



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Electronic Biomedical Research Application Portal (eBRAP)

US Army Medical Command - Defense Health Program (DHP) Funded Application

SECTION 1: IS A PIA REQUIRED?

a. Will this Department of Defense (DoD) information system or electronic collection of information (referred to as an "electronic collection" for the purpose of this form) collect, maintain, use, and/or disseminate PII about members of the public, Federal personnel, contractors or foreign nationals employed at U.S. military facilities internationally? Choose one option from the choices below. (Choose (3) for foreign nationals).

- (1) Yes, from members of the general public.
- (2) Yes, from Federal personnel* and/or Federal contractors.
- (3) Yes, from both members of the general public and Federal personnel and/or Federal contractors.
- (4) No

* "Federal personnel" are referred to in the DoD IT Portfolio Repository (DITPR) as "Federal employees."

b. If "No," ensure that DITPR or the authoritative database that updates DITPR is annotated for the reason(s) why a PIA is not required. If the DoD information system or electronic collection is not in DITPR, ensure that the reason(s) are recorded in appropriate documentation.

c. If "Yes," then a PIA is required. Proceed to Section 2.

SECTION 2: PIA SUMMARY INFORMATION

a. Why is this PIA being created or updated? Choose one:

- New DoD Information System
- Existing DoD Information System
- Significantly Modified DoD Information System
- New Electronic Collection
- Existing Electronic Collection

b. Is this DoD information system registered in the DITPR or the DoD Secret Internet Protocol Router Network (SIPRNET) IT Registry?

- Yes, DITPR** Enter DITPR System Identification Number
- Yes, SIPRNET** Enter SIPRNET Identification Number
- No**

c. Does this DoD information system have an IT investment Unique Project Identifier (UPI), required by section 53 of Office of Management and Budget (OMB) Circular A-11?

- Yes**
- No**

If "Yes," enter UPI

If unsure, consult the Component IT Budget Point of Contact to obtain the UPI.

d. Does this DoD information system or electronic collection require a Privacy Act System of Records Notice (SORN)?

A Privacy Act SORN is required if the information system or electronic collection contains information about U.S. citizens or lawful permanent U.S. residents that is retrieved by name or other unique identifier. PIA and Privacy Act SORN information should be consistent.

- Yes**
- No**

If "Yes," enter Privacy Act SORN Identifier

DoD Component-assigned designator, not the Federal Register number.
Consult the Component Privacy Office for additional information or
access DoD Privacy Act SORNs at: <http://www.defenselink.mil/privacy/notices/>

or

Date of submission for approval to Defense Privacy Office

Consult the Component Privacy Office for this date.

e. Does this DoD information system or electronic collection have an OMB Control Number?

Contact the Component Information Management Control Officer or DoD Clearance Officer for this information.

This number indicates OMB approval to collect data from 10 or more members of the public in a 12-month period regardless of form or format.

Yes

Enter OMB Control Number

Enter Expiration Date

No

f. Authority to collect information. A Federal law, Executive Order of the President (EO), or DoD requirement must authorize the collection and maintenance of a system of records.

(1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be the same.

(2) Cite the authority for this DoD information system or electronic collection to collect, use, maintain and/or disseminate PII. (If multiple authorities are cited, provide all that apply.)

(a) Whenever possible, cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.

(b) If a specific statute or EO does not exist, determine if an indirect statutory authority can be cited. An indirect authority may be cited if the authority requires the operation or administration of a program, the execution of which will require the collection and maintenance of a system of records.

(c) DoD Components can use their general statutory grants of authority ("internal housekeeping") as the primary authority. The requirement, directive, or instruction implementing the statute within the DoD Component should be identified.

Section 113, Title 10 United States Code: Secretary of Defense
Public Law 106-107, Federal Financial Assistance Management Improvement Act
Federal Acquisition Regulations, Part 4.5

DoDD Directive 3210.06, Defense Grant and Agreement Regulatory System (DGAR), dated February 6, 2014.

g. Summary of DoD information system or electronic collection. Answers to these questions should be consistent with security guidelines for release of information to the public.

(1) Describe the purpose of this DoD information system or electronic collection and briefly describe the types of personal information about individuals collected in the system.

The purpose of the Electronic Biomedical Research Application Portal (eBRAP) is to allow the Office of Congressionally Directed Medical Research Programs (CDMRP), its supporting agencies, and its contractors to electronically receive, process and manage research proposal applications. eBRAP is the front-end interface that the public can access as opposed to the Electronic Grants System (EGS) that is the US Army Medical Research and Materiel Command (USAMRMC) restricted back-end data repository used to manage awards. The information collected is necessary for the execution of research funding requests made by research institutions. Information collected is standard for all procurement actions, without which funds could not be obligated. Certain information including name of institution, name of investigator, and amount of award are made public upon award. Users of the eBRAP application cannot retrieve any PII data using a name or unique identifier and only are allowed access to their own individual information that is required for the submission of their research proposal application.

