

## PRIVACY IMPACT ASSESSMENT (PIA)

**PRESCRIBING AUTHORITY:** DoD Instruction 5400.16, "DoD Privacy Impact Assessment (PIA) Guidance". Complete this form for Department of Defense (DoD) information systems or electronic collections of information (referred to as an "electronic collection" for the purpose of this form) that collect, maintain, use, and/or disseminate personally identifiable information (PII) about members of the public, Federal employees, contractors, or foreign nationals employed at U.S. military facilities internationally. In the case where no PII is collected, the PIA will serve as a conclusive determination that privacy requirements do not apply to system.

**1. DOD INFORMATION SYSTEM/ELECTRONIC COLLECTION NAME:**

Electronic Grants System (EGS)

**2. DOD COMPONENT NAME:**

Defense Health Agency

**3. PIA APPROVAL DATE:**

04/24/24

Medical Research and Development Command

### SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

**a. The PII is:** (Check one. Note: Federal contractors, military family members, and foreign nationals are included in general public.)

- From members of the general public  From Federal employees  
 from both members of the general public and Federal employees  Not Collected (if checked proceed to Section 4)

**b. The PII is in a:** (Check one.)

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

**c. Describe the purpose of this DoD information system or electronic collection and describe the types of personal information about individuals collected in the system.**

Electronic Grants System (EGS) is the restricted back-end repository used to manage proposals and awards by Government employees and contractors allowing the Office of Congressionally Directed Medical Research Programs (CDMRP), its partner agencies, and supporting contractors to electronically manage biomedical research awards. The system integrates data and files from processes including pre-applications, proposals, peer and programmatic reviews, funded awards and research protocols. EGS facilitates workflows including award negotiations, technical report reviews, award actions, program evaluation and regulatory reviews. The electronic processes incorporated in EGS increase efficiency in awards administration and data management as well as increase data quality and security. It allows for contractors and partner agencies to collaborate and share data as well as allow for the capture of scientific research outcomes for analysis and reporting to stakeholders including Congress, United States Army Medical Research and Development Command (USAMRDC), and the Defense Health Agency (DHA). EGS users can perform searches for the research proposal and awards with the record(s) which contain links to Principal Investigator's research proposals and a list of the awards that have been issued. Approximately 12,000 new proposals are processed annually, and an average of 4700 active awards are managed.

The Personally Identifiable Information (PII) collected for procurement actions is necessary for the execution of research funding requests by research institutions and includes: applicant's demographics, employment information, and education information. Select information including name of institution, name of investigator, and amount of award are made public upon award. The categories of individuals with records in EGS are research proposal applicants, award, and research protocol recipients.

Electronic Grants System (EGS) is the USAMRDC restricted back-end data repository for managing awards. The EGS Database uses PostgreSQL and is housed on government-furnished equipment at the CloudHQ data center under the control of General Dynamics Information Technology, Inc (GDIT).

**d. Why is the PII collected and/or what is the intended use of the PII?** (e.g., verification, identification, authentication, data matching, mission-related use, administrative use)

The collected PII is used for administrative and mission-related purposes to provide government oversight and fulfill contracting requirements; for identification purposes and to match individuals with their records and reports. PII is stored in EGS for the duration of the individual's award and then archived at which time records are officially closed following required acquisition policies.

**e. Do individuals have the opportunity to object to the collection of their PII?**  Yes  No

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

(2) If "No," state the reason why individuals cannot object to the collection of PII.

The PII included in this system is obtained from other existing systems (eBRAP, Grants.gov), records, and reports.

f. 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.

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

The PII included in this system is obtained from other existing systems (eBRAP, Grants.gov), records, and reports. The individual submits his/her PII to the Grants.gov system. The PII is retrieved from the Grants.gov system via an interface with the eBRAP application and EGS then pulls that information from eBRAP.

g. When an individual is asked to provide PII, a Privacy Act Statement (PAS) and/or a Privacy Advisory must be provided. (Check as appropriate and provide the actual wording.)

