

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0690-0030)

TITLE OF INFORMATION COLLECTION: Coastal Inundation Community of Practice Customer Feedback

PURPOSE: The purpose of the survey is to understand the experiences and preferences of individuals who have engaged with the Coastal Inundation Community of Practice (CI CoP) since its launch in 2024 or may participate in the future activities. The Community of Practice was conceptualized to ensure that coastal communities impacted by inundation are engaged in NOAA’s efforts to develop and implement advancements in coastal inundation mapping, forecasting, modeling, and product development. Increased engagement with the local user communities will ensure resulting tools and products are responsive to user needs and effectively support decision-making at the local level.

The CI CoP is hosted by the NOAA Office for Coastal Management, National Sea Grant Office and American Society of Adaptation Professionals with an aim to ensure that the resulting tools and products are responsive to user needs and effectively support decision-making at the local level. The CI CoP’s mission is to create a national network of practitioners that facilitates peer-to-peer learning, information exchange, and collaborative engagement to advance coastal flooding science, knowledge, and solutions. The responses collected will be used to inform and improve future CI CoP activities and products.

DESCRIPTION OF RESPONDENTS: Individuals who have engaged with the CoP through virtual or in-person events and potential future participants, including coastal flooding practitioners, resilience planners, and others interested in NOAA coastal flood products.

TYPE OF COLLECTION: (Check one)

- | | |
|---|--|
| ☐ Customer Comment Card/Complaint Form | ☒ Customer Satisfaction Survey |
| ☐ Usability Testing (e.g., Website or Software | ☐ Small Discussion Group |
| ☐ Focus Group | ☐ 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: _____ Brenna Sweetman _____

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

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 Hours
Private Sector	184	5 minutes	15.3
State, Local, and Tribal Governments	127	5 minutes	10.5
Federal Government	46	5 minutes	3.8
Totals	357		29.60

FEDERAL COST: The estimated annual cost to the Federal government is _\$1,745_____

The cost was calculated using the Commerce Alternative Personnel System (CAPS) pay tables for a ZA/ZP-3. The upper bound for interval 3 was used to determine the base salary, and a 1.5 multiplier was applied to calculate the loaded salary. The “Rest of U.S.” locality was used since NOAA employees are geographically dispersed. This cost represents a 1% level of effort, which likely exceeds the actual time expended for this survey.

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? [X] Yes [] No

If the answer is yes, please provide a description of both below (or attach the sampling plan).

The CI CoPs listserv reaches up to 1,188 individuals (612 private sector; 422 state, local and tribal governments; 154 federal government) These are participants who have participated in past events and requested to join the mailing list. We plan to disseminate the survey to our listserv participants. It's noted that public opinion surveys have seen a marked decline in participation, with Pew Research Center reporting a drop from 36% response rate in 1997 to 6% in 2018 (<https://www.mckinley-advisors.com/blog/low-response-rates>). Given this, we are estimating a 30% response rate from 357 respondents.

Administration of the Instrument

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

Required Additional Information

1. Line of Business: Natural Resources
2. Subfunction: Water Resource Management
3. Privacy Act System of Records: N/A
4. Federal Registration citation information: N/A
5. Number of respondents for small entities: 0
6. Percentage of respondents reporting electronically: 100%

Please submit all instruments, instructions, correspondences (emails, letters, etc.) to respondents, and scripts as separate documents along with this request document.

Every instrument must have the following displayed –

OMB Control No. 0690-0030 Expiration Date: 7/31/2026