## DOCUMENTATION FOR THE GENERIC CLEARANCE

**OF CUSTOMER SERVICE SATISFACTION COLLECTIONS**

Not an A-11 submission

# TITLE OF INFORMATION COLLECTION: Natural Disaster Impact Information

*(the name of the collection that is the subject of the 10-day review request)*

**[X ] SURVEY [ ] FOCUS GROUP [ ] SOFTWARE USABILITY TESTING**

**DESCRIPTION OF THIS SPECIFIC COLLECTION**

Specify all relevant information, including:

1. intended purpose: **To determine the operational status of the domestic and foreign Title IV eligible institutions in the wake of a natural disaster.**
2. need for the collection: **To help determine if there is structural damage to buildings and any effects on educational programming delivery to students which will require ED assistance.**
3. planned use of the data: **Internal to ED to assess the need for Title IV waivers and flexibilities.**
4. date(s) and location(s): **The survey will be used on an as needed basis.**
5. collection procedures: **The survey will be sent electronically to the President and copied to the Financial Aid Administrator and returned electronically .**
6. number of focus groups, surveys, usability testing sessions:  **One survey will be sent to each affected institution after a disaster. In some cases, the same institution will be affected by multiple disasters and will be sent the survey following each instance.**
7. description of respondents/participants. **Title IV participating institutions that may be or have been impacted by a natural disaster.**

*Attach a copy of the proposed collection instrument, e.g., survey questions, focus group script, usability testing plan. If a focus group also includes a survey, include both.*

**AMOUNT OF ANY PROPOSED STIPEND OR INCENTIVE**

**BURDEN HOUR COMPUTATION** *(Number of responses (X) estimated response or participation time in minutes (/60) = annual burden hours):*

|  |  |  |  |
| --- | --- | --- | --- |
| **Category of Respondent** | **No. of Responses** | **Participation Time** | **Burden** |
| Public Institutions | 1,112 | 30 minutes | 556 |
| Private, Not-for-Profit Institutions | 745 | 30 minutes | 373 |
| For-Profit Institutions | 813 | 30 minutes | 407 |
| **Totals** | **2,670** | - | **1,336** |

**BURDEN COST COMPUTATION** *(this is only required when a stipend is being offered)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category of Respondent** | **No. of Respondents** | **Hourly**  **Rate** | **Response Time** | **Total** |
| **N/A** |  |  |  |  |
|  |  |  |  |  |
| **Totals** |  |  |  |  |

**STATISTICAL INFORMATION**

***If statistical methods are to be used, fully describe the methodology, sample selection, expected response rates, and any other concepts needed to provide a full understanding of those methods.***

N/A

**REQUESTED APPROVAL DATE: 3/1/2021**

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**ED DEPARTMENT, OFFICE: FSA**