

**Supporting Statement for Feedback Surveys for the Creative  
Forces®: NEA Military Healing Arts Network Community Arts  
Engagement Grant Program, Part A**

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## **Part A. Justification**

### **A1. Circumstances that make the collection of information necessary.**

**Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.**

The National Endowment for the Arts (“the Arts Endowment”) is requesting a new information collection to gather feedback from participants of the Creative Forces®: NEA Military Healing Arts Network Community Engagement Grant Program (<http://www.maaa.org/creativeforces/>). This collection will include two feedback surveys to be administered by grantees of the Community Engagement Grant Program: the Program Feedback Survey and the Event Feedback Survey (see Attachments A and B, respectively). The data to be collected are not available elsewhere unless collected through this information collection. The data collection activities will occur annually through the Creative Forces Community Engagement Grant Program, with the first cycle of grants awarded in 2022.

The Creative Forces®: NEA Military Healing Arts Network seeks to improve the health, well-being, and quality of life for military and veteran populations exposed to trauma, and for their families and caregivers through clinical and non-clinical programs (<https://www.arts.gov/initiatives/creative-forces>). Creative Forces is funded through Congressional appropriation. The Congressional Committee on Appropriation “supports the NEA’s continued efforts to expand upon this successful program to embed Creative Arts Therapies at the core of integrative care efforts in clinical settings, advance collaboration among clinical and community arts providers to support wellness and reintegration efforts for affected

families, and advance research to improve our understanding of impacts of these interventions in both clinical and community settings.”<sup>1</sup>

According to the National Endowment for the Arts 2018-2022 Strategic Plan (page 20), evidence building for Strategic Objective 2.4, *Support Access to Creative Arts Therapies and Evidence-Based Programs in the Arts and Health*, involves “the development of a community engagement research agenda and framework for defining indicators and developing metrics for measuring the impact and benefits from participation in therapeutic arts interventions and community-based arts engagement programs aligned with, or complementary to, Creative Forces clinical program outcomes.”

Beginning in 2022, Creative Forces will award Community Engagement Grants to support non-clinical arts engagement programming for military-connected populations<sup>2</sup> through matching grants of \$10,000 to \$50,000 for emerging (“Emerging”) and established (“Advanced”) community-based arts engagement projects to serve military-connected populations. The Arts Endowment anticipates awarding approximately 35 awards annually, with the first round of grant-funded projects taking place after July 1, 2022. The grant program will support a range of program models (e.g., ongoing class, drop-in studio, single event) designed to meet local needs. The grant program will be the largest coordinated effort in the U.S. to provide community arts engagement programming for military and veteran populations exposed to trauma, and for their

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<sup>1</sup> S. Rept. 115-276 - DEPARTMENT OF THE INTERIOR, ENVIRONMENT, AND RELATED AGENCIES APPROPRIATIONS BILL, 2019. *Congress.gov*, Library of Congress, 16 November 2021, <https://www.congress.gov/congressional-report/115th-congress/senate-report/276>.

<sup>2</sup> Creative Forces broadly defines the military-connected population as including active-duty service members, guardsmen, reservists, veterans, military and veteran families, as well as caregivers and healthcare workers providing care for military service members and veterans.

families and caregivers. The Creative Forces Community Engagement Grant Program is conducted in partnership with Mid-America Arts Alliance (M-AAA).

During development of the Community Engagement Grant program, the Arts Endowment commissioned literature reviews and an evaluation of Creative Forces community engagement pilot programs<sup>3</sup> and convened a working group with subject matter experts. Collectively, these activities 1) documented the needs of military and veteran populations exposed to trauma, and of their families and caregivers, 2) identified goals for community arts engagement programming and four outcomes for participant, 3) produced logic models and measurement frameworks for the grantee and national program levels, 4) contributed to grant guidelines, and 5) evaluated methodologies and instruments for data collection. Exhibits 1 and 2 show the Creative Forces Community Engagement Grant Program Logic Model for the grantee and national levels, respectively. The grantee logic model shows the outcomes for the military-connected program participants and the grantees, and the resources (inputs), program activities, and products (outputs) that lead to those outcomes. The national logic model provides the same information from the perspective of the national grant program, comprehensively.

