U.S. Department of Transportation
Federal Aviation Administration

Community Engagement Report

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Purpose of Report: The purpose of this Community Engagement Report is to provide a periodic update regarding your stakeholder engagement methods and the results of your community engagement surveys.

Instructions: Populate the tables in this report with information about your community engagement activities. At a minimum, populate the required fields (identified as such) for each stakeholder**.** Upload this report and your raw survey data to the Aeronautical Data Exchange (ADX) (www.adx.faa.gov).

• BEYOND Participants: Submit this report in conjunction with your semi-annual report.

• Partnership for Safety Plan (PSP) Participants: Submit this report in conjunction with your quarterly report.

If you have any questions about providing response measures, please contact your BEYOND or PSP program manager. Thank you for all of your hard work and contributions!

Note: Personally identifiable information (PII) is any information that could potentially identify a specific individual. Do not provide PII in any section of this report.

All information captured in this report will remain internal to the Federal Aviation Administration (FAA), program participants, and the participants' partners.

Participant Name _(required)_	Concept of Operations (CONOPS) _(required)_	Reporting Period _(required)_

Stakeholders and Goals

Identify the stakeholders you engaged in relation to this CONOPS during the last reporting period as well as the goal of the engagement.

Note: If you engaged more than three stakeholders related to this CONOPS, populate as many forms as needed to address all of the stakeholders.

Stakeholders and Goals	Stakeholder 1	Stakeholder 2	Stakeholder 3
Identify a stakeholder group with whom you engaged during the last reporting period. (If not listed here, select "Other" and identify the group in the next row.) _(required)_			
If "Other," identify the stakeholder group.			
What was the goal of your engagement (raising awareness, getting buy-in, preempt concerns, etc.)? _(required)_			

Community Engagement Methods and Frequencies

Select the frequency of each type of community engagement in the following tables.

Public Engagement Methods	Stakeholder 1	Stakeholder 2	Stakeholder 3
Public hearings			
Informational meetings / presentations			
Panel meetings			

Pop-up meetings (i.e., impromptu displays or presentations in non-traditional spaces)

Open houses / workshops

Other

If "Other," identify the method used.

Targeted Engagement Methods	Stakeholder 1	Stakeholder 2	Stakeholder 3
Working sessions (i.e., meetings with a specific task in mind)			
Advisory communities / roundtables (to provide advice, alternatives, or build consensus on a specific topic)			
Facilitated conflict resolution (for resolving a dispute with a neutral facilitator)			
Community / interest groups (i.e., presentation or meeting at an existing group meeting)			
Other			
If "Other," identify the method used.			

Internet Engagement Methods	Stakeholder 1	Stakeholder 2	Stakeholder 3
Website: Do you have one or do you plan to deploy one? *(required)*			
Website: If you have one, how often do you update it with the latest information pertaining to this CONOPS?			
Simulation and visualization (i.e., visual presentation of information or method to convey multiple scenarios)			
Virtual meetings and webinars			

Feedback tools

Brainstorming and collaboration tools

Social media (e.g., Facebook, Twitter, LinkedIn, Next Door, etc.)

Other

If "Other," identify the method used.

Stakeholder Awareness and Sentiment

For each stakeholder, identify their level of awareness and their sentiments towards this CONOPS.

Awareness / Sentiment	Stakeholder 1	Stakeholder 2	Stakeholder 3
How familiar is this group with Unmanned Aircraft Systems (UAS)?			
If you selected "Not familiar" or "Not very familiar," elaborate on the activities done to familiarize this group with UAS.			
What is this group's sentiment toward UAS?			
If you selected "Negative or Very negative," elaborate on the details of the group's sentiment toward UAS.			
What level of concern does this group have with local UAS operations?			
If you selected "Very high" or "High," how was stakeholder concern addressed? What was the outcome?			

Effectiveness of Engagement Method

For each stakeholder, assess the effectiveness of your engagement method.

Engagement Effectiveness	Stakeholder 1	Stakeholder 2	Stakeholder 3
How effective do you believe your engagement method was? *(required)*			
Did you consider adjusting your overall engagement method based on your collaboration with this stakeholder? *(required)*			
If "Yes," please elaborate.			
Have you developed any engagement best practices for future engagements with this type of stakeholder? *(required)*			
If "Yes," would you consider sharing the best practices with the FAA and/or other program participants?			

Community Engagement Surveys

Question	Response
Have you and/or your operator(s) deployed surveys based on the sample questions in the Community Engagement Tool (or similar questions) to measure general awareness / sentiments toward your UAS operations? *(required)*	

If "No," could you please do so in the next reporting period? Please remember this was requested in your Memorandum of Agreement (MOA) / Memorandum of Understanding (MOU).

If "Yes," have you provided the raw survey data to the Federal Aviation Administration (FAA)?

If you have not provided the raw survey data, please submit it as a separate file when you submit this report.

If you have provided the raw survey data, provide your analysis of the collected responses:
1. What are you learning?
2. What adjustments are you making based on lessons learned?
3. What other observations do you have to share?