

## SUPPORTING STATEMENT - PART A

Marine Corps Marathon Race Applications – OMB Control Number 0703-0053

### Summary of Changes:

- The burden has decreased due to race field changes. Data is analyzed and used for projections in race field planning. There is a steady decline in runner participation across the running industry.
- The names and number of some of the applications & marathon races have changed. Additionally, the burden for the SemperFred has been removed.

### 1. Need for the Information Collection

The collection is needed to gather runner's data and survey in order to conduct the races. Marine Corps Installation Capital Regional Command (MCNICR) Order Draft identifies and lists the Marine Corps Marathon Organization's (MCMO) responsibilities to conduct the races. Marine Corps Marathon Bulletin, Marine Corps Installation National Capital Regional (MCNICR) Command 1710 lists the Marine Corps Marathon task organization and Memorandum of Understanding Support and lists out the responsibilities of the Commander, Marine Corps Base Quantico and the Director, MCMO. Operations Plan 1-16 is an operations manual explaining race operations, week-end events, and targeting specific organizations with duties. The Letters of Instructions (LOI) 1700 B52 provide instruction on the planning and execution of the Marine Corps Historic Half, Semper Five and Devil Dog Double and its events, the Marine Corps 1775 in Prince William County and all event series races on the Marine Corps Base in Quantico, VA. The MCMO's mission statement is as follows: Mission of the Marine Corps Marathon is to provide physical fitness, generate community goodwill, and showcase the organizations' skill of the United States Marine Corps.

### 2. Use of the Information

The MCMO will announce the races and registration information in press releases and promotion cards to interest the runner and entice them to sign up for the races. The runners will go the URL [www.marinemarathon.com](http://www.marinemarathon.com), click on the events page and then select the race of their choice by clicking on the register button. The website explains the races and goes through details of event day. All races have their own details page and registration button. Once the runner selects the registration, which is an online process, he/she will fill out pertinent data needed to participate in the race, the different events, may purchase clothing, photos and training modules and then pay for their entry. There is no paper application available. The runners' information is used to conduct the race. After registration, the runner will receive an instant email confirmation to confirm their race entry. The data collection is necessary to identify runners for timing purposes and in case of emergency, award calculations, sponsorship enhancement, and marketing relationships. Throughout the year, we communicate and educate the runners on an ongoing basis utilizing newsletters, broadcast e-mails, social media or other mail-outs. The runners are made aware of the collection and sign a waiver that explains the usage of data for publication. The data is encrypted and protected on secured servers accessible only by the MCMO's staff and by the vendor that collects the entries for the MCMO. The vendor is PII compliant and went through a stringent vetting process during the request for proposal (RFP) and contract award process via the Marine Corps Community

Services (MCCS) Contracting and Procurement office. Only very select sponsors receive the data as specified within their contract to promote race related items, such as runners' photographs and runners' clothing.

3. Use of Information Technology

The MCMO collects the data via online registration accessible through their website [www.marinemarathon.com](http://www.marinemarathon.com) and downloads/uploads records via a secure server. 100% of data is collected electronically. The automated process enhances the ability to collect data accurately and in a timely manner.

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 consequence, if we would not collect any data, would mean we would not be able to conduct Marine Corps Marathon Organization races.

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 Wednesday, October 9, 2019. The 60-Day FRN citation is 84 FRN 54130.

No comments were received during the 60-Day Comment Period.

A 30-Day Federal Register Notice for the collection published on Friday, May 29, 2020. The 30-Day FRN citation is 85 FRN 32374.

Part B: CONSULTATION

No additional consultation apart from soliciting public comments through the 60-Day Federal Register Noticed 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

The Privacy Act Statement is on the website and on all applications.

This collection is covered under SORN MMC00010, available at <https://dpcl.d.defense.gov/Privacy/SORNsIndex/DOD-wide-SORN-Article-View/Article/570650/mmc00010/>.

A Privacy Impact Assessment (PIA) "Marine Corps Marathon Automated Support System" is required and is published at <https://www.doncio.navy.mil/exports.aspx?id=4316>.