Privacy Act Statement  Privacy Advisory  Not Applicable

h. With whom will the PII be shared through data/system exchange, both within your DoD Component and outside your Component? (Check all that apply)

- Within the DoD Component Specify:
- Other DoD Components (i.e. Army, Navy, Air Force) Specify:
- Other Federal Agencies (i.e. Veteran's Affairs, Energy, State) Specify:
- State and Local Agencies Specify:
- Contractor (Name of contractor and describe the language in the contract that safeguards PII. Include whether FAR privacy clauses, i.e., 52.224-1, Privacy Act Notification, 52.224-2, Privacy Act, and FAR 39.105 are included in the contract.) Specify:
- Other (e.g., commercial providers, colleges). Specify:

i. Source of the PII collected is: (Check all that apply and list all information systems if applicable)

- Individuals  Databases
- Existing DoD Information Systems  Commercial Systems
- Other Federal Information Systems

Existing DoD Information System: Electronic Biomedical Research Application Portal (eBRAP)  
Federal Information System: Grants.gov

j. How will the information be collected? (Check all that apply and list all Official Form Numbers if applicable)

- E-mail  Official Form (Enter Form Number(s) in the box below)
- In-Person Contact  Paper
- Fax  Telephone Interview
- Information Sharing - System to System  Website/E-Form
- Other (If Other, enter the information in the box below)

System to System Sharing: eBRAP interfaces with EGS.

k. 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 must be consistent.

Yes  No

If "Yes," enter SORN System Identifier

SORN Identifier, not the Federal Register (FR) Citation. Consult the DoD Component Privacy Office for additional information or <http://dpcl.dod.mil/Privacy/SORNs/>  
or

If a SORN has not yet been published in the Federal Register, enter date of submission for approval to Defense Privacy, Civil Liberties, and Transparency Division (DPCLTD). Consult the DoD Component Privacy Office for this date

If "No," explain why the SORN is not required in accordance with DoD Regulation 5400.11-R: Department of Defense Privacy Program.

PII does not originate in EGS, data is retrieved from eBRAP via Grants.gov.

**I. What is the National Archives and Records Administration (NARA) approved, pending or general records schedule (GRS) disposition authority for the system or for the records maintained in the system?**

(1) NARA Job Number or General Records Schedule Authority.

GRS 1.2, item 020 (DAA-GRS-2013-0008-0001)

(2) If pending, provide the date the SF-115 was submitted to NARA.

(3) Retention Instructions.

FILE NUMBER: 206-21

DISPOSITION: Temporary. Cut off upon final action. Destroy 10 years after cutoff.

**m. What is the authority to collect information? A Federal law or Executive Order must authorize the collection and maintenance of a system of records. For PII not collected or maintained in a system of records, the collection or maintenance of the PII must be necessary to discharge the requirements of a statute or Executive Order.**

- (1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be similar.
- (2) If a SORN does not apply, 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) Cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.

(b) If direct statutory authority or an Executive Order does not exist, indirect statutory 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) If direct or indirect authority does not exist, 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 must 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; DoD Directive 3210.06, Defense Grant and Agreement Regulatory System (DGAR); Executive Order 10450, 9397; and Public Law 99-474, the Computer Fraud and Abuse Act.

**n. Does this DoD information system or electronic collection have an active and approved Office of Management and Budget (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  No  Pending

- (1) If "Yes," list all applicable OMB Control Numbers, collection titles, and expiration dates.
- (2) If "No," explain why OMB approval is not required in accordance with DoD Manual 8910.01, Volume 2, "DoD Information Collections Manual: Procedures for DoD Public Information Collections."
- (3) If "Pending," provide the date for the 60 and/or 30 day notice and the Federal Register citation.

The information collected in this system is for research funding requests and is not considered a public information collection per DoDM 8910.01, V2, Encl 3, paragraph 8b(5).