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<sup>3</sup> For information about the initial Creative Forces Projects and evaluation findings, see <https://www.creativeforcesnrc.arts.gov/our-impact/community-engagement-findings>

## Exhibit 1. Creative Forces Community Engagement Grant Program Grantee Logic Model

<p><b>PROGRAM GOAL:</b> Creative Forces®: NEA Military Healing Arts Network is an initiative of the National Endowment for the Arts in partnership with the U.S. Departments of Defense and Veterans Affairs that seeks to improve health, well-being, and quality of life for military and veteran populations exposed to trauma, as well as their families and caregivers.</p>			
<p><b>GRANTEE PROGRAM GOALS:</b> Creative Forces Community Arts Engagement promotes the health, well-being, and overall quality of life for military and veteran populations exposed to trauma, and their families and caregivers, through support of arts engagement activities designed to cultivate creative expression, increase social connectedness, improve resilience, and support successful adaptation to civilian life.</p>			
INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
<p><b>Emerging and Advanced Tier</b></p> <ul style="list-style-type: none"> <li>• Funding</li> <li>• Program plan</li> <li>• Existing organizational assets</li> </ul> <p><b>Advanced Tier Only</b></p> <ul style="list-style-type: none"> <li>• Established arts engagement project for military-connected populations</li> <li>• Military cultural competency</li> </ul>	<p><b>Emerging Tier</b> Develop and implement new or emerging arts engagement programs</p> <p><b>Advanced Tier</b> Support or advance established arts engagement programs</p> <p><i>Both Tiers participate in Technical Assistance activities</i></p>	<p><b>Emerging and/or Advanced Tiers</b> Data, documents, or materials reflecting:</p> <ul style="list-style-type: none"> <li>• Understanding of needs of the local military-connected community</li> <li>• Grantee capacity and partnerships</li> <li>• Understanding of military culture</li> <li>• Arts engagement project</li> <li>• Participant satisfaction</li> <li>• Community and military understanding of the value of arts engagement</li> <li>• Sustainability plan</li> <li>• Evaluation tools</li> </ul>	<p><b>PARTICIPANT OUTCOMES</b></p> <ul style="list-style-type: none"> <li>• Enhanced creative expression</li> <li>• Increased social connectedness</li> <li>• Improved resilience</li> <li>• Successful adaptation to civilian life</li> </ul> <p><b>GRANTEE OUTCOMES</b></p> <ul style="list-style-type: none"> <li>• Networked grantee and partner organizations</li> <li>• Strengthened capacity</li> <li>• Increased understanding of the value of the arts Military and non-arts partners</li> </ul>
<p><b>RATIONALE</b></p> <ul style="list-style-type: none"> <li>• There is a documented need for programs that improve health and well-being of service members, veterans, families, and caregivers, and community arts engagement programs are well-positioned to address these needs by providing opportunities for creative expression, increased social connections, and building resilience.</li> <li>• Locally-developed programs are best situated for identifying and addressing the specific needs of the local community.</li> <li>• Partnerships among key organizations/individuals, including program participants, arts organizations, and military-connected services/providers, are more likely to deliver high-quality, culturally-sensitive opportunities to engage in art.</li> </ul>			
<p><b>ASSUMPTIONS AND EXTERNAL FACTORS</b></p> <ul style="list-style-type: none"> <li>• While community arts engagement programs may be therapeutic, they are not intended to provide clinical therapies.</li> <li>• Participants seek community arts engagement activities for a wide range of reasons – to socialize and build community, for personal expression, to hone a specific artistic skill, etc.</li> <li>• Participants possess assets and strengths which they bring to these programs.</li> <li>• A strengths-based approach benefits all participants, regardless of needs and goals.</li> <li>• Participants benefit more from consistent and continuous participation than from single events.</li> <li>• The need for and implementation of community arts engagement programs for targeted military populations will be affected by external factors such as U.S. military actions or public health crises.</li> </ul>			

