



Request for Approval under NASA's "Generic Clearance for the Collection of Routine Customer Feedback" (OMB Control Number: 2700-0153)

1. Title of information collection	OCFO Enterprise Post Webinar Survey - Post survey to solicit feedback from attendees at the OCFOs DEIA outreach webinar on 9/6
2. Purpose	To gather valuable feedback from OCFO attendees to enhance future OCFO DEIA webinars.
3. Description of respondents	students from colleges and universities that attended the webinar

4. Type of collection (check one)

<input type="checkbox"/> Customer comment card/complaint form	<input checked="" type="checkbox"/> Customer satisfaction survey
<input type="checkbox"/> Usability testing (e.g., website, software)	<input type="checkbox"/> Small discussion group
<input type="checkbox"/> Focus group	<input type="checkbox"/> Other:

5. Personally identifiable information

Will PII be collected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes: will any information that is collected be included in records that are subject to the Privacy Act of 1974?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes: has an up-to-date System of Records Notice (SORN) been published?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

6. Gifts or payments

Is an incentive provided to participants? (e.g., money, reimbursement of expenses, token of appreciation)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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7. Burden time per response

Category of respondent	Number of respondents	Participation time (list in minutes)	Burden time
Individuals	150	5 minutes	5
Total	150	5	5

8. Federal cost (Typically \$30 x total burden hours = federal cost. This cost includes: printing, shipping, IT, contracting, and does not include salaries)

\$0

9. The selection of your targeted respondents

Do you have a customer list or similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide a description of both below (attach a sampling plan if available). The listing of respondents will be the student attendance listing from the webinar. All students will be in the universe of respondents.		
If no, please provide a description of how you plan to identify your potential group of respondents and how you will select them.		

10. Administration of the instrument (check all that apply)

<input checked="" type="checkbox"/> Web-based	<input type="checkbox"/> Telephone	<input type="checkbox"/> In person	<input type="checkbox"/> Mail
<input type="checkbox"/> Other, please explain:			
Will interviewers or facilitators be used?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	



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Please provide the URL: <https://www.surveymonkey.com/r/GC3HCQT>

11. Certification. Please certify the following to be true

- The collection is voluntary.
- The collection is low-burden for respondents and low-cost for the Federal Government.
- The collection is non-controversial and does not raise issues of concern to other federal agencies.
- The results are not intended to be disseminated to the public.
- Information gathered will not be used for the purpose of substantially informing influential policy decisions.
- 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.

Name: LeeAnn Murphy

Center, division, or program: OCFO