

US EPA ARCHIVE DOCUMENT

Questionnaire for Feedback on the Effectiveness of a Public Hearing *Participant Assessment*

Background

This questionnaire is designed to help Agency staff better understand what worked well and what improvements to consider implementing before holding future Public Hearings. Once the data are summarized, Agency staff can assess whether goals for success were met, make modifications if necessary, and compare progress over time. 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 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.

1a. Pre-hearing publicity availability

Please indicate how you heard about the public hearing (check all that apply):

- radio announcements
 television announcements
 newspapers ads
 flyers in store windows/bulletin boards
 website information
 Other (please specify) _____

Was the information about the public hearing made available in locally used languages?

Yes No

If you received a pre-hearing notice via regular or electronic mail, how much in advance did the notice arrive? a few days one week 2 weeks 2-4 weeks more than 1 month other (please specify) _____

Please suggest any additional ways you think EPA should publicize future public hearings: _____

Please explain what you learned about the public hearing or issue that made you decide to attend:

1b. Pre-hearing background information

Was anything missing from the pre-hearing background information?

Yes No If yes, please specify: _____

Did you call to ask for specific information? Yes No

If yes, what did you ask for? _____

2. Hearing logistics

	Strongly disagree	Disagree	Somewhat disagree	Somewhat agree	Agree	Strongly agree	Don't know
I became aware of pre-hearing notice early enough to plan attending.	1	2	3	4	5	6	7
Location was convenient.	1	2	3	4	5	6	7
Public transportation was close by.	1	2	3	4	5	6	7
Facility was comfortable for participants.	1	2	3	4	5	6	7
Time during which hearing was held was convenient.	1	2	3	4	5	6	7
The length of the hearing was about right.	1	2	3	4	5	6	7
Translators were available (if needed).	1	2	3	4	5	6	7
Signers for hearing impaired were available (if needed).	1	2	3	4	5	6	7
Provisions were made for handicap access.	1	2	3	4	5	6	7

3. Conduct of hearing

Greeters made participants feel welcome.	1	2	3	4	5	6	7
The registration process was efficient.	1	2	3	4	5	6	7
I understood the purpose of the hearing.	1	2	3	4	5	6	7
I understood how the hearing would be conducted.	1	2	3	4	5	6	7
Hearing planners focused on the right questions.	1	2	3	4	5	6	7
I was comfortable with the hearing format.	1	2	3	4	5	6	7

Please continue to respond on the next page

3. Conduct of hearing (continued)

		Strongly disagree	Disagree	Somewhat disagree	Somewhat agree	Agree	Strongly agree	Don't know
The format gave all ample opportunity to be heard.	1	2	3	4	5	6	7	
My ideas were heard.	1	2	3	4	5	6	7	
There was courteous interaction between speakers and hearing officials.	1	2	3	4	5	6	7	
It was easy to sign up for follow-up information.	1	2	3	4	5	6	7	
There was a good mix of viewpoints.	1	2	3	4	5	6	7	
I understand the "next steps" in the process.	1	2	3	4	5	6	7	
Participants' input will make a difference.	1	2	3	4	5	6	7	
Did you formally speak at the hearing? Yes__	No	___						
If yes, please indicate the degree to which you agree or disagree with the following statements.								
I received respectful treatment.	1	2	3	4	5	6	7	
Follow-up clarification questions were relevant.	1	2	3	4	5	6	7	
Hearing officials were courteous.	1	2	3	4	5	6	7	
Please suggest how EPA can improve the next public hearing.	_____							

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.**

Burden Statement: The annual public reporting and recordkeeping burden for this collection of information is estimated to average 0.158 hours per response. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review

instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data 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.