## Exhibit 2. Creative Forces Community Engagement Grant Program National Logic Model

<b>PROGRAM GOAL:</b> Creative Forces®: NEA Military Healing Arts Network is an initiative of the National Endowment for the Arts in partnership with the U.S. Departments of Defense and Veterans Affairs that seeks to improve health, well-being, and quality of life for military and veteran populations exposed to trauma, as well as their families and caregivers.				
<b>GRANTEE PROGRAM GOALS:</b> Creative Forces Community Arts Engagement promotes the health, well-being, and overall quality of life for military and veteran populations exposed to trauma, and their families and caregivers, through support of arts engagement activities designed to cultivate creative expression, increase social connectedness, improve resilience, and support successful adaptation to civilian life.				
INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES	IMPACT
<p>Grants administration process</p> <p>Grantee technical assistance</p> <p>Monitoring and evaluation tools and process</p> <p>Learning (existing evaluation, research, NRC)</p>	<p>Provide tiered grants (emerging and advanced) to organizations for community arts engagement programs intended to improve health, well-being, and quality of life of service members, veterans, families, and caregivers</p> <p>Support Grantee Implementation</p> <p>Monitor and Evaluate the Grant Program</p> <p>Contribute to the Field</p>	<p>Grants administration data</p> <p>Grantee technical assistance data</p> <p>Monitoring and evaluation Data</p> <p>Learning data</p>	<p><b>AGREGGATED GRANTEE OUTCOMES</b></p> <p>Grantees and partners sustain and evaluate programs for military-connected populations. Partners, practitioners, and communities support participation of military-connected populations in community arts engagement programs and understand the value and impact of the arts for military-connected populations. Military and civilian communities become more connected, and there is communication, understanding, and engagement among military-connected populations, communities, and partners.</p> <p><b>MONITORING &amp; EVALUATION OUTCOMES</b></p> <p>National-level program monitoring and evaluation occurs according to evaluation cycle, is ongoing, and guides program improvement and contributes to learning for the agency and field.</p> <p><b>LEARNING OUTCOMES</b></p> <p>Rigorous evidence documents the impact of community arts participation for military-connected populations. Knowledge and resources grow through the learning community, advancing the field and supporting community arts engagement outcomes for military-connected populations.</p> <p>Agencies, organizations, practitioners, funders, and policymakers understand the value and impact of community arts engagement for military-connected populations, support programs and policies, become partners, and advocate for community arts engagement.</p>	<p><i>Military-connected participants in Creative Forces community engagement programs have increased creative expression, social connectedness, resilience, and successfully adapt to civilian life.</i></p> <p><i>Grantees become networked organizations, strengthen their capacity to effectively deliver programs, and grantees and partners have an increased understanding of the value and impact of the arts.</i></p>

A grantee- and national-level measurement framework is aligned with the logic models and details the measures, data sources, entity responsible for data collection, entity data is reported to, and frequency of reporting. The measurement frameworks guide program monitoring and evaluation at the grantee and national program levels. Data collection items and instruments designed for the Community Engagement Grant program are compiled in a separate data collection plan for agency use and summarized in Exhibit 3 below. Together, data collection associated with this program supports the Arts Endowment's evidence-building and efforts to better understand outcomes associated with its investments.

The grant program's data collection plan provides three data collection forms administered to participants/attendees of Creative Forces Community Engagement Programs. There is a separate information data collection request for the Participant Outcomes Survey, which will be administered by an external evaluator rather than by grantees. This OMB request is for the following two surveys<sup>4</sup>:

***Program Feedback Survey:*** To be completed by Creative Forces Community Engagement program participants at the end of the program to assess engagement and satisfaction with programming activities.

***Event Feedback Survey:*** To be completed by attendees/audience members at grantees' Creative Forces public events, such as performances or exhibitions, to assess engagement and satisfaction with the event and to document the audience composition and understanding of arts and of military-connected individuals and culture associated with the event.

