

Request for Approval under the “DOI Generic Clearance for the Collection of Qualitative Feedback on Agency Service Delivery”
OMB Control Number: 1090-0011

TITLE OF INFORMATION COLLECTION:

Non-Federal Landsat User Requirements

PURPOSE:

To obtain basic information about the nature of non-Federal Landsat user needs. The information will be used to improve Federal user experience and satisfaction with satellite image data obtained from the USGS.

The USGS Land Remote Sensing (LRS) Program is responsible for collecting and analyzing the remote sensing requirements of Federal civil agencies. Such requirements typically include land-surface satellite images, including Landsat image data. As the LRS Program moves forward with a detailed process for collecting Federal-agency requirements, the basic information voluntarily provided by non-Federal users will be used to help formulate questions to be used in the Federal information-gathering process. As indicated below, none of the non-Federal user information gathered is intended for publication or release. The non-Federal information gathering and reporting is implemented by the Department of the Interior’s National Geospatial Advisory Committee via its Landsat Advisory Group (LAG) subcommittee, which advises the Department on Landsat satellite capabilities, data distribution, and use. LAG members serve on a voluntary basis and are not paid for their work on the subcommittee.

DESCRIPTION OF RESPONDENTS:

Voluntary non-Federal respondents were selected by LAG members. LAG members will send the questionnaire link to remote sensing professional associations and organizations that have expressed interest in Landsat in the past. Groups included ASPRS, AmericaView, the USGS/NASA-sponsored Landsat Science Team, Esri users, and Google Earth Engine users, among others. Because this is a science survey conducted through professional organizations, respondents are expected to use their business information where requested.

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>Survey Monkey</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.

Name: Timothy Newman
Program Coordinator, USGS Land Remote Sensing Program

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

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
Not applicable: The name and contact information are not collected by or turned over to DOI; they are collected by the Landsat Advisory Group, a third party, and used solely for the purpose of determining organizational affiliation (industry, State government, etc.) and to contact individuals as necessary for clarifications and complaints. PII data will not be published or released as part of any study results.

In the case that some respondents use their personal information rather than business information on the survey, we have identified the Department wide SORN that would cover this usage: DOI Social Networks, DOI-08.

Gifts or Payments:

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

BURDEN HOURS

Category of Respondents	No. of Respondents	Participation Time	Burden
Landsat data users – primarily from the private sector	285	10 minutes	47.5 Hrs
Totals	285	10	47.5

FEDERAL COST: The estimated annual cost to the Federal government is \$ 700

LAG members use their resources to conduct the survey and to write the summary report at the end of the survey. The only minimal Federal Cost was to task the subcommittee with conducting the survey and determining how to implement the results.

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.

Voluntary non-Federal respondents will be selected by LAG members. LAG members will send the questionnaire link to remote sensing professional associations and organizations that have expressed interest in Landsat in the past. Groups included ASPRS, AmericaView, the USGS/NASA-sponsored Landsat Science Team, Esri users, and Google Earth Engine users, among others.

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. Attach final survey monkey form.

The LAG will send the following e-mail message to potential respondents:

“The Landsat Advisory Group has a new task from the Department of Interior to provide the USGS Land Remote Sensing Program with information about non-Federal data requirements for Landsat 10 and beyond. The USGS is collecting the requirements of federal users and have asked the LAG to focus on non-federal users. To fulfill this task we have created a questionnaire on Survey Monkey which can be found at: https://www.surveymonkey.com/s/Landsat_requirements_analysis. The questionnaire is very short – it should take maybe 10 minutes at the most to complete. Would you mind filling it out for us? Also, please pass the link onto any other interested nonfederal Landsat users you think might be interested.”

INSTRUCTIONS

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.

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.

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 in minutes 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.

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