

SUPPORTING STATEMENT – PART B

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

If the collection of information employs statistical methods, it should be indicated in Item 17 of OMB Form 83-I, and the following information should be provided in this Supporting Statement:

1. Description of the Activity

Describe the potential respondent universe and any sampling or other method used to select respondents. Data on the number of entities covered in the collection should be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample. Indicate the expected response rates for the collection as a whole, as well as the actual response rates achieved during the last collection, if previously conducted.

The population of interest for the 2024 SOFA consists of active duty members who are below flag rank and in the Army, Navy, Marine Corps, Air Force, Space Force, or Coast Guard. OPA uses a sampling tool developed by the Research Triangle Institute (RTI) to determine the sample size needed to achieve 95% confidence and an associated precision of 5% or less on each reporting domain. We select a single-stage, non-proportional stratified random sample to ensure statistically adequate expected number of responses for the reporting categories (i.e., domains). For SOFA, OPA will use Service, paygrade, and family status to define the initial strata. We will collapse these strata when there are fewer than 300 individuals in the stratum. There are 159 final strata in the 2024 SOFA. Attachment A contains a table with the number of individuals in the population and sample by strata. The expected weighted response rate for this survey is about 15%.

2. Procedures for the Collection of Information

Describe any of the following if they are used in the collection of information:

a. Statistical methodologies for stratification and sample selection;

As described above, OPA uses a sampling tool developed by the Research Triangle Institute (RTI) to determine the sample size needed to achieve 95% confidence and an associated precision of 5% or less on each reporting category domain. We select a single-stage, non-proportional stratified random sample to ensure statistically adequate expected number of responses for the reporting domains. For SOFA, OPA uses Service, paygrade, and family status to define the initial strata. We collapse these strata when there are fewer than 300 individuals in the stratum. Once OPA determines the stratum-level sample sizes, a random number is assigned to every member of the population and the population is sorted by stratum and random number prior to sampling, which results in a randomly-ordered population within each stratum. We then select

the appropriate number of members from each stratum.

b. Estimation procedures;

OPA weights the eligible respondents in order to make inferences about the entire population of active duty members. The weighting methodology utilizes standard weighting processes. First, we assign a base weight to the sampled member based on the reciprocal of the selection probability. Second, OPA uses 20-30 administrative variables in the XGBoost application of Generalized Boosted Model (GBM) to predict survey eligibility and completion. OPA's accurate and detailed administrative data on both survey respondents and nonrespondents provides confidence in our survey estimates. We adjust the sampling weights and then all prior-stage weights by the inverse of these model-predicted probabilities to adjust for nonresponse. Finally, we rake these adjusted weights to known population totals to further reduce the variance and bias of the estimates.

c. Degree of accuracy needed for the Purpose discussed in the justification;

OPA creates variance strata so precision measures can be associated with each estimate. We produce precision measures for reporting categories using 95% confidence intervals with the goal of achieving a precision of 5% or less (e.g., 80% (+/- 5%) of Army E1-E4 are satisfied with their job).

d. Unusual problems requiring specialized sampling procedures; and

OPA recognizes the response rates vary for certain domains of interest such as Service component and paygrade. To account for this, we average the response rates for the previous three surveys at the stratum level and these response rates are utilized by the sampling tool to adjust the sample and compute expected sample sizes.

e. Use of periodic or cyclical data collections to reduce respondent burden.

To reduce burden on active duty members, OPA conducts the SOFA survey annually, whereas in the past it was conducted twice per year.

3. Maximization of Response Rates, Non-response, and Reliability

Discuss methods used to maximize response rates and to deal with instances of non-response. Describe any techniques used to ensure the accuracy and reliability of responses is adequate for intended purposes. Additionally, if the collection is based on sampling, ensure that the data can be generalized to the universe under study. If not, provide special justification.

To maximize response rates, OPA offers the survey via the Web and uses reminder letters and emails. To reduce respondent burden, web-based surveys use “smart skip” technology to ensure respondents only answer questions that are applicable to them. To deal with instances of nonresponse, OPA adjusts for nonresponse in the weighting methodology. To ensure the accuracy and reliability of responses, OPA conducts a nonresponse bias (NRB) analysis every third survey cycle, the next one will be conducted in 2025. Historically OPA has found little evidence of significant NRB during these studies; however, OPA statisticians consider the risk of NRB high and consider it likely the largest source of error in OPA surveys. OPA uses probability sampling and appropriate weighting to ensure the survey data can be generalized to the universe under study. Pending funding and approval, a \$5 incentive will be provided to jr enlisted.

4. Tests of Procedures

Describe any tests of procedures or methods to be undertaken. Testing of potential respondents (9 or fewer) is encouraged as a means of refining proposed collections to reduce respondent burden, as well as to improve the collection instrument utility. These tests check for internal consistency and the effectiveness of previous similar collection activities.

Not applicable.

5. Statistical Consultation and Information Analysis

a. Provide names and telephone number of individual(s) consulted on statistical aspects of the design.

Dr. Matthew Scheidt, Team Lead; Statistical Methods Team, Methods, Analysis, and Systems Support, Office of People Analytics (OPA); matthew.s.scheidt.civ@mail.mil.

b. Provide name and organization of person(s) who will actually collect and analyze the collected information.

The data will be collected by Data Recognition Corporation (DRC), which is OPA’s operations contractor. Ms. Valerie Waller is the Senior Managing Director at DRC.

The data will be analyzed by OPA analysts. Lindsay Rock, Yvette Claros, and Amy Campbell are the lead operations analysts.

Stratum	Stratum Definitions
All	Total
1	ARMY__E01-E04+E00__MALE+UNKNOWN__SINGLEWITHKIDS__US+USTERRITORIES+OTHER+UNKNOWN
2	ARMY__E01-E04+E00__MALE+UNKNOWN__SINGLEWITHKIDS__EUROPE+ASIA+PACIFICISLANDS
3	ARMY__E01-E04+E00__MALE+UNKNOWN__DUALSERVICESPOUSE__US+USTERRITORIES+OTHER+UNKNOWN
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Attachment A. SOFA 2301 - Population and Sample Size by Strata