



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 |
|---|------------------------------|--|

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