

Federal Student Aid 2013 Awareness and Outreach Train-the-Trainers Survey¹

[Programming instructions in bold brackets]

The purpose of this survey is to determine your expectations for the upcoming Federal Student Aid event. Please answer these brief questions to help us provide the best event possible for you. The questions will take approximately five minutes to complete. This survey is authorized by the U.S. Office of Management and Budget, Control No. 1845-0045.

1. What is your purpose for attending the event? (check all that apply)
 - a. Gain a basic understanding of federal financial aid
 - b. Find out about recent changes to federal financial aid, such as...
 - i. Program changes
 - ii. Policy changes
 - iii. Process changes
 - iv. New resources
 - v. New tools
 - c. Become a knowledgeable resource on federal financial aid so that I can advise others
 - d. Network with other organizations in my community
 - e. Other (please specify)

2. Are there any questions that you would like addressed at the event?

3. What is your level of familiarity with federal financial aid?
 - a. Beginner: I have no prior knowledge of federal financial aid
 - b. Competent: I have limited knowledge but want to learn more
 - c. Proficient: I have considerable knowledge but would not consider myself an expert
 - d. Expert: I consider myself well-versed in the topic

4. What type of organization are you representing?
 - a. College or university
 - b. High school
 - c. Nonprofit
 - d. Faith-based organization
 - e. Government – federal, state, or local
 - f. For-profit
 - g. Other (please specify)

5. What is the name of the organization you are representing?

¹ This is a pre and post event survey intended to measure the specific outcomes of the outreach event. The first set of questions will be emailed to individuals who have registered for a training event. The second set of questions will be emailed to the individuals who attended the event immediately after the event. The final set of questions will be emailed to those same individuals who attended the event one month or so after the event.

6. How many individuals does your organization serve annually? Please provide an estimate. **[capture number and validate numeric value entered]**
7. Please estimate the number of individuals served in each category. Note: These numbers may overlap, if one individual falls into more than one category. **[capture number and validate numeric value entered]**

Population	Estimated number of individuals served over the course of a year
High school students	
Parents	
Non-traditional students (over the age of 25)	
First-generation students (parents do not have a college degree)	
Low-income students	
Veterans	
Other (please specify)	
Not applicable (please specify)	

Thank you for completing these questions. We will email additional questions after the event to determine your satisfaction.

Thank you for attending the Federal Student Aid event on [insert date]. The purpose of these follow-up questions is to get feedback about the event. These questions will take approximately five minutes to complete. This survey is authorized by the U.S. Office of Management and Budget, Control No. 1845-0045.

8. Overall, how would you rate the Federal Student Aid event you attended today? **[Scale of 1-5 with 1 being excellent and 5 being poor]**
9. How well did the event meet your expectations? **[Scale of 1-5 with 1 being exceeded expectations and 5 being below expectations]**
10. What was the most important thing you learned from the event?
11. Please rate the impact of the event in the following areas **[Scale: 1 - 5 with 1 being significant impact and 5 being no impact]**
 - a. Increased my knowledge of federal financial aid policies and processes
 - b. Increased my knowledge of Federal Student Aid's resources and tools
 - c. Increased my ability to assist individuals with the federal financial aid process
12. Now that you have attended this event, what do you feel is your level of familiarity with federal financial aid?
 - a. Beginner: I have no prior knowledge of federal financial aid
 - b. Competent: I have limited knowledge but want to learn more
 - c. Proficient: I have considerable knowledge but would not consider myself an expert
 - d. Expert: I consider myself well-versed in the topic

13. How would you rate the trainer(s)? **[Scale of 1-5 with 1 being excellent and 5 being poor]**

14. Do you have any comments on how the event could be improved, or anything else you would like to share with us?

Thank you for attending the Federal Student Aid event on [insert date]. This is our last request for you to answer a few brief questions to determine if the information we provided to you was useful. The questions will take approximately five minutes to complete. This survey is authorized by the U.S. Office of Management and Budget, Control No. 1845-0045.

15. The Federal Student Aid event I attended provided information, resources, and tools that I have used recently. **[Scale of 1 - 5 with 1 being strongly agree and 5 being strongly disagree]**

16. Please indicate how you have taken action or made plans as a result of the Federal Student Aid event you attended (check all that apply):

	I have taken the following action...		I am planning to ...
<input type="checkbox"/>	Organized a FAFSA completion event	<input type="checkbox"/>	Organize a FAFSA completion event
<input type="checkbox"/>	Organized a college access event	<input type="checkbox"/>	Organize a college access event
<input type="checkbox"/>	Shared information with potential postsecondary students	<input type="checkbox"/>	Share information with potential postsecondary students
<input type="checkbox"/>	Updated my organization's materials or websites	<input type="checkbox"/>	Update my organization's materials or websites
<input type="checkbox"/>	Shared information with my partners in the community	<input type="checkbox"/>	Share information with my partners in the community
<input type="checkbox"/>	Created community partnerships	<input type="checkbox"/>	Create community partnerships
<input type="checkbox"/>	Created a community campaign around financial aid	<input type="checkbox"/>	Create a community campaign around financial aid
<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>	Other (please specify)
<input type="checkbox"/>	None/not applicable	<input type="checkbox"/>	None/not applicable

17. **[Optional]** Please tell us more about the actions you checked above. We are interested in promising practices that we can share with others.

18. **[If none/not applicable is checked for question 16]** Would you like assistance from Federal Student Aid to help you identify the best methods to raise awareness about federal financial aid in your community?

- a. Yes
- b. No

19. **[Optional. If anything other than none/not applicable is checked for question 16]** Would you like assistance from Federal Student Aid's Awareness and Outreach Team with identifying relevant resources for the actions selected above?

- a. Yes

b. No

20. **[Optional. If yes to question 17, 18, or 19]** Please provide us with the following information:

- a. Name
- b. Organization
- c. Email address