

**Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0970-0401)**

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**TITLE OF INFORMATION COLLECTION:** 2021 Administration for Native Americans (ANA) Virtual Grantee Meeting Survey

**PURPOSE:** The Administration for Native Americans (ANA) would like to learn about the experience for participants of the 2021 ANA Virtual Grantee Meeting. The 2021 ANA grantee meeting will be held virtually due to the COVID-19 pandemic. ANA will use the information collected through these surveys to inform planning of future meetings and events for ANA grantees.

**DESCRIPTION OF RESPONDENTS:** ANA Grantees – Indian Tribes, Alaska Natives, and Native American non-profit organizations.

**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: Amy Zukowski, ACF Administration for Native Americans

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, 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  No

**BURDEN HOURS**

Category of Respondent	No. of Respondents	Responses per Participant	Participation Time	Burden
2021 ANA Virtual Grantee Meeting Survey	400	1	3 minutes	20 hours
2021 ANA Virtual Grantee Meeting Sessions Survey	400	8	2 minutes	106.6 hours
<b>Total</b>				<b>126.6 hours</b>

**FEDERAL COST:** The estimated annual cost to the Federal government is         \$160        

**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?

ANA’s current grant portfolio is 200 grants. ANA requests two staff per grant to attend the meeting, per terms and conditions of their award.

**Administration of the Instrument**

1. How will you collect the information? (Check all that apply)
  - [x] Web-based or other forms of Social Media
  - [ ] Telephone
  - [ ] In-person
  - [ ] Mail
  - [ ] Other, Explain
2. Will interviewers or facilitators be used? [ ] Yes [x] No