation in a spreadsheet for analysis. No personally identifying information will be collected.

This information collection will contribute to DoD and the United States Congress' objective and efforts to improve the prevention of and response to family and interpersonal violence and maladaptive behavior. The end result will be 1) an itemized list of existing Armed Forces or DoD initial entry points through which military family members may seek information or support relating to domestic abuse and child abuse and neglect; and 2) the identification of other existing or potential routes through which such family members may seek information or support. The Secretary of Defense will provide these results to the Committees on Armed Services of the Senate and the House of Representatives not later than one year after the date of enactment of the FY 2022 NDAA.

3. Use of Information Technology

100% of responses will be collected verbally by phone.

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 a substantial number of small businesses or entities.

6. Less Frequent Collection

This is a one-time data collection to identify initial entry points through which military family members may seek information or support relating to domestic abuse or child abuse and neglect.

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 5-Day Emergency Federal Register Notice for the collection published on Friday, May 20, 2022. The 5-Day FRN citation is 87 FR 30920 FRN 30920-30921.

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 information 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.

Temporary. Cut off annually on completion of research project. Destroy 5 years after Cutoff

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)
  - DoD Civilian Employee Stakeholder Engagement Script and Questions
  - a) Number of Respondents: 180

- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 180
- d) Response Time: .125 hours
- e) Respondent Burden Hours: 22.5 hours

2) Total Submission Burden

- a) Total Number of Respondents: 180
- b) Total Number of Annual Responses: 180
- c) Total Respondent Burden Hours: 22.5 hours

Part B: LABOR COST OF RESPONDENT BURDEN

1) Collection Instrument(s)

DoD Civilian Employee Stakeholder Engagement Script and Questions

- a) Number of Total Annual Responses: 180
- b) Response Time: .125 hours
- c) Respondent Hourly Wage: \$18.49
- d) Labor Burden per Response: \$2.31
- e) Total Labor Burden: \$415.80

2) Overall Labor Burden

- a) Total Number of Annual Responses: 180
- f) Total Labor Burden: \$415.80

Respondents' average hourly wage of \$18.49 was determined by using the Office of Personnel Management's (OPM) 2022 Government Pay Scale averages of GS-1 through GS-10 Table Step 5.<sup>1</sup>

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)

DoD Civilian Employee Stakeholder Engagement Script and Questions

- a) Number of Total Annual Responses: 180
- b) Processing Time per Response: .5 hours
- c) Hourly Wage of Worker(s) Processing Responses: \$71.15
- d) Cost to Process Each Response: \$35.58
- e) Total Cost to Process Responses: \$6404.40

Government average hourly wage of \$71.15 was determined by using the Office of Personnel Management's (OPM) 2022 Government Pay Scale GS-15 Step 1

- 2) Overall Labor Burden to the Federal Government
  - a) Total Number of Annual Responses: 180
  - b) Total Labor Burden: \$6404.40

#### 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: \$296,966.88 in Deloitte Consulting contract costs (Contract Number HDQMWR-20-F-0035)
- 2) Total Operational and Maintenance Cost: \$296,966.88

#### Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

- 1) Total Labor Cost to the Federal Government: \$6404.40
- 2) Total Operational and Maintenance Costs: \$296,966.88
- 3) Total Cost to the Federal Government: \$303,371.28

#### 15. Reasons for Change in Burden

This is a new collection with a new associated burden.

#### 16. Publication of Results

The results of the information collection will support the Department of Defense and United States Congress to improve the prevention of and response to family and interpersonal violence and maladaptive behaviors. The Secretary of Defense will provide the Committees on Armed Services of the Senate and the House of Representatives a briefing setting forth the results of the Environmental Scan.

#### 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.