

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

TITLE OF INFORMATION COLLECTION: National Education Technology Plan 2020 Comment Form

PURPOSE: Collect stakeholder feedback on topics and themes that will inform the development of the 2020 NETP.

DESCRIPTION OF RESPONDENTS: Respondents may include educators, administrators, education leaders, policymakers, researchers, technology developers, etc.

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>comment form to gather stakeholder feedback</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: Bernadette Adams

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? – N/A 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	1000	5 minutes	83 hours
Totals			

FEDERAL COST: The estimated annual cost to the Federal government is ___\$0_____

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?**

We will release the comment form to the public on the NETP webpage: tech.ed.gov/netp. We will work with partner organizations to amplify the reach of the survey by promoting it at conferences, in newsletter, and on social media. The comment form asks for information regarding their knowledge and use of previous National Education Technology Plans and their aspirations for the content and applicability of the 2020 Plan. Since the Plan has implications for stakeholders at all levels, we are seeing broad feedback by making the comment form publicly available.

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

DRAFT