This system collects and manages the following personal information: Name, Race/Ethnicity (optional), Employment Information, Education Information, and Business Telephone Number, Business Email Address, and Business Mailing Address.

This PIA updates the eBRAP PIA approved on 7 June 2013.

(2) Briefly describe the privacy risks associated with the PII collected and how these risks are addressed to safeguard privacy.

The privacy risks associated with the PII collection are unauthorized access and unauthorized disclosure of PII. There are administrative, technical, and physical security measures in place to mitigate these risks. The specific security measures are addressed in Section 3 below.

h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component (e.g., other DoD Components, Federal Agencies)? Indicate all that apply.

Within the DoD Component.

Specify.

The PII will be shared with the following USAMRMC personnel: Program Managers, Grants Managers, Administrative Support Personnel, Grants Specialists, Budget Specialists, Contract Specialists, Procurement Technicians, Contracting Officers, Accounting Personnel, Research Administration Support, Human Subject Reviewers, Animal Care and Use Reviewers, Office of Research Protections Managers, Environmental Officer, Safety Review Specialists, System Developers, System Administrators, Directorate of Information Management Technical Staff, Security and Information Assurance Staff.

Other DoD Components.

Specify.

Other Federal Agencies.

Specify.

State and Local Agencies.

Specify.

Contractor (Enter name and describe the language in the contract that safeguards PII.)

Specify.

CSRA, Inc. The contract indicates that the contractor shall take government mandated training. All contractor personnel have signed a non-disclosure statement attesting to maintaining the confidentiality of the PII. In addition, the "TRICARE Management Activity Privacy Office Standard Contract Language for Protection of Personal Information" is in the contract.

Other (e.g., commercial providers, colleges).

Specify.

i. Do individuals have the opportunity to object to the collection of their PII?

Yes

No

(1) If "Yes," describe method by which individuals can object to the collection of PII.

PII is collected in eBRAP directly from the applicant and from an existing system (Grants.gov).
- When PII is collected in eBRAP directly from the applicant, the Privacy Act Statement is provided to the applicant on the eBRAP home page. Submission of the information is voluntary. A person may elect not to submit an application if they do not wish to have their information collected. Failure to provide full and complete information, however, may reduce the possibility of receiving a research award.
- PII is collected in eBRAP from an existing system (Grants.gov) because P.L.106-107 mandated that all applications for Federal funding must be submitted through Grants.gov, and this system requires collection of information on the application forms as mandatory data. Grants.gov has a Privacy Policy on its home page. A person may elect not to submit an application if they do not wish to have their information collected.

(2) If "No," state the reason why individuals cannot object.

j. Do individuals have the opportunity to consent to the specific uses of their PII?

Yes

No

(1) If "Yes," describe the method by which individuals can give or withhold their consent.

PII is collected in eBRAP directly from the applicant and from an existing system (Grants.gov).
- When PII is collected in eBRAP directly from the applicant, the Privacy Act Statement is provided to the

applicant on the eBRAP home page. Submission of the information is voluntary. A person may elect not to submit an application if they do not consent to the uses of their information. Failure to provide full and complete information, however, may reduce the possibility of receiving a research award.

- PII is collected in eBRAP from an existing system (Grants.gov) because P.L.106-107 mandated that all applications for Federal funding must be submitted through Grants.gov, and this system requires collection of information on the application forms as mandatory data. Grants.gov has a Privacy Policy on its home page. A person may elect not to submit an application if they do not consent to the specific uses of their PII. Failure to provide full and complete information, however, may reduce the possibility of receiving a research award.

(2) If "No," state the reason why individuals cannot give or withhold their consent.

k. What information is provided to an individual when asked to provide PII data? Indicate all that apply.

- Privacy Act Statement**
 Privacy Advisory
 Other
 None

Describe each applicable format.

The Electronic Biomedical Application Portal (eBRAP) provides a Privacy Act Statement to users who are submitting PII.

PRIVACY ACT STATEMENT

Authorities: Section 113, Title 10, United States Code: Secretary of Defense Federal Acquisition Regulations Part 4.5.

Purposes: The information will be used in connection with the selection of qualified proposals submitted by applicants in order to make research awards. To permit authorized individuals to view their data for purpose of verifying its accuracy and to update the data when it is not current or is inaccurate. To audit user access to ensure that access is only granted to users that are authorized access to the information

Routine Uses: The information requested may be disclosed to qualified reviewers and staff assistants as part of the proposal review process, funding decisions, or the administration of research awards; or to other government agencies for comparison of funded research. eBRAP does not share information with any private organizations and does not collect information for commercial marketing.

Disclosure: Submission of the information is voluntary. Failure to provide full and complete information, however, may reduce the possibility of receiving a research award.

NOTE:

Sections 1 and 2 above are to be posted to the Component's Web site. Posting of these Sections indicates that the PIA has been reviewed to ensure that appropriate safeguards are in place to protect privacy.

A Component may restrict the publication of Sections 1 and/or 2 if they contain information that would reveal sensitive information or raise security concerns.