

**NASA VIRTUAL LAUNCH GUEST WATCH PARTY REGISTRATION
SUPPORTING STATEMENT
OMB CONTROL NUMBER 2700-XXXX**

INFORMATION COLLECTION TYPE: New

A. JUSTIFICATION

1. NECESSITY FOR INFORMATION COLLECTION

The National Aeronautics and Space Administration (NASA) is committed to effectively performing the Agency’s communication function in accordance with the Space Act Section 203 (a) (3) to “provide for the widest practicable and appropriate dissemination of information concerning its activities and the results there of,” and to enhance public understanding of, and participation in, the nation’s space program in accordance with the NASA Strategic Plan.

The Space Act of 1958, directs the Agency to expand human knowledge of Earth and space phenomena. The Virtual Guest Program exists to leverage the excitement around launches and milestones to widely disseminate information about Earth and space phenomena through the sharing of information about research on launches, mission objectives, public engagement activities (coloring pages, social media filters) and the like.

Using Eventbrite, the program provides registration opportunities for individuals and watch parties so that NASA may provide them specific information they are interested in receiving and to share a detailed slice of NASA's efforts in carrying out it missions and program goal. The information gathered from watch party organizers will help NASA better understand public interest and provide information and opportunities that meet that interest.

2. USES OF INFORMATION

User-specific data is submitted by the user, collected by electronic process through Eventbrite and reviewed by the Eventbrite Admins who will:

- Communicate with registrant appropriate information about resources, research, and public engagement resources,
- Share, at the registrant’s request, watch parties with a broader audience through NASA channels,
- Provide internal summary reports as needed regarding number or registrations, types of feedback, etc. Retain applicant information in accordance with the NASA Records Retention Schedule 01/037.0.A COMMUNITY RELATIONS FILES A. Documentation showing the development, maintenance, and improvement of relations between NASA and the community. DESTROY WHEN 5 YEARS OLD. [DA: N1-255-94-1] [DA: N1-255-09-1] (N 19-19)
(http://www.nasa.gov/sites/default/files/atoms/files/nasa_10habc_-_2015.docx)

3. CONSIDERATIONS OF USING IMPROVED TECHNOLOGY

Providing the specific information of interest to registrants is enabled by electronic submission of responses via a web site. Collection of this information would be too burdensome without these technological collection techniques.

4. EFFORTS TO IDENTIFY DUPLICATION

There is no duplication. This information is not available via another source.

5. EFFORTS TO MINIMIZE BURDEN ON SMALL BUSINESS

Not applicable. There is no collection of information from any small business or other small entities.

Watch Party registration types only collect information from Points of Contact rather than information regarding all participating attendees to minimize the burden for all registrants.

6. CONSEQUENCES OF LESS FREQUENT DATA COLLECTION

If the information is not collected for this event, NASA cannot:

- Provide mission specific content that the public is interested in
- Better understand the public's engagement with launches
- Share, if desired, Watch Party efforts with a broader audience

7. SPECIAL CIRCUMSTANCES

Not applicable. There are no special circumstances as identified above, associated with this information collection.

8. FEDERAL REGISTER ANNOUNCEMENT AND CONSULTATION OUTSIDE THE AGENCY

60-day FRN: Federal Register Volume 86, Number 219, on 11/17/2021. No comments were received.

30-day FRN: Federal Register Volume 87, Number 064, on 4/4/2022.

9. PAYMENT OR GIFTS TO RESPONDENTS

Respondents will not receive payment or gifts.

10. ASSURANCE OF CONFIDENTIALITY

The information collection instruments were reviewed by the Kennedy Space Center Privacy Manager. A Privacy Impact assessment was created. It was determined that a Privacy Act Statement is not required on this form.

11. JUSTIFICATION FOR SENSITIVE QUESTIONS

Questions associated with the Virtual Guest Program registration processes are not consistent with those of a sensitive nature.