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<sup>4</sup> The third survey from the Data Collection Plan is expected to be included in a separate OMB Control number.

### Exhibit 3. Data Collection Instruments

INSTRUMENT	DESCRIPTION	ADMINISTERED BY	COMPLETED BY	FEDERAL REGISTER DOCUMENT #
<b>Grantee Forms</b>				
Supplemental Application Form	Collects organization and program data during grant application process	M-AAA	Grant applicant	FR Doc. 2021–03728, 2021-22532
Final Descriptive Report	Collects grantee program implementation, output, and outcomes data at the end of the grant	M-AAA	Grantee	FR Doc. 2021–03728, 2021-22532
<b>Participant Forms</b>				
Program Feedback Survey	Collects program engagement and satisfaction data at the end of the program	Grantee	Program participants	FR Doc. 2021-28515, 2022-04985
Event Feedback Survey	Collects feedback on events (exhibitions, performances)	Grantee	Audience members	FR Doc. 2021-28515, 2022-04985
Participant Outcomes Survey	Collects pre/post outcomes for program participants	External evaluator	Program participants	FR Doc. 2021–16275

The Arts Endowment worked with a contractor to develop two feedback surveys that are appropriate to the program service delivery models<sup>5</sup> and based on the logic models and measurement frameworks. Drafts of both surveys were shared with leaders of the initial cohort of Creative Forces community engagement programs and Creative Forces personnel for input. Exhibit 4 provides details about the composition of the two surveys.

**Exhibit 4. Data Collection Instruments**

INSTRUMENT	DATA COLLECTED	COMPOSITION
Program Feedback Survey	Participant engagement, satisfaction, and demographics at the end of grant-funded activities or the end of the grant period	Total items = 22 2 Multiple choice 8 Likert scale 7 Open-ended 5 Demographics
Event Feedback Survey	Audience/attendee feedback on Creative Forces events (exhibitions, performances) and demographics at the end of the event	Total items = 16 3 Multiple choice 6 Likert scale 2 Open-ended 5 Demographics

As part of the Community Engagement Grant Program, grantees participate in technical assistance for performance monitoring and basic data collection. Their grant agreements require them to utilize the feedback surveys developed by Creative Forces. Anonymous data collected through the forms will upload to a national database hosted and maintained by M-AAA and used by the Arts Endowment for grant program monitoring. Grantees will access their site-level data via secure dashboards, where they can download data and reports for their program only. They can also use the data in their final grant report. Consistent with best practices for human subjects

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<sup>5</sup> Creative Forces Community Engagement Grants support a variety of service delivery models: Ongoing class/other ongoing engagement, ongoing drop-in program, single event (e.g., workshop), cohort performance (e.g., participant showcase, performance), passive art engagement (participants attend a performance, exhibition, etc.), community building, and organizational networking.

protection in research, the survey forms provide information about the participant's anonymity, the purpose of the survey, the use of the data, etc. (see Attachments A and B for the surveys).

***Program Feedback Survey.*** The purpose of the Program Feedback Survey is to document participant engagement and satisfaction with programming activities. It is estimated to take five minutes. The survey will be:

- Administered by the grantee at the end of grant-funded activities;
- Voluntary and completed anonymously by participants;
- Accessible via participants' handheld devices (phone, tablet) but can also be delivered via other electronic systems (computer) and paper forms;<sup>6</sup>
- Coded to link the survey to the grantee, the program, and the administration date but *not* to the respondent; and
- Designed to ignore all identifiable data, such as name, IP address, and device ID.

***Event Feedback Survey.*** The purpose of the Event Feedback Survey is to document attendee/audience member engagement and satisfaction at public events associated with Creative Forces Community Engagement Grants. For example, grant activities may include public exhibitions or performances of work created by program participants. In addition, the community events provide opportunities to build understanding of the value of the arts and connections among military and civilian communities, as described in this outcome from the national logic model (see Exhibit 2):

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<sup>6</sup> Paper forms should include only the survey items, request no identifiers, and use an anonymizing collection procedure, such as a drop box at the exit.

