

## **Supporting Statement - Part A**

**Title of information collection:** NASA Virtual Launch Guest Watch Party Registration

**OMB control number:** 2700-0187

**Type of information collection:** Reinstatement with change

**Abstract:** This program offers registration for individuals and watch parties hosting organizations, enabling NASA to deliver tailored information about its missions and goals. By registering, participants gain access to specific updates, customized resources and a deeper understanding of NASA's work. Data collected from watch party organizers help NASA gauge public interest and provide relevant information and opportunities.

Changes to the collection:

- The burden for virtual guests not affiliated with a Watch Party has been removed. These participants now only need to provide their name and email to receive a viewing link, with no additional data collection necessary.
- Burden hours decreased due to fewer questions for Watch Party registrations.
- Cost per response increased due to updates to the latest Bureau of Labor media hour wage.

### **A. JUSTIFICATION**

#### **1. Explain the circumstances that make the collection of information necessary.**

The National Aeronautics and Space Administration (NASA) is committed to effectively performing the Agency's communication function in accordance with the Space Act Section 203 (a) (3) to "provide for the widest practicable and appropriate dissemination of information concerning its activities and the results there of," and to enhance public understanding of, and participation in, the nation's space program in accordance with the NASA Strategic Plan. The Space Act of 1958 directs the Agency to expand human knowledge of Earth and space phenomena.

The Virtual Guest Program exists to leverage the excitement around launches and milestones to widely disseminate information about Earth and space phenomena through the sharing of information about research on launches, mission objectives, public engagement activities (coloring pages, social media filters) and the like.

Using Eventbrite, the program provides registration opportunities for individuals and watch parties so that NASA may provide them specific information they are interested in receiving and to share a detailed slice of NASA's efforts in carrying out its missions and program goal. The information gathered from watch party organizers will help NASA better understand public interest and provide information and opportunities that meet that interest.

#### **2. Indicate how, by whom, and for what purpose the information is to be used.**

User-specific data is submitted by the user, collected by electronic process through Eventbrite and reviewed by the Eventbrite Admins, NASA employees with designated NASA Eventbrite account administrative privileges, who will:

- Communicate with registrant appropriate information about resources, research, and public engagement resources. There will be occasional mass emails to virtual guest participants and customized mass emails to watch party participants. Individual emails will only be sent in response to participant-initiated questions
- Share, at the registrant's request, watch parties with a broader audience through NASA channels. Everyone gets the NASA+ link and watch party participants get specialized links to resources to help them plan their watch party
- Provide internal summary reports as needed regarding number or registrations, types of feedback, etc.
- Retain applicant information in accordance with the NASA Records Retention Schedule

[https://nodis3.gsfc.nasa.gov/NPR\\_attachments/NRRS\\_1441.1\\_09032025.pdf](https://nodis3.gsfc.nasa.gov/NPR_attachments/NRRS_1441.1_09032025.pdf)

01/037.0.A COMMUNITY RELATIONS FILES A. Documentation showing the development, maintenance, and improvement of relations between NASA and the community. Temporary. Destroy when 5 years old. [DA: N1-255-94-1] [DA: N1-255-09-1] (N 19-19)

**3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g. permitting electronic submission of responses, and the basis for the decision for adopting this means of collection.**

Providing specific information of interest to registrants is enabled by electronic submission of responses via a web site. Collection of this information would be too burdensome without these technological collection techniques.

**4. Describe efforts to identify duplication.**

There is no duplication. This information is not available via another source.

**5. If the collection of information impacts small businesses or other small entities, describe the methods used to minimize burden.**

There is no collection of information from any small business or other small entities.

Watch Party registration types only collect information from Watch Party Points of Contact rather than information regarding all attendees participating to minimize the burden for all registrants.

**6. Describe the consequence to federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.**

If the information is not collected for this event, NASA cannot:

- Provide mission specific content that the public is interested in
- Better understand the public's engagement with launches
- Share, if desired, Watch Party efforts with a broader audience

**7. Explain any special circumstances that would cause an information collection to be conducted in an exceptional manner.**

There are no special circumstances as identified above, associated with this information collection. If the collection of information is not conducted in a manner consistent with the guidelines for PRA in 5 CFR 1320.6.

**8. Provide the date and page number of publication in the Federal Register for the 60-day and 30-day FNRs, soliciting comments on the information collection prior to submission to OMB.**

60-day FRN: 90 FR 19008 on 5/5/2025. 1 comment was received.

Anonymous comment received on 7/6/2025 via Web (comment under Supplementary documents).

NASA\_FRDOC\_0001-0961 2700-0187

This proposed Virtual Guest should be modified due to unknown accessors when the meeting are registered events. It will help remove some of the existing barriers that some individuals have yet to utilize due to technical measures, even if the application indicates that they have access. The reality is that it is fraudulent access that is utilized by others and perhaps a verification code for attendance resulting back to an IP address or similar validation.

NASA is addressing this by sharing a direct link to the live event on the website, which lowers technical barriers and reduces the security concerns outlined. By directing virtual guests to a public livestream link rather than requiring registration for restricted access, we eliminate the issues of unknown accessors attempting to join registered events and remove the need for verification codes or IP address validation.

30-day FRN: 90 FR 58059 on 12/15/2025.

**9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.**

Respondents will not receive payment or gifts.

