Request for Approval under the "Generic Clearance for the Collection of Routine Customer Feedback" (OMB Control Number:1530-0023)

TITLE OF INFORMATION COLLECTION: myRA Creative Testing

PURPOSE: The purpose of this project is to obtain feedback on messages and materials being developed to support myRA.

DESCRIPTION OF RESPONDENTS: This research will be conducted with two types of respondents: 1) individuals from the general public who are the financial decision makers in

the	eir household and 2) employer decision makers ase that do and do not currently offer payroll-bo	for small, medium and large companies (both
TY	PE OF COLLECTION: (Check one)	
[] Customer Comment Card/Complaint Form [] Usability Testing (e.g., Website or Software [X] Focus Group		[] Customer Satisfaction Survey [] Small Discussion Group [] Other:
CI	ERTIFICATION:	
 1. 2. 3. 4. 5. 	The collection is voluntary. The collection is low-burden for respondents a The collection is non-controversial and does nagencies. The results are not intended to be disseminated Information gathered will not be used for the policy decisions. The collection is targeted to the solicitation of experience with the program or may have experience	ot raise issues of concern to other federal I to the public. Ourpose of substantially informing influential Opinions from respondents who have
Na	me:	
	Bruce A. Sharp	
То	assist review, please provide answers to the fol	lowing question:
Pe	rsonally Identifiable Information:	
	Is personally identifiable information (PII) col	
2.	If Yes, will any information that is collected b	e 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 N	otice (SORN) been published? [] Yes [] No

Gifts or Payments:

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

General public focus group and bulletin board participants will receive approximately \$75 based on prevailing rates for the location.

Business benefits decision-maker focus group participants (from small, medium, and large-sized companies) receive approximately \$150 based on prevailing rates for the location.

Business benefits decision-makers from small, medium, and large companies will receive approximately \$125 for participating in the bulletin boards per prevailing rates.

BURDEN HOURS

Category of Respondent	No. of	Participation	Burden
	Respondents	Time	
Bulletin-Board Groups – Private Sector Business	14	1.5 hrs	21 hrs
Decision Makers			
Bulletin-Board Groups – General Public	14	1.5 hrs	21 hrs
Focus Group Participants – Private Sector Business	18	2.5 hrs	45 hrs
Decision Makers			
Focus Group Participants – General Public	21	2.5 hrs	52.5 hrs
Individuals			
Totals	67	2.1 hrs average	139.5
			hrs

FEDERAL COST: The estimated annual cost to the Federal government <u>is not known at this</u> time.

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 screening protocol for consumers is designed to recruit participants who are employed and who represent a cross-section of the population in terms of gender, race/ethnicity, age, income, education, employment status, asset levels, and current retirement savings behaviors.

The screening protocol for employer decision makers will ensure that focus group participants are from small, medium, and large-sized companies and that some represent companies who currently do offer payroll-based retirement accounts to employees and others that do not currently offer this benefit. See attached Screeners.

Administration of the Instrument

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

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

Instructions for completing Request for Approval under the "Generic Clearance for the Collection of Routine Customer Feedback"

TITLE OF INFORMATION COLLECTION: Provide the name of the collection that is the subject of the request. (e.g. Comment card for soliciting feedback on xxxx)

PURPOSE: Provide a brief description of the purpose of this collection and how it will be used. If this is part of a larger study or effort, please include this in your explanation.

DESCRIPTION OF RESPONDENTS: Provide a brief description of the targeted group or groups for this collection of information. These groups must have experience with the program.

TYPE OF COLLECTION: Check one box. If you are requesting approval of other instruments under the generic, you must complete a form for each instrument.

CERTIFICATION: Please read the certification carefully. If you incorrectly certify, the collection will be returned as improperly submitted or it will be disapproved.

Personally Identifiable Information: Provide answers to the questions. Note: Agencies should only collect PII to the extent necessary, and they should only retain PII for the period of time that is necessary to achieve a specific objective.

Gifts or Payments: If you answer yes to the question, please describe the incentive and provide a justification for the amount.

BURDEN HOURS:

Category of Respondents: Identify who you expect the respondents to be in terms of the following categories: (1) Individuals or Households;(2) Private Sector; (3) State, local, or tribal governments; or (4) Federal Government. Only one type of respondent can be selected per row. **No. of Respondents:** Provide an estimate of the Number of respondents.

Participation Time: Provide an estimate of the amount of time required for a respondent to participate (e.g. fill out a survey or participate in a focus group)

Burden: Provide the Annual burden hours: Multiply the Number of responses and the participation time and divide by 60.

FEDERAL COST: Provide an estimate of the annual cost to the Federal government.

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. Please provide a description of how you plan to identify your potential group of respondents and how you will select them. If the answer is yes, to the first question, you may provide the sampling plan in an attachment.

Administration of the Instrument: Identify how the information will be collected. More than one box may be checked. Indicate whether there will be interviewers (e.g. for surveys) or facilitators (e.g., for focus groups) used.

Submit all instruments, instructions, and scripts are submitted with the request.