*Partners, practitioners, and communities support participation of military-connected populations in community arts engagement programs and understand the value and impact of the arts for military-connected populations. Military and civilian communities become more connected, and there is communication, understanding, and engagement among military-connected populations, communities, and partners.*

The Event Feedback Survey includes one item on understanding of the value of the arts. It also includes two optional items on understanding of military experience and culture, to be added by the grantee if that is a goal of the event. It is estimated to take five minutes. The survey will be:

- Administered by the grantee at the end of the event;
- Voluntary and completed anonymously by participants;
- Accessible via participants' handheld devices (phone, tablet) but can also be delivered via other electronic systems (computer) and paper forms;<sup>7</sup>
- Coded to link the survey to the grantee, the program, and the administration date but *not* to the respondent; and
- Designed to ignore all identifiable data, such as name, IP address, and device ID.

In recognition that some programs may lack technology for data collection, paper surveys will be a secondary option.

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<sup>7</sup> Paper forms should include only the survey items, request no identifiers, and use an anonymizing collection procedure, such as a drop box at the exit.

## **A2. Purpose and use of the information.**

**Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate how the agency has actually used the information received from the current collection.**

The Program and Event Feedback Surveys gather data from program participants and from attendees/audience members of public events about their satisfaction and level of engagement with the activities. The Event Feedback Survey also gathers information about participants' understanding of the value of arts and understanding of military experience and culture.

The data is collected by grantees, who administer the surveys, and uploaded to a central, national database managed by M-AAA. Grantees will receive their site-level data from M-AAA via spreadsheets to use in ongoing program improvement and for their final grant report.

Grantees of the Community Engagement Grant Program are required to participate in technical assistance to build capacity for program monitoring and evaluation. This technical assistance will ensure grantees are able to administer the surveys, collect the data, and use the data to guide decisions about their programs.

The Arts Endowment will use the data to monitor program outputs as part of grant program performance measurement. The data will contribute to understanding how well the grant program is working.

## **A3. Use of information technology and burden reduction.**

**Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden.**

The Arts Endowment takes its responsibility to minimize burden on grantees and respondents very seriously and has designed the surveys with that goal in mind. The surveys will be administered electronically. This eliminates hours of labor that would have been required to administer, collect, code, and analyze a paper-based survey. These electronic methodologies are the most efficient mechanisms for gathering these data.

**A4. Efforts to identify duplication.**

**Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in item 2 above.**

No similar data collection effort duplicates the proposed data collection. The Program Feedback and Event Feedback Surveys are the only feedback surveys that will be used for the grant program.

**A5. Impacts on small businesses or other small entities.**

Creative Forces will fund community-based arts organizations to provide arts programming for military-connected individuals. This may include smaller organizations. To minimize the burden on these organizations, Creative Forces will provide technical assistance to support grantees with this data collection and will use electronic data collection.

**A6. Consequences of collecting the information less frequently.**

**Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing the burden.**

The Program Feedback Survey will provide grantees and the Arts Endowment with a key input from program participants on the degree of their engagement and satisfaction with the programs. This information will enable both grantees and the Arts Endowment to measure the success of program implementation and areas in need of improvement, which will ultimately

contribute to achieving the targeted outcomes for participants. It will also contribute to general knowledge about the most effective approaches for providing community arts engagement for military-connected individuals.

Data collection occurs once for each program and for each event. Conducting the collection less frequently or with fewer grantees would impede the Arts Endowment's ability to collect data for performance measurement and deprive grantees of an opportunity to obtain evidence for guiding program improvement.

**A7. Special circumstances relating to the Guidelines of 5 CFR 1320.6.**

The information will be collected in a manner consistent with the guidelines in 5 CFR 1320.6 (Controlling Paperwork Burden on the Public-General Information Collection Guidelines). There are no special circumstances contrary to these guidelines.

