

## SUPPORTING STATEMENT – PART B

### **B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

If the collection of information employs statistical methods, the following information should be provided in this Supporting Statement:

The proposed information collection does involve statistical methods. Information collected is not intended to be nationally representative.

#### **1. Description of the Activity**

We will employ a highly-controlled recruiting and sampling process for this qualitative research effort, working with Service points of contact (POCs) and using demographic quotas such as racial/ethnic minority group, gender, military rank, willingness to share their perceptions and experiences with sexual harassment, sexual assault, racial discrimination, and gender discrimination to ensure diversity in the participant pool with regards to their experiences as minority Service members.

The focus group inclusion criteria threshold will be met if/when a potential participant expresses interest in sharing their perceptions, opinions, beliefs, and attitudes regarding the intersectionality of racial and ethnic minorities, sexual harassment, sexual assault, gender differences, and potential implications of their military rank. In short, if a Service member wants to share their thoughts in a focus group setting, they will be invited to participate as long as the quotas for their demographic have not been met. If the focus group quotas for a particular demographic have been met, but there are additional Service members from that demographic who wish to participate, they will be invited to participate in an individual interview.

For the individual interviews, in accordance with the terms outlined in the initial Performance Work Statement (PWS), we will strive to interview at least 15 racial/ethnic minority Service members who are survivors of sexual assault. The remaining 25-35 interview participants will be comprised of Service members who have experienced sexual assault, sexual harassment, gender discrimination, racial discrimination, or any combination of these adverse events. Interview participants may also include populations that may be more difficult to recruit a minimum of four participants to seat a focus group.

#### **2. Procedures for the Collection of Information**

Given the qualitative nature of this research, there is no calculated statistical degree of accuracy and no specialized statistical sampling procedures will be implemented. However, we will include a robust sample size with racial/ethnic minority, military rank, and gender diversity sufficient to elicit saturation of participants' relevant perspectives for the purposes of this study. Participants for focus groups will be invited to participate based on racial/ethnic data provided by each Service and availability to participate at the given times. Participants for interviews will be recommended by Installation POCs, who we will rely on to identify Service members who meet our eligibility criteria. This is a one-time data collection, and as such, no periodic or cyclical data collection is planned.

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

To maximize participation, an initial recruitment email, and a follow-up email to non-responders will be sent to encourage focus group participation. To ensure the accuracy and reliability of the recorded responses during focus groups and interviews, trained moderators will facilitate each session, along with a trained notetaker, writing notes in real time. This information will be used in conjunction with professional transcription services to ensure the accuracy and reliability of the respondents' information. We will recruit a diverse sample of participants but, due to the nature of qualitative research, results are not intended to be generalizable in the same way as a quantitative study.

### **4. Tests of Procedures**

Leveraging Fors Marsh staff who are military Veterans, all participant communications (e.g., recruitment e-mails, focus group and interview protocols) will be pilot tested with a small sample using think-aloud protocols to ensure materials are clear, actionable, and respectful to the target audience. We will execute two focus group dry runs and one interview dry run using Fors Marsh's military Veterans as mock participants. These dry runs will be attended by the moderator and notetaker team to ensure protocol questions and follow-up probes are administered consistently across the entire data collection. In addition to ensuring the focus group and interview protocols are clear and respectful to the target audience, the dry runs will test the structure, activities, and timing of the protocols to ensure that the primary data collection progresses as intended. Following the dry runs, the focus group and interview protocols will be reviewed and revised a final time, incorporating any lessons learned. Additionally, moderators will complete sensitive topics training facilitated by Mr. Eddie Pierce, who has extensive training and expertise in conducting qualitative research with sensitive topics and military populations, prior to moderating focus groups or interviews.

### **5. Statistical Consultation and Information Analysis**

As this is qualitative research, no statistical consultation was performed. However, the proposed protocol was developed and reviewed extensively by PERSEREC, SAPRO, ODEI, and Fors Marsh staff, as identified below. PERSEREC and Fors Marsh staff will participate in analyzing the information and creating technical reports.

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