

**Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: XXXX-YYYY)**  
**USAID Diaspora Engagement: Venezuela Diaspora Focus Groups**

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**PURPOSE:**

*The U. S. Agency for International Development (USAID), through the Global Development Lab’s Center for Transformational Partnerships (CTP), has contracted with SSG Advisors to assist the USAID Latin America and the Caribbean Bureau (USAID/LAC) to consider different ways in which USAID might effectively engage the Venezuelan diaspora<sup>1</sup> located in the U.S. USAID/LAC is primarily interested in identifying current diaspora engagement efforts--including humanitarian assistance, human rights support, remittances, investment, entrepreneurship, and expertise—and understanding their strengths or the challenges they face.*

*As a part of this research and study, SSG Advisors will conduct focus groups with members of the Venezuelan diaspora in order to capture data and insights that will help USAID/LAC make informed decisions as to potential partnerships with the diaspora. Focus Groups will be held in Houston, TX, and Miami, FL (three groups in total), as these are the cities where the majority of Venezuelan diaspora in the United States is based.*

**DESCRIPTION OF RESPONDENTS:**

*Each focus group will include 8-10 Venezuelan diasporans and be composed of individuals representing a diverse mix of gender, occupation, generation, region, income, and interest/experience in support provided to Venezuela.*

**TYPE OF COLLECTION:** (Check one)

- |   |   |
|---|---|
| <input type="checkbox"/> Customer Comment Card/Complaint Form         | <input type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software | <input type="checkbox"/> Small Discussion Group       |
| <input checked="" type="checkbox"/> Focus Group                       | <input type="checkbox"/> Other: _____                 |

**CERTIFICATION:**

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

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<sup>1</sup> Diaspora is a term of self-identification used by a community of people who live outside a shared country of origin or ancestry. The term includes varied groups with a range of attachments to a homeland, including migrant workers; dual citizens; second, third, and higher generation citizens of a host country; and people with shared ethnic heritage.

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To assist review, please provide answers to the following question:

**Personally Identifiable Information:**

1. Is personally identifiable information (PII) collected?  Yes  No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974?  Yes  No
3. If Applicable, has a System or Records Notice been published?  Yes  No

**Gifts or Payments:**

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants?  Yes  No

*An incentive will be provided to participants of no more than \$100.*

**BURDEN HOURS**

Category of Respondent	No. of Respondents	Participation Time	Burden
Individuals or Households	30	2.5 hours	75 hours
<b>Totals</b>	<b>30</b>	<b>2.5 hours</b>	<b>75 hours</b>

**FEDERAL COST:** The estimated cost to the Federal government is \$28,000

**If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:**

**The selection of your targeted respondents**

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?  Yes  No

If the answer is yes, please provide a description of both below (or attach the sampling plan)? If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

*We are engaging a snowball chain-referral sample technique where our primary points of contact are the leaders of formal and informal diaspora organizations and/or networks. Organizations have been identified by reference to the IRS 501c3 database, internet searches, and personal recommendations from relevant individual contacts. Contacts are being asked to identify a heterogeneous group of 10 people for the focus group.*

**Administration of the Instrument**

1. How will you collect the information? (Check all that apply)  
 Web-based or other forms of Social Media  
 Telephone  
 In-person  
 Mail  
 Other, Explain
2. Will interviewers or facilitators be used?  Yes  No

**Please make sure that all instruments, instructions, and scripts are submitted with the request.**