

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 2010-0042)

TITLE OF INFORMATION COLLECTION:

Survey Soliciting Input for Vision 2032 Plan

PURPOSE:

The [Narragansett Bay Estuary Program](#) (NBEP), as a federally funded [National Estuary Program](#) (NEP) created by the Clean Water Act, is required to develop a voluntary, community-driven Comprehensive Conservation and Management Plan (CCMP) roughly every 10 years for the [Narragansett Bay region](#) in Rhode Island, Massachusetts, and Connecticut. NBEP’s next CCMP, called *Vision 2032*, is slated for release in 2022. NBEP envisions *Vision 2032* as a focused, achievable, and useful plan, which serves as a call to action for NBEP and its partners to implement a shared vision for pursuing priority actions that are science-based, reflect diverse local needs, and measurably improve water quality, wildlife, and quality of life in the region by 2032. We are committed to open and inclusive engagement to obtain authentic and timely feedback from those interested in or likely to be impacted by the plan. While input was sought on the near-finished CCMP in [1992](#) and [2012](#), as we begin development of *Vision 2032* in 2020, we are seeking more meaningful involvement in crafting of the plan by the interested public early in the process.

NBEP will use a suite of outreach tools to solicit input from diverse voices to help shape the plan. One key strategy is use of a website (www.Vision2032.org) to open new pathways for deeper collaboration by building awareness about the planning process and by gathering input from the interested public. The website will host a simple survey tool made up of separate forms for collecting opinions from individuals and organizations (Attachment #1) that have knowledge of the program and choose to participate. NBEP will use the web-hosted instrument to enable voluntary completion by partner organizations and individuals with knowledge of the program. Perspectives, themes, and ideas will be captured internally by NBEP and used to inform the content of *Vision 2032*. This approach will enable us to better fulfill the NEP’s mission to support voluntary, community-based action, meet NBEP’s obligation to realize inclusive and meaningful public involvement in the creation of *Vision 2032*, and directly improve the quality, utility, and local ownership of the final plan.

DESCRIPTION OF RESPONDENTS:

Individuals and organizations that steward, reside, work, or visit our region will voluntarily choose to respond. For the purposes of NBEP, our region includes the Narragansett Bay, Little Narragansett Bay, and Coastal Ponds and their watersheds in Rhode Island, Massachusetts, and Connecticut (see Attachment #2)

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>Opinion survey to inform plan</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: Michael Gerel, Program Director, Narragansett Bay Estuary Program

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	Min to Hours	Burden Hours
Individuals and households*	400	15 minutes	60	100
Totals				100

*Inclusive of an individual responding on behalf of an organization.

FEDERAL COST: The estimated annual cost to the Federal government is \$50,000.

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?

Respondents with experience in the subject matter expected to be included in *Vision 2032* plan will be identified from those who steward, reside, work, or visit the communities listed in Attachment #2 via personal knowledge and subsequent outreach by NBEP staff, its committee members, partners, and other individuals with knowledge of the program. All potential respondents made aware of the survey tool will be able to respond voluntarily.

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

*While administration will be via the web, facilitators may offer *Vision 2032* background information virtually or in-person prior to sharing the link for completion of the web-hosted instrument.

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

The survey instrument is provided as Attachment #1.