Request for Approval "Generic Clearance for the Collection of Qualitative Feedback on Agency Service Delivery"
(OMB Control Number: 2030-0051; EPA ICR Number: 2434.254)

TITLE OF INFORMATION COLLECTION: Train-the-Trainer Post-Survey – Community Lead Awareness (CLA)

PURPOSE:
OPPT is seeking input to compare against participant's knowledge following attendance at a Lead Awareness Curriculum Train-the-Trainer session, including collecting information on how to improve future sessions. OPPT is seeking a multi-year clearance for these surveys as it is expected these sessions will be offered over the course of several years.

DESCRIPTION OF RESPONDENTS:
Respondents to the Train-the-Trainer Post-Survey will be community leaders and other individuals from each community who participated in a Lead Awareness Curriculum Train-the-Trainer session. These community leaders are those interested in learning more about how to use the Lead Awareness Curriculum to prevent exposure to lead in their community.

TYPE OF COLLECTION: (Check one)

[ ] Customer Comment Card/Complaint Form   [x] Customer Satisfaction Survey
[ ] Usability Testing (e.g., Website or Software   [ ] Small Discussion Group
[ ] Focus Group   [ ] Other:_____

To assist review, please provide answers to the following question:

Personally Identifiable Information:
1. Is personally identifiable information (PII) collected? [ ] Yes [x] 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 [x] No

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
Individuals who participate in Train-the-Trainer session (Train-the-Trainer Post-survey)	420 respondents	10 minutes	4200 minutes
Totals	**420 respondents**		**70 hours**

FEDERAL COST: The estimated annual cost to the Federal government is:

The Lead-based Paint (LBP) Program will use staff and contractor support to conduct and compile and review the results of the survey. The estimated annual cost to the Federal government is 7 hours of LBP staff time at $359.38 ($51.34/hr) and 11.25 hours of contractor support at $899.66 ($79.97/hr).

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?
The virtual link or printed copy of the Train-the-Trainer Pre-Survey will be shared with individuals who are registered to participate in the Lead Awareness Curriculum Train-the-Trainer sessions during the session.

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
    [x] In-person
    [ ] Mail
    [ ] Other, Explain

2. Will interviewers or facilitators be used? [ ] Yes [x] No

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.

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