**A8. Comments in response to the Federal Register Notice and efforts to consult outside Agency.**

Drafts of both surveys were shared with leaders of initial Creative Forces community engagement programs as well as Creative Forces personnel for input. Five people provided feedback.

On Wednesday, January 5, 2022, a 60-day Federal Register Notice was published in 87 FR 490. No comments were received. On Wednesday, March 9, 2022, a 30-day Federal Register Notice was published in 87 FR 13331.

**A9. Explain any decisions to provide any payment or gift to respondents.**

Respondents will not receive payments or gifts.

**A10. Assurances of confidentiality provided to respondents.**

Both surveys are voluntary and will be completed anonymously. They will be constructed to ignore all identifiable data, such as name, IP address, and device ID.

**A11. Justification for any questions of a sensitive nature.**

**Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.**

The surveys collect feedback on grantee programs and events, such as the benefits of the program and how likely they are to recommend it to family or friends. Demographic data (age group, military-connected status, race/ethnicity, and gender) will be collected to assess whether satisfaction or engagement with the programs and events are affected by demographic characteristics. In the survey introduction, respondents will be informed they may skip any item or discontinue the survey at any time.

**A12. Estimates of the hour burden of the collection of information.**

**Provide estimates of the hour burden of the collection of information. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.**

Exhibit 5 shows the total estimated burden for the feedback surveys. Both surveys are estimated to take no more than five minutes.

The estimate of 420 number of participants for the Program Feedback Survey is based on multiplying the anticipated number of annual grantee programs (35) by an estimated average number of participants per program (12) per Creative Forces.

The number of persons for the Event Feedback Survey are based on an estimate of 50% of the programs (17.5) holding a public event with an average of 30 attendees.

**Exhibit 5. Burden Estimates for Feedback Surveys**

<b>Instrument</b>	<b>Participant Description</b>	<b>Average Hours per Response</b>	<b>Number of Responses per Person</b>	<b>Number of Persons</b>	<b>Total Number of Responses</b>	<b>Estimated Burden (Hours)</b>
Program Feedback Survey	Program Participants	0.0833	1	420	420	35
Event Feedback Survey	Event attendees/ audience	0.0833	1	525	525	43.7
<b>Total</b>						<b>78.7</b>

**A13. Estimates of other total annual cost burden.**

**Provide an estimate for the total annual cost burden to respondents or recordkeepers resulting from the collection of information.**

Survey respondents do not incur any costs other than their time spent responding. The feedback surveys are grant activities and funded through each organization’s grant agreement, including learning how to administer the surveys, preparing respondents for the survey, and supporting implementation.

**A14. Provide estimates of annualized costs to the Federal Government.**

The total one-time contracted cost to the Federal Government for survey development, is \$11,904. The annual cost for administering the Program Feedback Survey and the Event Feedback survey is estimated to be \$40,000.

**A15. Explain the reasons for any program changes or adjustments reported on the burden worksheet.**

There are no program changes or adjustments reported in the burden worksheet.

**A16. Plans for tabulation, and publication and project time schedule.**

**For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the**

**time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.**

Results of the feedback surveys will be aggregated across sites and published annually on the Creative Forces National Resource Center. Prior to publication, the data will be cleaned and de-identified by M-AAA and submitted to the National Resource Center for analysis. Analysis will consist of generating averages by question item for all surveys received; for open-ended questions, themes in responses will be identified. There are no plans to disaggregate data or conduct other types of analyses.

**A17. Displaying the OMB Approval Expiration Date.**

**If you are seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.**

The Arts Endowment will display the expiration date of OMB approval and the OMB approval number on all instruments associated with this information collection.

**A18. Exceptions to the certification statement identified in Item 19.**

**Explain each exception to the topics of the certification statement identified in Certification for Paperwork Reduction Act Submissions.**

No exceptions are necessary for this information collection. The agency is able to certify compliance with all provisions under Item 19 of OMB Form 83-I.

**B. Collections of Information Employing Statistical Methods**

Not applicable. This collection of information does not employ statistical methods.