

SUPPORTING STATEMENT – PART B

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

1. Description of the Activity

The Climate Literacy Pulse Check target audience includes military and civilian personnel in the DoD workforce across Military Departments, the Joint Staff, National Guard, OSD Components, and Defense Agencies. Climate Literacy Sub-Working Group (CLSWG) members disseminate the questionnaire to personnel in each Component and across all ranks/grades and spanning a diverse set of career fields. Based on information collection activities in 2022 and 2023, OUSD Personnel & Readiness (P&R) estimates the DoD-wide response rate at between 8 and 10 percent.

2. Procedures for the Collection of Information

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

- a. Statistical methodologies for stratification and sample selection;
- b. Estimation procedures;
- c. Degree of accuracy needed for the Purpose discussed in the justification;
- d. Unusual problems requiring specialized sampling procedures; and
- e. Use of periodic or cyclical data collections to reduce respondent burden.

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

To promote the highest rate of return, CLSWG members agreed that senior leaders and/or unit-level endorsers should share the pulse check directly with military and civilian personnel in their organizations. As such, each CLSWG member is responsible for distribution within their own component and encouraged to seek as broad a cross-section of their workforce as possible. Members are asked to maintain an estimate of how many people in their organization received the pulse check in order for OUSD P&R to estimate response rates. P&R will monitor the number of responses received on at least a weekly basis but will not prematurely close the Intelink site in order to limit collection to 12,000 responses. This will afford all Components an equal opportunity to share the pulse check with members of their workforce across the agreed response period. This decision is not expected to affect the cost of operating the site nor the cost to analyze the information collected.

To further boost participation, Components are encouraged to send reminder emails to members of their workforce during the midway point of the open response period and

again during the final weeks of the open response period. (In 2022 and 2023, OUSD P&R observed noticeable up-ticks in overall responses following the issuance of reminder emails.)

There are no established metrics for targeting subgroups. CLSWG members will attempt to reach a broad cross-section of military and civilian personnel to enable analysis of responses across and within the demographic categories (i.e., Component, Career Field, Mil/Civ and Rank/Grade) for the purposes of informing education and training programs.

The CLSWG selected Intelink as the host for the Climate Literacy Pulse Check questionnaire because it can only be accessed using a DoD Common Access Card (CAC). This ensures all information collected is reliable and reflects the perceptions and needs of the DoD workforce only.

4. Tests of Procedures

OUSD P&R beta tested the question set to gather feedback for structuring climate-relevant questions to an audience representing diverse backgrounds, various levels of experience, and different aspects of DoD's mission. P&R leveraged fewer than 10 contractors for this effort to ensure the CLSWG did not have to draw from its pool of potential civilian or military respondents. The results of the beta test allowed the CLSWG to refine the question set to minimize the potential for misunderstanding, which could have affected results. Beta testing also proved crucial in validating the accessibility of the Intelink website (as well as the ease and speed with which personnel could create Intelink accounts) and provided confidence in the overall metric for how long it would take someone to complete the questionnaire (estimated to average 10 minutes per response).

5. Statistical Consultation and Information Analysis

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

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

- OUSD P&R, Office of the Deputy Assistant Secretary of Defense for Force Education and Training (FE&T), osd.pentagon.ousd-p-r.mbx.fet-climate@mail.mil.
- Dr. Ling Yung, Chief Learning Officer and current Acting Deputy Assistant Secretary of Defense for Force Education and Training, 703-695-3194, ling.yung.civ@mail.mil.