

## SUPPORTING STATEMENT - PART A

### DoD-wide Data Collection and Analysis for Department of Defense Qualitative Data Collection in Support of the Independent Review Commission on Sexual Assault Recommendations (OMB Control Number 0704-0644)

Title of Collection: Non Typical Military Community Representatives

Expected Fielding Dates:

Expected Fielding Dates: 1/17/2024– 1/31/2024

#### 1. Need for the Information Collection

Being able to do prevention successfully is key to ensure it achieves its maximum benefits. The Integrated Prevention Policies (DODI 6400.09, 6400.11) establishes DoD policies and guidance for the services on how to establish a prevention system to help “mitigate self-directed harm and prohibited abusive or harmful acts using a career-cycle perspective to promote enduring force readiness.” These policies describe the human resources, collaborative relationships and infrastructure needed to understand abuse and harm, take a comprehensive approach to prevent it, and evaluate implementation and impact of these efforts. As these policies have been released, DoD services and components have begun to implement prevention. This effort focuses on understanding the structural and systemic barriers and facilitators that are most important to consider when trying to build a prevention system and implement a process for conducting prevention, which aligns with the Independent Review Commission on Sexual Assault in the Military’s recommendations 2.1b and 2.2c:

- Recommendation 2.1b: The Services and the National Guard Bureau should develop and hold leaders appropriately accountable for prevention.
- Recommendation 2.2c: The Services and the National Guard Bureau should determine the optimum full-time prevention workforce, and equip all echelons of active duty, reserve, and guard organizations.

As prevention efforts are tailored to the specific needs and implemented within the complex array of military settings, DoD is trying to understand where the effectiveness of prevention may be significantly affected by institutional structure, workforce gaps or unique needs at military settings. These gaps or needs could be based on the way a setting is structured (e.g., joint base) or the systems that support it (e.g., remote or isolated). structures are systems can help or hinder prevention in unique and impactful ways. For example, it may be difficult to hire a prevention workforce in remote or isolated locations or in locations with high cost of living; or it may be challenging to tailor prevention efforts to service member risks at highly transient military settings. Multiple chains of command at joint installations may also create barriers to implementing prevention activities.

DoD's Sexual Assault Prevention and Response Office (SAPRO) has asked RAND NDRI to help identify and describe the types of military settings serving high numbers of junior service members where the effectiveness of prevention may be significantly influenced by the structure or systems that support it. Identifying these barriers and enablers to prevention at these complex settings will allow DoD SAPRO to prioritize areas where future guidance or resources are needed ensure that prevention is a success. If these setting experience a great deal of barriers, this work would inform DoD SAPROs future development of guidance or support to these types of complex settings.

## 2. Use of the Information

The purpose of the project is to answer the following two questions:

1. What types of military settings may have unique structural or systemic characteristics that may help or hinder integrated primary prevention (i.e., complex military settings)?
2. How might the structural and systemic enablers, barriers and gaps at these complex military settings impact the effectiveness of integrated primary prevention?

To answer these questions, this evaluation will convene focus groups, which we describe below.

*FOCUS GROUP METHODOLOGY:* RAND will host 3 to 4 virtual focus groups with participants from exemplars of the types of complex military settings facing unique structural or systematic barriers (e.g., joint base, remote, or isolated) to understand the impact that the barriers and facilitators are having on prevention efforts. This could include both military service members and civilians employed at military installations as an IPP personnel.

We anticipate 5-8 participants in each virtual focus group. The focus group will be held virtually for 60 minutes and be conducted using Zoom.gov or Microsoft Teams. Focus group participants will be asked about the occupational, functional structures, geographic or other organizational features that may be associated with barriers/facilitators or gaps in the prevention system or unique needs at their locations; what the most impactful barriers/facilitators; and what are the highest priority barriers/facilitators to address/maintain.

To identify focus group participants, RAND will seek nominations from DoD service/component POCs as well as work with DoD SAPRO to identify appropriate service members. We anticipate that nominations could come in two ways: a military location (e.g., installation or ship) that is an exemplary of a complex military is nominated and RAND works with DoD SAPRO to identify a POC for that location; or an individual is nominated and RAND works with the nominating person for recruitment. Once the potential focus group participants are identified, we will solicit input on their availability via email. Those who volunteer will be placed into one of the 3-4 focus groups.

