

## **SUPPORTING STATEMENT FOR PAPERWORK REDUCTION SUBMISSION**

### **CBET Grantees Workshop Expectations Survey**

#### **A. JUSTIFICATION**

##### **1. CIRCUMSTANCES MAKING COLLECTION OF INFORMATION NECESSARY**

On September 11, 1993, President Clinton issued Executive Order 12862, “Setting Customer Service Standards,” which clearly defined his vision that the Federal agencies will put the public first. To accomplish this, President Clinton called for a “revolution within the Federal government to change the way it does business.” He expected this process to require continual reform of government practices and operations to the end that, “when dealing with the Federal agencies, all people receive service that matches or exceeds the best service available in the private sector.”

Section 1(b) of this E.O. requires agencies to “survey customers to determine the kind and quality of services they want and their level of satisfaction with existing services” and Section 1(a) requires agencies to “survey front-line employees on barriers to, and ideas for, matching the best in business.” These Presidential requirements established an ongoing need for the National Science Foundation (NSF) to engage in an interactive process of collecting information and using it to improve program services and processes.

The CBET Division is planning a grantees conference aimed at giving grantees an opportunity to learn from one another, exchange best practices, generate new ideas, establish future directions, etc. At the same meeting, we would like to hear from grantees about research updates and suggestions for how we can improve operations on NSF CBET.

It is CBET's goal to maximize the benefits of this conference to the grantees so we have devised a short survey for grantees to share their opinions about which topics should be emphasized and what they hope to gain from such a conference. We are hoping that this will allow us to design a program that meets grantees expectations, creates a forum for new ideas, and provides us valuable feedback.

**2. HOW, BY WHOM, AND PURPOSE FOR WHICH INFORMATION IS TO BE USED**

The intended respondents are NSF CBET grantees over the past five years. The data collected will be used by CBET staff to craft of the agenda for the grantees conference to ensure maximal benefit to both NSF and NSF grantees.

**3. USE OF AUTOMATION**

The survey will be conducted via a web page that will be accessible at: <http://www.surveymonkey.com/s/NJDJF8D>.

**4. EFFORTS TO IDENTIFY DUPLICATION**

N/A

**5. SMALL BUSINESS CONSIDERATIONS**

N/A

**6. CONSEQUENCES OF LESS FREQUENT COLLECTION**

N/A

**7. SPECIAL CIRCUMSTANCES FOR COLLECTION**

N/A

**8. FEDERAL REGISTER NOTICE.**

The agency's notices, as required by 5 CFR 1320.8(d), were published in the *Federal Register* on January 22, 2008, at 73 FR 3756 and March 29, 2008 at 73 FR 16725 and no comments were received.

## **9. OUTSIDE CONSULTATION**

It is estimated that completion of the survey will take no more than 6 minutes based on experience from CBET Program Directors.

## **10. GIFTS OR REMUNERATION**

N/A

## **11. CONFIDENTIALITY PROVIDED TO RESPONDENTS**

No identifying information will be collected, and we will have no method to identify respondents.

## **12. QUESTIONS OF A SENSITIVE NATURE**

No questions of a sensitive nature will be asked.

## **13. ESTIMATE OF BURDEN**

The estimated burden of time is 15000 minutes = 6 minutes/respondent x 2500 respondents.

### **ANNUALIZED COST TO RESPONDENTS**

Mean salaries for faculty in United States: reference Bureau of Labor Statistics (<http://www.bls.gov/oco/ocos066.htm>)

\$108,749/yr – Full Professor

\$76,147/yr – Associate Professor

\$63,827/yr – Assistant Professor

$\$0.871/\text{minute} \times (6 \text{ minutes}) = \$5.22$  – Full Professor

$\$0.610/\text{minute} \times (6 \text{ minutes}) = \$3.66$  – Associate Professor

$\$.0511/\text{minute} \times (6 \text{ minutes}) = \$3.07$  – Assistant Professor

So, based the above numbers, the cost to a respondent will not exceed \$5.22 based on average salaries and will depend on professor rank with Assistant Professors incurring the lowest cost.

**14. CAPITAL/STARTUP COSTS**

N/A

**15. ANNUALIZED COST TO THE FEDERAL GOVERNMENT**

1 hour staff time to create survey = \$61.76

4 hours staff time to analyze results = \$247.04

Total = \$308.80

**16. CHANGES IN BURDEN**

Not applicable.

**17. PUBLICATION OF COLLECTION**

Not applicable.

**18. SEEKING APPROVAL TO NOT DISPLAY OMB EXPIRATION DATE**

Not applicable.

**19. EXCEPTION(S) TO THE CERTIFICATION STATEMENT (19) ON OMB 83-I**

There are no exceptions.

**B. STATISTICAL METHODS**

Not applicable.

Attachments