

**Request for Approval under the “Fast Track Generic Clearance for the
Collection of Routine Customer Feedback” (OMB Control Number: XXXX-
YYYY)**

TITLE OF INFORMATION COLLECTION: DoD Regional Centers for Security Studies
AM&E Data Collection

PURPOSE: Collect data from past participants of DoD Regional Centers for Security Studies activities to understand how they are applying the knowledge and experiences gained through their participation. This information will be statistically analyzed as part of the effort to monitor and evaluate the extent to which the regional centers are achieving their legislative mandate (10 U.S.C., Section 342).

DESCRIPTION OF RESPONDENTS: Foreign military and civilian security practitioners who have completed at least one activity with a DoD Regional Center for Security Studies. Respondents are not part of the American public.

TYPE OF COLLECTION: (Check one)

- | | |
|--|---|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input checked="" type="checkbox"/> Other: <u>Assessment, Monitoring & Evaluation (AM&E) Survey</u> |

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.

Name: Hannah E. Fitter _____

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

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? ☐ Yes ☒ 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 ☒ No

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
Foreign individuals	A random sample of 900, 10 times per year	3 minutes each	450 hrs
Totals	9,000 per year	27,000 mins / year	450 hrs

PUBLIC COST: The estimated annual cost to the public is \$40,500.

We estimated the burden based on World Bank data. We used the World Bank's DataBank, specifically the World Development Indicators. The data is found at <https://databank.worldbank.org/source/world-development-indicators/preview/on>.

We included all countries (the DoD Regional Centers work with all countries) except the United States. Since none of the proposed respondents are either U.S. citizens or U.S. residents – all proposed respondents are foreign nationals – we excluded the United States from the dataset. We used data for 2020 (the latest data available).

We used two indicators in the dataset: 1) Labor Force Total and 2) Personal Remittances Paid. This is an indicator of personal remittances comprise personal transfers and compensation of employees, and can be used to estimate the median income globally. We assumed 2080 hours per year.

Based on this data, the average cost of 3 minutes for the proposed respondents is \$4.50, for a **total annual estimated cost of \$40,500** (2 surveys per center x five centers x 900 respondents per survey x \$4.50). Please note that this is not a cost or burden to the American public.

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?

☒ 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?

Universe of Potential Respondents. The survey populations will be drawn as random samples, with replacement, from five survey pools consisting of all foreign past participants of the five regional centers (i.e., the universe of potential respondents). This foreign past participant data comes from the Defense Security Cooperation Agency's information system of record known as the Regional Center Persons/Activity Management System (RCPAMS). Specifically, for each of the five regional centers, we will download data pertaining to all the past participants from RCPAMS and then clean the data to remove deceased individuals, members or potential members of the American public, and individuals with no valid contact

information. This cleaned data, consisting of names, titles, and contact information comprises the five survey pools.

Sampling Plan. Each survey pool member is assigned a random identification number, then a random sample, sized to produce a statistically significant result, is selected from each pool. These samples represent the five survey populations. Subsequent survey populations will be created in the same way, using random sampling with replacement. Each of the five regional centers will conduct this survey twice per year, for a total of 10 surveys per year.

Administration of the Instrument

1. How will you collect the information? (Check all that apply)
 - ☐ Web-based or other forms of Social Media
 - ☐ Telephone
 - ☐ In-person
 - ☐ Mail
 - ☒ Other, Explain: Email generated by an automated data collection tool, such as Qualtrics.
2. Will interviewers or facilitators be used? ☐ Yes ☒ No

The generic survey instrument is submitted with the request.