During the focus groups, a RAND team member will take notes. Notes will not contain any service member or participant names and will be stored on secure RAND servers for analysis (not on any local hard drives).

The end result of the focus groups is that RAND will have an understanding of type of complex military settings with unique barriers and facilitator to the successful implementation of integrated primary prevention.

3. Use of Information Technology

100% of the of responses in this project will be collected electronically by note takers during virtual group discussions.

4. Non-duplication

Focus group data from complex military settings are not available anywhere else; this data collection effort is unique. These focus group data are required to identify and prioritize the most impactful barriers that complex military settings may face when implementing integrated primary prevention efforts.

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

Focus group data is being collected from individuals only once (i.e., individuals only participate in a single focus group). Therefore, there is no less frequent collection possible.

To reduce the number of focus groups needed for this collection, RAND previously held discussions with a working group of military headquarters-level subject matter experts to identify known structural and systemic barriers and enablers for integrated primary prevention efforts in complex military communities (e.g., joint base, remote, or isolated). These discussions were used to inform scope the focus group data collection.

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 30-Day Federal Register Notice for the collection published on Friday, September 29, 2023. The 30-Day FRN citation is 88 FRN 67262.

## Part B: CONSULTATION

We have consulted with representatives from each DoD service/component (Army, Navy, etc.) and with the offices responsible for managing the project. This feedback enhanced the utility of the focus group protocol and questions.

### 9. Gifts or Payment

We will not be offering gifts or payment for participating in the project.

### 10. Confidentiality

A Privacy Act Statement is not provided because we are not asking participants to provide personal information for storage on a system of record.

A System of Record Notice (SORN) is required for this collection and can be found at: [Federal Register :: Privacy Act of 1974; System of Records](#)

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

Maintain records for 5 years in accordance with OSD RDS 1807-02.

### 11. Sensitive Questions

No sensitive questions will be asked in this project. Participants be reminded at the outset of the focus group to not offer sensitive information.

### 12. Respondent Burden and its Labor Costs

## Part A: ESTIMATION OF RESPONDENT BURDEN

Below is an estimate of burden for the focus groups.

### 1) Collection Instrument(s)

#### [Focus Groups]

- a) Number of Respondents: 32
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 32
- d) Response Time: 1
- e) Respondent Burden Hours: 32 hours

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

- a) Total Number of Respondents: 32
- b) Total Number of Annual Responses: 32

Part B: LABOR COST OF RESPONDENT BURDEN

Below is an estimate of labor cost burden for the focus groups. Wage rate is an average across the various IPP personnel that will be hired. Salaries were taken from USA Jobs IPP personnel job postings.

1) Collection Instrument(s)

[Focus Groups]

- a) Number of Total Annual Responses: 32
- b) Response Time: 1 hour
- c) Respondent Hourly Wage: \$39.75
- d) Labor Burden per Response: \$39.75
- e) Total Labor Burden: \$1,272

2) Overall Labor Burden

- a) Total Number of Annual Responses: 32
- b) Total Labor Burden: \$1,272

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)

[Focus Groups] – No Labor cost to the Federal Government. RAND will collect this information from respondents, so there is only respondent burden for these data collections, as outlined below.

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

#### Part B: OPERATIONAL AND MAINTENANCE COSTS

The below costs are the funds DoD is providing to RAND to carry out the project.

- 1) Cost Categories
  - a) Equipment: \$0
  - b) Printing: \$0
  - c) Postage: \$0
  - d) Software Purchases: \$0
  - e) Licensing Costs: \$0
  - f) Other:
    - i. Labor – \$71,681
    - ii. Computing - \$3,144
- 2) Total Operational and Maintenance Cost: \$74,825

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

- 1) Total Labor Cost to the Federal Government: \$1,272
- 2) Total Operational and Maintenance Costs: \$74,825
- 3) Total Cost to the Federal Government: \$76,097

#### 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.