

Questionnaire for Feedback on the Overall Effectiveness of a FACA Committee Process *Participant Assessment*

Background

This questionnaire is designed to help Agency staff better understand the overall effectiveness of a FACA committee process. Agency staff will use this information to better understand what is working well and what improvements could make this FACA committee process more successful. Thanks in advance for taking time to fill out the questionnaire. We value your input!

Directions

Rate the following statements on a scale from 1-7 and occasionally write your own opinion to questions in the space provided. If you have no opinion, circle the number representing "Don't know." Please return your questionnaire to an EPA official before you leave.

Strongly disagree
 Disagree
 Somewhat disagree
 Somewhat agree
 Agree
 Strongly agree
 Don't know

The mission of the committee was clearly defined.	1	2	3	4	5	6	7
Committee procedures were clearly defined.	1	2	3	4	5	6	7
All points of view relevant to the subject and function of the committee were represented.	1	2	3	4	5	6	7
Committee membership had necessary expertise.	1	2	3	4	5	6	7
I knew what was expected of me on the committee.	1	2	3	4	5	6	7
The overall process was:	1	2	3	4	5	6	7
a) well organized	1	2	3	4	5	6	7
b) efficient	1	2	3	4	5	6	7
c) productive	1	2	3	4	5	6	7
d) participatory	1	2	3	4	5	6	7
Members influenced:	1	2	3	4	5	6	7
a) the meeting logistics/process	1	2	3	4	5	6	7
b) the meeting process	1	2	3	4	5	6	7
c) the group's report or recommendations	1	2	3	4	5	6	7
Members had access to necessary information.	1	2	3	4	5	6	7

	Strongly disagree	Disagree	Somewhat disagree	Somewhat agree	Agree	Strongly agree	Don't know
The resource needs (staffing/contracting) of the committee were met.	1	2	3	4	5	6	7
Committee fulfilled its original mandate.	1	2	3	4	5	6	7
Committee produced carefully considered recommendations.	1	2	3	4	5	6	7
Personal participation was worthwhile.	1	2	3	4	5	6	7
Committee had sufficient feedback from Agency as it developed its recommendations.	1	2	3	4	5	6	7
The overall process resulted in:	1	2	3	4	5	6	7
a) more trust in EPA processes	1	2	3	4	5	6	7
b) enhanced understanding of different viewpoints	1	2	3	4	5	6	7
c) increased ability to work together	1	2	3	4	5	6	7
EPA appreciated the committee's work.	1	2	3	4	5	6	7

Please provide any comments or suggestions for improving this, or future, FACA processes: _____

Please indicate which group you represent:

_____ neighborhood group

_____ local non-profit organization (not including local neighborhood non-profit groups)

_____ national environmental organization

_____ business or industry or trade association

_____ state or tribal or local government

_____ federal government

_____ other (please specify) _____

_____ no organizational affiliation (e.g., interested local resident)

Please return your completed questionnaire to an EPA official before you leave.

Thank you for helping EPA improve its public involvement practices.

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sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control numbers for EPA's regulations are listed in 40 CFR part 9 and 48 CFR chapter 15.