

**quest for Approval under the  
“Generic Clearance for the Collection of Routine Customer Feedback”  
OMB Control No. 0690-0030**

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**TITLE OF INFORMATION COLLECTION:** Pro Bono Patent Program Quarterly Metric Reporting Questionnaire

**PURPOSE:** The USPTO has worked with Pro Bono Advisory Council (PBAC) to determine what information is necessary to ascertain the effectiveness of each regional pro bono hub’s matchmaking operations. The PBAC is responsible for collection of information from the regional hubs which are to occur on a quarterly basis. The information, at its highest level, will allow the USPTO to ascertain whether low-income investors are gaining access to the patent system by ensuring that the regional hubs are matching these investors with local volunteer patent attorneys. The information will also show the total economic benefit derived by the low-income inventors in the form of donated legal services.

**DESCRIPTION OF RESPONDENTS:** The respondents are regional pro bono program administrators who are reporting aggregate information about low-income inventors seeking access to the patent system through the patent pro bono program.

**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 type="checkbox"/> Focus Group                                  | <input checked="" type="checkbox"/> Other: <u>Program Survey</u> |

**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.

Business Unit Certification: William Grant Corboy III, \_\_\_\_\_

OCIO Certification: Lyn A Donaldson\_\_\_\_\_

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

**Personally Identifiable Information:**

- 1. Is personally identifiable information (PII) collected? [ ] Yes [x] No
- 2. If Yes, will any information that is collected be included in records that are subject to the Privacy Act of 1974? [ ] Yes [ ] No
- 3. If Yes, has an up-to-date System of Records Notice (SORN) been published? [ ] Yes [ ] No

**Gifts or Payments:**

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

**BURDEN HOURS**

Category of Respondent	No. of Respondents	Participation Time	Burden Hours
PBAC administrators	16	1 hour, quarterly	64
<b>Totals</b>	<b>16</b>	<b>1 hour, quarterly</b>	<b>64</b>

Ongoing collection? Yes\_\_\_ or No\_x\_\_

**FEDERAL COST:** The estimated annual cost to the Federal government is \$ 59.89 per hour for a GS- 15 step 1 + \$17.97 (30%) \* 8 hours = \$622.88. No annualized capitol or start-up costs as web survey is maintained and run by PBAC.

**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 [ x] 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?

The survey will be extended to the administrators of the 16 regional PBAC hubs once each quarter. Collection of the metrics is done electronically via a web form survey. PBAC has ownership of this survey, but USPTO has been granted user access rights.

**Administration of the Instrument**

- 1. How will you collect the information? (Check all that apply)
  - [x] Web-based or other forms of Social Media
  - [ ] Telephone
  - [ ] In-person

Mail

Other, Explain

2. Will interviewers or facilitators be used?  Yes  No