

NATIONAL FOUNDATION ON THE ARTS AND THE HUMANITIES

National Endowment for the Arts

Submission for OMB Review; Comment Request

The National Endowment for the Arts (NEA) has submitted the following public information collection request (ICR) to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995: *Grant Application Guidance Survey*. Copies of this ICR, with applicable supporting documentation, may be obtained by visiting www.Reginfo.gov.

Comments should be sent to the Office of Information and Regulatory Affairs, Attn: OMB Desk Officer for the National Endowment for the Arts, Office of Management and Budget, Room 10235, Washington, DC 20503 202/395-7316, within 30 days from the date of this publication in the Federal Register.

The Office of Management and Budget (OMB) is particularly interested in comments which:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;

- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information including the validity of the methodology and assumptions used;
- Enhance the quality, utility, and clarity of the information to be collected; and
- Could help minimize the burden of the collection of information on those who are to respond, including through the use of electronic submission of responses through Grants.gov.

SUPPLEMENTARY INFORMATION: The Endowment requests the review of its Grant Application Guidance Survey. This entry is issued by the Endowment and contains the following information: (1) the title of the form; (2) how often the required information must be reported; (3) who will be required or asked to report; (4) what the form will be used for; (5) an estimate of the number of responses; (6) the average burden hours per response; (7) an estimate of the total number of hours needed to prepare the form. This entry is not subject to 44 U.S.C. §3504(h).

Agency: National Endowment for the Arts

Title: Grant Application Guidance Survey

OMB Number: 3135-0112

Frequency: Semi-annually

Affected Public: Nonprofit organizations, government agencies, and individuals

Estimated Number of Respondents: 5,764

Estimated Time Per Respondent: 3 minutes

Total Burden Hours: 291

Total Annualized Capital/Startup Costs: 0

Total Annual Costs (Operating/Maintaining Systems or Purchasing Services): \$300

Description: Through the Grant Application Guidance Survey, the National Endowment for the Arts will solicit and collect customer feedback on the guidance it provides to organizations, individuals, and government agencies that apply for grants. This feedback will be used regularly to identify customer service issues with the intent of improving Agency service to its customers. Data collected from this survey will also be used to report on the performance of one of the Agency's strategic objectives from its FY2014-2018 Strategic Plan, ensuring that survey results will be reported publicly.

Kathy Daum

Director, Administrative Services

National Endowment for the Arts