Retention and Disposition: Disposition pending. Until the National Archives and Records Administration (NARA) disposition schedule is approved, treat as permanent.

11. Sensitive Questions

The MCMO collects data such as weight, date of birth and age to determine awards categories. The race contains a Clydesdale category where certain runners in a specified weight category, receive a Clydesdale award. Additionally, there are age category awards, Masters, Seniors, Male and Female awards. We also ask is a runner a hand-cycle, wheelchair or impaired runner because we also have an awards category for those athletes. All runners are made aware of the need to collect this data by posting the awards categories on our website and by asking for their signature for the Publicity and Liability release printed in our applications.

12. Respondent Burden and its Labor Costs

Part A: ESTIMATION OF RESPONDENT BURDEN

- 1) Marine Corps Marathon Registration
  - a) Number of Respondents: 30,000
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 30,000
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 2500 hours
  
- 2) Marine Corps Marathon Kids Race Registration
  - a) Number of Respondents: 3,600
  - b) Number of Responses Per Respondent: 1

- c) Number of Total Annual Responses: 3,600
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 300 hours
- 3) Marine Corps Historic Half Registration
- a) Number of Respondents: 8,000
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 8,000
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 666.67 hours
- 4) Semper Five Miler Registration
- a) Number of Respondents: 2,000
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 2,000
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 166.67 hours
- 5) MCM 1775K Registration
- a) Number of Respondents: 3,000
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 3,000
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 250 hours
- 6) RunAmuck Registration
- a) Number of Respondents: 2,700
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 2,700
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 225 hours
- 7) Bellauwood Registration
- a) Number of Respondents: 500
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 500
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 41.67 hours
- 8) Quantico Triathlon Registration
- a) Number of Respondents: 600
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 600
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 50 hours

- 9) Quantico 12k Registration
  - a) Number of Respondents: 500
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 500
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 41.67 hours
  
- 10) Turkey Trot Registration
  - a) Number of Respondents: 1,400
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 1,400
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 116.67 hours
  
- 11) Turkey Trot One Miler Registration
  - a) Number of Respondents: 300
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 300
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 25 hours
  
- 12) Devil Dog Double Registration
  - a) Number of Respondents: 600
  - b) Number of Responses Per Respondent: 1
  - c) Number of Total Annual Responses: 600
  - d) Response Time: 5 minutes
  - e) Respondent Burden Hours: 50 hours

2) Total Submission Burden

- a) Total Number of Respondents: 53,200
- b) Total Number of Annual Responses: 53,200
- c) Total Respondent Burden Hours: 4,433.35 hours

Part B: LABOR COST OF RESPONDENT BURDEN

1) MCM Organization Races, Instruments 1-12

- a) Number of Total Annual Responses: 53,200
- b) Response Time: 5 minutes
- c) Respondent Hourly Wage: \$7.25
- d) Labor Burden per Response: \$0.60
- e) Total Labor Burden: \$32,141.67

2) Overall Labor Burden

- a. Total Number of Annual Responses: 53,200
- b. Total Labor Burden: \$32,141.67

The Respondent hourly wage was determined by using the Department of Labor Wage Website (<http://www.dol.gov/dol/topic/wages/index.htm>)

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

There is no labor cost to the Federal Government since the data is collected by an approved contractor. The contractor does not charge the MCM Organization.

Part B: OPERATIONAL AND MAINTENANCE COSTS

- 1) Cost Categories
  - a) Equipment: \$5,000
  - b) Printing: \$1,000
  - c) Postage: \$0
  - d) Software Purchases: \$0
  - e) Licensing Costs: \$0
  - f) Other: \$500
  
- 2) Total Operational and Maintenance Cost: \$6,500

Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

- 1) Total Labor Cost to the Federal Government: \$0.00
- 2) Total Operational and Maintenance Costs: \$6,500
- 3) Total Cost to the Federal Government: \$6,500

15. Reasons for Change in Burden

The burden has decreased due to race field changes. Data is analyzed and used for projections in race field planning. There is a steady decline in runner participation across the running industry.

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 of 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.