

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 3145-0215)

TITLE OF INFORMATION COLLECTION: Principal investigator web-survey to gauge their interest in participating in the pilot-testing a tracking system for REU site students

PURPOSE:

The Principal Investigator (PI) web-survey will be developed by Mathematica Policy Research for the National Science Foundation (NSF) in support of the Research Experiences for Undergraduate (REU) program. The purpose of this PI web-survey is to assess interest among PIs in participating in the pilot of the REU registration and common application systems. Requested by NSF REU Project officers (POs), this short three-minute survey contains 4-5 questions that will help POs gauge PIs’ interest in participating in the pilot. POs from 8 NSF disciplines—biology, engineering, mathematics, geosciences, chemistry, astronomy, physics, and materials—will send survey links to PIs who have active NSF awards. Mathematica will analyze the survey data and share results with NSF’s Contracting Officer Representative (COR) and REU POs in a meeting to decide the two or three disciplines that will be invited to participate in the pilot study.

DESCRIPTION OF RESPONDENTS:

Respondents are principal investigators who are recipients of active NSF awards.

TYPE OF COLLECTION: (Check one)

- | | |
|--|---|
| <input checked="" 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 type="checkbox"/> Other: _____ |

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: Suzanne H. Plimpton, NSF Reports Clearance Officer

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

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

Gifts or Payments:

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

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
Individuals – Principal Investigator (PI)	556	3 minutes (0.05 hours)	1,668 minutes (28 hours)
Totals	556	3 minutes (0.05 hours)	1,668 minutes (28 hours)

Explanation:

Since the POs will send the survey link to PIs, we do not know the total number of respondents of this survey. We estimate the maximum number of respondents will be the total number of PIs in active NSF awards in the eight disciplines who had expressed interest in the pilot. We estimate it will take PIs approximately three minutes to complete the survey if they express interest in participating in the pilot. If PIs are not interested in participating in the pilot, we estimate it will take PIs approximately one minute to complete only one question on the survey. For the burden calculations we consider the maximum possible burden, assuming 100% response rate and 100% PI's willingness to participate.

FEDERAL COST: The estimated cost to the Federal government for this data collection is incorporated with the operations of the program.

Explanation:

This estimate includes the cost to develop the survey, analyze data, and present finding to the REU POs and COR.

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?

Explanation:

POs will send survey links to PIs who have active NSF awards in eight disciplines who had expressed interest in the pilot: biology, engineering, mathematics, geosciences, chemistry, astronomy, physics, and materials. There is a survey version for each of the two pilots—registration system and common application system (see attachment for a copy of the surveys). POs will administer only one of the surveys to gauge interest on piloting the system of their

choice in their discipline. The list of PIs of active NSF awards in those disciplines will define the universe of potential survey respondents. Currently there are 556 active NSF awards according to NSF FastLane data.

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.