12. ESTIMATE OF RESPONDENT BURDEN

RESPONDENT CATEGORY	NUMBER OF RESPONDENTS	ESTIMATED COMPLETION TIME	ANNUAL HOUR BURDEN
Online Participant	100,000	1 minute	1,667 hours
Watch Party Private Registration	1,100	4 minutes	73 hours
Watch Party Public Registration	769	5 minutes	64 hours
TOTAL	101,869		1,804 hours

13. COST BURDEN TO RESPONDENTS

The primary burden to the applicants is the time needed to complete the application as there are no other costs associated. The public Watch Party POC is expected to be associated with the educational and library associations. The latest Bureau of Labor (BOL) data for this group shows a median hourly salary of \$25.18 on which the calculations are based.¹ The public Watch Party registration type is estimated to take 5 minutes to complete or \$2.09 for the entire task. The total annual cost for public Watch Party registration will be \$1,162.

The private Watch Party POC could be any member for the public. The latest BOL data for all occupations shows a median hourly wage of \$20.17 on which the calculations are based². The private watch party registration type is estimated to take 4 minutes to complete or \$1.35 for the entire task. The total annual cost for private Watch Party registrations will be \$1,472.

The online participants could also be any member for the public. The latest BOL data for all occupations shows a median hourly wage of \$20.17 on which the calculations are based³. The online participate registration type is estimated to take 1 minute to complete or \$.34 for the entire task. The total annual cost for private Watch Party registrations will be \$33,623.

The total cost to all participants is \$36,257.

14. COST BURDEN TO FEDERAL GOVERNMENT

The estimated annual cost burden to the government is approximately \$3,862 and represents the time spent by an administrator of the watch parties. The administrator will communicate with registrants, curate information, post Watch Parties to NASA sites if requested, and provided internal updates about the registrations.

Calculations are based on the annual salary of a GS-12, step 1 in Palm Bay, FL (\$77,237) to perform these duties.⁴ Management of this system and its related responsibilities occupy

¹ [May 2020 National Occupational Employment and Wage Estimates \(bls.gov\)](https://www.bls.gov/oes/2020/may/oes_nat.htm#25-0000) - https://www.bls.gov/oes/2020/may/oes_nat.htm#25-0000

² [May 2020 National Occupational Employment and Wage Estimates \(bls.gov\)](https://www.bls.gov/oes/2020/may/oes_nat.htm#25-0000) - https://www.bls.gov/oes/2020/may/oes_nat.htm#25-0000

³ [May 2020 National Occupational Employment and Wage Estimates \(bls.gov\)](https://www.bls.gov/oes/2020/may/oes_nat.htm#25-0000) - https://www.bls.gov/oes/2020/may/oes_nat.htm#25-0000

⁴ [SALARY TABLE 2020-PB \(opm.gov\)](https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2020/PB.pdf) - <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2020/PB.pdf>

approximately 1 hours per week. One (1) hours per week equals .05% of the hours worked by a full-time employee ($\$77,237.00 \times .05 = \$3,862$).

15. REASON FOR CHANGE IN BURDEN

This is a new data collection; there have been no changes in burden.

16. SCHEDULE FOR INFORMATION COLLECTION AND PUBLICATION

Information gathered is not collected for external publication and will not be tabulated. Complex analytical techniques will not be used. Information collected will be used to plan and conduct official outreach activities through the Virtual Guest Program. Authorized designated Administrators may generate various reports using the data from the Virtual Guest Program for internal performance monitoring.

17. DISPLAY OF OMB EXPIRATION DATE

The OMB Expiration Date will be displayed on every data collection instrument, once approval is obtained.

18. EXCEPTION TO THE CERTIFICATE STATEMENT

NASA does not take exception to the certification statements.

Name, title, and organization of NASA Information Collection Sponsor certifying statements above:

NAME: Emily McLeod

TITLE: Public Affairs Specialist

ORG: KSC Office of Communication and Public Engagement