

**Request for Approval under the “Fast Track Generic Clearance for the  
Collection of Qualitative Feedback on Agency Service Delivery”  
(OMB Control Number: 0704-0553)**

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**TITLE OF INFORMATION COLLECTION:** Marshall Center Alumni Survey 2002-2022

**PURPOSE:** The purpose is to determine the value and effectiveness of the George C. Marshall European Center for Security Studies via the feedback from the Center’s Alumni population. We seek to obtain quantifiable data, while offering the ability to collect qualitative responses, to help assess the Marshall Center’s immediate and long terms impacts on the security cooperation enterprise. To achieve this, the survey questions are crafted to answer three primary questions:

- 1) What is the value of the Marshall Center & Marshall Center experience? This involves questions throughout the survey, like:
- 2) Are MC Programs relevant and timely?
- 3) What is the larger impact of the MC, measured by activities/networking of Alumni?

**DESCRIPTION OF RESPONDENTS:** The Marshall Center will offer the opportunity to complete this digital, on-line survey to all George C. Marshall Center Alumni that graduated from one of our in-resident events from 2002-2022. The Alumni Department within the Center maintains and routinely updates the contact details of our Alumni, and the Alumni technicians will utilize this database to send voluntary messages for Alumni to participate in this survey.

**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 or Software | <input type="checkbox"/> Small Discussion Group                  |
| <input type="checkbox"/> Focus Group                                  | <input type="checkbox"/> Other:_____                             |

**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: **LTC Jonathan C. Nadler, Regional Planner / AM&E Lead, Plans & Strategy Directorate, George C. Marshall European Center for Security Studies, Garmisch-Partenkirchen, Germany.**

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
Individuals and Households (GCMC Alumni)	6,750	20 minutes	2,250 hours
<b>Totals</b>	<b>6,750</b>	20 minutes	<b>2,250 hours</b>

**PUBLIC COST:** The estimated annual cost to the public is: **\$33,750 (Wage: \$15/hour x 2,250)**

**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?

**The “customer/respondent list” consists of all Marshall Center Alumni, maintained within the Center’s Alumni Department, who graduated from in-resident programs and courses from 2002 to 2022. The survey will be sent to *all* Alumni within this window in order to obtain information for both long- and short-term impacts of the Center. No sampling from within the 2002-2022 Alumni population.**

**Administration of the Instrument**

1. How will you collect the information? (Check all that apply)  
☒ Web-based or other forms of Social Media (Microsoft Forms)  
☐ Telephone  
☐ In-person  
☐ Mail  
☐ Other, Explain
2. Will interviewers or facilitators be used? ☐ Yes ☒ No