**10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.**

**Cite the specific SORN and PIA associated with this collection and provide the link to where it appears on the NASA privacy page.**

The information collection instruments were reviewed, and a Privacy Impact assessment was created. It was determined that a Privacy Act Statement is not required.

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.**

Questions associated with the Watch Party registration processes are not consistent with those of a sensitive nature.

**12. Provide estimates of the hour burden of the collection of information.**

<b>Respondent category</b>	<b>Number of respondents</b>	<b>Estimated completion time</b>	<b>Annual burden</b>
Watch Party Private Registration	1,100	3 minutes	55 hours
Watch Party Public Registration	769	3 minutes	38.45 hours
<b>TOTAL</b>	<b>1,869</b>		<b>93.45hours</b>

**13. Provide an estimate of the total annual cost burden to respondents or record keepers resulting from the collection of information.**

The primary burden to the applicants is the time needed to complete the application as there are no other costs associated. The public Watch Party POC is expected to be associated with the educational and library associations. The latest Bureau of Labor (BOL) data for this group shows a median hourly wage of \$28.47 on which the calculations are based.<sup>1</sup> The public Watch Party registration type is estimated to take 3 minutes to complete or \$1.42 for the entire task. The total annual cost for public Watch Party registration will be \$1,091.98.

The private Watch Party POC could be any member of the public. The latest BOL data for all occupations shows a median hourly wage of \$23.80 on which the calculations are based<sup>2</sup>. The private watch party registration type is estimated to take 3 minutes to complete or \$1.19 for the entire task. The total annual cost for private Watch Party registrations will be \$1,309.

The total cost to all participants is \$2,400.98

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<sup>1</sup> [May 2024 National Occupational Employment and Wage Estimates \(bls.gov\)](https://data.bls.gov/oes/#/industry/000000) - <https://data.bls.gov/oes/#/industry/000000>

<sup>2</sup> [May 2024 National Occupational Employment and Wage Estimates \(bls.gov\)](https://data.bls.gov/oes/#/industry/000000) - <https://data.bls.gov/oes/#/industry/000000>

**14. Provide estimates of annualized costs to the Federal government.**

The estimated annual cost burden to the government is approximately \$4,278.91 and represents the time spent by an administrator of the watch parties. The administrator (a NASA employee that has a NASA Eventbrite account administrator seat, will communicate with registrants, curate information, post Watch Parties to NASA sites if requested, and provided internal updates about the registrations.

Calculations are based on the annual salary of a GS-12, step 1 in Palm Bay, FL (\$89,280) to perform these duties.<sup>3</sup> Management of this system and its related responsibilities occupy approximately 1 hour per week. One (1) hour per week equals .0479% of the hours worked by a full-time employee ( $\$89,280 \times .0479 = \$4,278.91$ ).

**15. Explain the reasons for any major program changes or adjustments to burden hours or annualized costs to respondents.**

The burden for virtual guests not affiliated with a Watch Party has been removed. These participants now only need to provide their name and email to receive a viewing link, with no additional data collection necessary. Watch Parties burden hours decreased due to fewer questions. Cost increased due to updates to the latest Bureau of Labor media hour wage.

**16. For collections of information whose results will be published, outline plans for tabulation and publication.**

Information gathered is not collected for external publication and will not be tabulated. Complex analytical techniques will not be used. Information collected will be used to plan and conduct official outreach activities through the Virtual Guest Program. Authorized designated Administrators may generate various reports using the data from the Virtual Guest Program for internal performance monitoring.

**17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.**

No exemption is requested, NASA will display the control number and expiration date where needed.

**18. Explain any exception to the below certification statement.**

There are no exceptions to the below certification statement.

*The proposed collection of information –*

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<sup>3</sup> [SALARY TABLE 2025-PB \(opm.gov\)](https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2025/PB.pdf) - <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2025/PB.pdf>

- (a) is necessary for the proper performance of the functions of NASA, including that the information to be collected will have practical utility;*
- (b) is not unnecessarily duplicative of information that is reasonably accessible to the agency;*
- (c) reduces to the extent practicable and appropriate the burden on persons who shall provide information to or for the agency, including with respect to small entities, as defined in the Regulatory Flexibility Act (5 U.S.C. 601(6)), the use of such techniques as:*
  - (1) establishing differing compliance or reporting requirements or timelines that take into account the resources available to those who are to respond;*
  - (2) the clarification, consolidation, or simplification of compliance and reporting requirements; or*
  - (3) an exemption from coverage of the collection of information, or any part thereof;*
- (d) is written using plain, coherent, and unambiguous terminology and is understandable to those who are targeted to respond;*
- (e) indicates for each recordkeeping requirement the length of time persons are required to maintain the records specified;*
- (f) has been developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected, including the processing of the information in a manner which shall enhance, where appropriate, the utility of the information to agencies and the public;*
- (g) when applicable, uses effective and efficient statistical survey methodology appropriate to the purpose for which the information is to be collected; and*
- (h) to the maximum extent practicable, uses appropriate information technology to reduce burden and improve data quality, agency efficiency and responsiveness to the public; and*
- (i) will display the required PRA statement with the active OMB control number, as validated on [www.reginfo.gov](http://www.reginfo.gov)*

The NASA office conducting or sponsoring this information collection certifies compliance with all provisions listed above. Certifying individual is a civil service employee.

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**Date:** 12/12/2025