

**Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 1505-0231)**

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**TITLE OF INFORMATION COLLECTION:** Data Collection Effort for EO 13985 - Increasing Equity in Procurement Spending Barrier Assessment

**PURPOSE:**

The Department of the Treasury remains committed to ensuring maximum inclusion in the Department’s federal procurement opportunities. In accordance with Executive Order 13985 of January 20, 2021 Section 5 (b) “Potential barriers that underserved communities and individuals may face in taking advantage of agency procurement and contracting opportunities,” the U.S. Department of the Treasury, is inviting industry resource partners, including Chamber of Commerce and other related organizations to collect data of what they observe to be barriers based on their experience for small disadvantaged businesses, service-disabled veteran owned small businesses, contractors in HUBZones, minority-owned businesses, and women-owned businesses through Departmental procurement opportunities. Although there are no mandated contracting goals for minority-owned businesses or women-owned businesses without regard to size, like there are for small business contracting, these businesses are regarded as traditionally underserved within the scope of priorities under the Executive Order.

**DESCRIPTION OF RESPONDENTS:**

Ecosystem Organizations such as Chambers of Commerce, community resource partners and other related organizations.

**TYPE OF COLLECTION:** (Check one)

- |  |  |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form          | <input checked="" 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: Melissa Jenkins

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

**Personally Identifiable Information:**

- 1. Is personally identifiable information (PII) collected? [ ] Yes [x] No
- 2. If Yes, will any information that is collected be 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 Notice (SORN) been published? [ ] Yes [ ] No

**Gifts or Payments:**

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

**BURDEN HOURS**

Category of Respondent	Number of Respondents	Number of Responses per Respondent	Number of Responses	Participation Time	Burden
	1,000	4	4,000	10 minutes	667 hours
<b>Totals</b>	<b>1,000</b>		<b>4,000</b>		<b>667 hours</b>

**FEDERAL COST:** The estimated annual cost to the Federal government is \$16,471.21

**STATISTICAL METHOD:**

**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?  
[X] 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 have a list of councils, listed below. We plan to send an email to all the councils and request that they select a point of contact to respond to the survey.

- o Chambers of Commerce Council - <https://www.officialusa.com/stateguides/chambers/>
- o Greater Washington National Hispanic Chamber of Commerce
- o National LGBT Chamber of Commerce, Pan-Asian CoC, Small Business Council
- o National HUBZone Council
- o National 8(a) Association
- o Women Impacting Policy
- o Woman Small Business Council
- o National Veteran Small Business Coalition

**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.**