

## SUPPORTING STATEMENT - PART A

### Assessing the Implementation and Effectiveness of DOD's Lethal Means Safety (LMS) Outreach Materials – Army LMS Toolkit Key Personnel Baseline and Follow-up Interviews – OMB Control Number 0704-ALAR

#### 1. Need for the Information Collection

The Deputy Secretary of Defense recently directed implementation of Service/Component tailored lethal means safety (LMS) plans, which leverage the Defense Suicide Prevention Office's (DSPO's) LMS suite of evidence-informed tools. In accordance with guidance, and with recommendations from the Government Accountability Office to assess the efficacy of nonclinical suicide prevention efforts, DSPO aims to help the Services and Components conduct a thorough evaluation of their LMS outreach efforts.

DSPO has contracted with CNA to conduct a study titled "Assessing the Implementation and Effectiveness of DOD's Lethal Means Safety (LMS) Outreach Materials." Sponsored by Dr. Alicia Matteson, Senior Advisor for Research and Program Evaluation, the goal of the study is to assist the Services and Components in meeting the requirements set forth in *DOD Instruction 6490.16* (Tab A) that all suicide prevention activities are developed from a relevant evidence-base and have an evaluation capability prior to implementation.

CNA, in conjunction with the participating Services and Components (i.e., Air Force, Army, Navy, Marine Corps, and SOCOM), will develop and execute LMS evaluation activities specific to the needs of each respective Service/Component to assess the implementation, acceptability, and/or effect of their specific LMS activities and materials. Depending on the nature of the selected evaluation activities, study data will be collected via key informant (KI) interviews and/or a survey.

This package covers the evaluation activities specific to the Army (a draft letter of support can be found in Tab B). Four other separate packages are being submitted at the same time as this package to cover the evaluation activities specific to each of the other participating Services and Components (i.e., Air Force, Navy, Marine Corps, and SOCOM).

#### 2. Use of the Information

There is one collection instruments in this data collection: a KI Interview Guide (Tab C). The intent of Army LMS Toolkit Key Personnel Baseline and Follow-up Interviews is to consult with key Army personnel to gain a better understanding of the implementation and utility of the Army's new LMS Toolkit. Follow-up interviews will be conducted approximately one year after the baseline interviews with interview respondents who agree to also participate in the follow-up interviews. Eligible respondents include individuals who voluntarily choose to participate in interviews and are in Army

billets/positions (active duty and civilian) working on issues related to LMS and the Army's suicide prevention programs, activities, and tasks through offices/positions/services, such as the following:

- o Army organization or unit leadership
- o Behavioral/mental health providers
- o Chaplains
- o Integrated – Prevention Advisory Group (I-PAG)
- o Law enforcement (Office of Provost Marshal General (OPMG))
- o Safety Manager / Safety Personnel
- o Suicide Prevention Coordinators (SPCs) or Program Managers (SPPMs)

The KI interviews will be conducted as semi-structured interviews over the phone or via video conference and will inquire about respondents' professional opinions based on their expertise and experience. Respondents will be nominated by the study's designated Army points of contact (POCs) from the eligible population. The CNA study team will email the potential interview respondents to provide information about the study and to request to schedule an interview (Tab D). The CNA study team will send a reminder email/calendar invite (Tab E) to the those who agree to participate in an interview (this email will include a Research Subject Consent Information Sheet (Tab F for the baseline interview and Tab G for the follow up interview) providing additional information about the study and the respondent's participation in the study). Respondents will also be provided verbal informed consent prior to participating in interviews (Tab H for the baseline interview and Tab I for the follow up interview).

The interviews will not be recorded except for notes taken by the CNA interview facilitator and notetaker, and respondents will not be identified individually in any report or briefing. Respondents may choose to skip any questions they do not wish to answer, and we ask that respondents not provide any information specific to any individuals or specific cases, including any PII, protected health information, protected law enforcement information, or any other privileged information during the interviews. No one outside of the approved study team will have access to the raw interview data. CNA will analyze the data and provide a written report to the study's designated Army POCs and DSPO.

The Army will use the results of the KI interviews to tailor their LMS activities, materials, messaging, training, and outreach efforts to maximize their effectiveness with their Servicemembers and communities. Increased effectiveness of LMS activities, materials, messaging, training, and outreach efforts should lead to increased LMS practices and, ultimately, reduced suicide attempts and completions. We expect that eligible personnel will participate in the KI interviews to be active participants in shaping future LMS programs and outreach efforts.

### 3. Use of Information Technology

100% of responses from respondents will be given via electronic capabilities. Army KI interview respondents will be given the choice to participate in their interviews either over the phone or via video conference.

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

The KI interviews will be administered on occasion, less than yearly. The exact time interval of the Army LMS Toolkit Key Personnel Baseline and Follow-up Interview data collections will depend on the time necessary to produce new LMS messaging, training, and resources. The Army will need periodic assessments to determine if their newly developed messaging, training, and materials are meeting the needs of the current population. If the collection is not collected periodically, there will be no opportunity to measure changes in LMS practice acceptance and behavior, indicating effective materials. Additionally, materials that were once deemed effective after the initial assessment may no longer resonate with future Army Servicemembers and communities.

If there are changes to the instruments in future iterations, the revised instruments will be submitted to WHS for review.

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, September 14, 2023. The 60-Day FRN citation is 88 FR 63087.

A 30-Day Federal Register Notice for the collection published on Thursday, June 13, 2024. The 30-Day FRN citation is 89 FR 50306.

## 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.

Records will be maintained for 30 years in accordance with DAA-0330-2021-0008-0001.

### 11. Sensitive Questions

Questions included in this data collection gather information around opinions about suicide prevention programs rather than respondents' individual experiences around suicide.

### 12. Respondent Burden and its Labor Costs

## Part A: ESTIMATION OF RESPONDENT BURDEN

### 1) Collection Instrument(s)

Army LMS Toolkit Key Personnel Baseline and Follow-up Interviews

- a) Number of Respondents: 25
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 25
- d) Response Time: 1.5 hour
- e) Respondent Burden Hours: 37.5

### 2) Total Submission Burden (Summation or average based on collection)

- a) Total Number of Respondents: 25
- b) Total Number of Annual Responses: 25
- c) Total Respondent Burden Hours: 37.5 hours

## Part B: LABOR COST OF RESPONDENT BURDEN

- 1) Collection Instrument(s)  
Army LMS Toolkit Key Personnel Baseline and Follow-up Interviews
  - a) Number of Total Annual Responses: 25
  - b) Response Time: 1.5 hour
  - c) Respondent Hourly Wage: \$40.80
  - d) Labor Burden per Response: \$61.20
  - e) Total Labor Burden: \$1,530
  
- 2) Overall Labor Burden
  - a) Total Number of Annual Responses: 25
  - b) Total Labor Burden: \$1,530.00

Responded hourly wage is the weighted average salary for each rank group. Wage salary by rank was determined by using the DFAS pay tables at <https://www.dfas.mil/MilitaryMembers/payentitlements/Pay-Tables/Basic-Pay/EM/>

### 13. Respondent Costs Other Than Burden Hour Costs

There are no annualized costs to respondents other than the labor burden costs addressed in Sections 12 and 14 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)  
Army LMS Toolkit Key Personnel Baseline and Follow-up Interviews
  - a) Number of Total Annual Responses: 25
  - b) Processing Time per Response: 0 hours
  - c) Hourly Wage of Worker(s) Processing Responses: \$0
  - d) Cost to Process Each Response: \$0
  - e) Total Cost to Process Responses: \$0

The cost for processing of responses for this iteration of this data collection is assumed in the \$1.385M CNA contract with DSPO. This contract contains efforts for each of the five participating Services/Components, and funding is not specifically allocated to individual efforts. There is no additional cost per KI interview participant for processing the interview results.

- 2) Overall Labor Burden to the Federal Government
  - a) Total Number of Annual Responses: 25
  - b) Total Labor Burden: \$0

The cost for processing of responses is assumed in the \$1.385M CNA contract with DSPO. This contract contains efforts for each of the five participating Services/Components, and funding is not specifically allocated to individual efforts. There is no additional cost per KI interview participant for processing the interview results.

#### 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: \$1,385,000.00 (cost of CNA contract with DSPO)

2) Total Operational and Maintenance Cost: \$0

Operational and maintenance costs are assumed in the \$1.385M CNA contract with DSPO. This contract contains efforts for each of the five participating Services/Components, and funding is not specifically allocated to individual efforts. There are no additional costs for conducting the KI interviews.

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

- 1) Total Labor Cost to the Federal Government: \$0
- 2) Total Operational and Maintenance Costs: \$0
- 3) Total Cost to the Federal Government: \$0

The cost for processing of responses is assumed in the \$1.385M CNA contract with DSPO. This contract contains efforts for each of the five participating Services/Components, and funding is not specifically allocated to individual efforts. There is no additional cost per KI interview participant for processing the interview results.

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.