



BILLING CODE 7510-13

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

[NASA Document Number: 26-056; NASA Docket Number: NASA-2026-0463]

Name of Information Collection: NASA Generic Clearance for Conferences, Meetings, Workshops, Registrations and Challenges

AGENCY: National Aeronautics and Space Administration (NASA).

ACTION: Notice of new information collection.

SUMMARY: NASA, as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to take this opportunity to comment on proposed and/or continuing information collections, as required by the Paperwork Reduction Act (PRA) of 1995.

DATES: Comments are due by **[INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

ADDRESSES: Written comments and recommendations for this information collection should be sent within 60 days of publication of this notice at <http://www.regulations.gov> and search for NASA Docket: NASA-2026-0463.

FOR FURTHER INFORMATION CONTACT: Requests for additional information or copies of the submissions may be obtained from NASA PRA Clearance Officer, Stayce Hoult by emailing hq-ocio-pra-program@mail.nasa.gov or calling (256) 714-8575.

SUPPLEMENTARY INFORMATION:

I. Abstract

NASA seeks to collect information from individuals and organizations who wish to participate in NASA sponsored conferences, meetings, workshops, sessions, panels, applications, posters, presentations, training events, and other mission-related activities. NASA frequently conducts scientific, technical, educational, and stakeholder-engagement events to advance aeronautics and space research, foster collaboration, disseminate findings, and support the development of the next generation of explorers and innovators. NASA anticipates receiving interest from a broad range of respondents and individuals, including academic researchers, industry professionals, nonprofit organizations, educational institutions, and Federal, State, local, and Tribal government representatives. The information collected may include basic details such as name, organization, address, country, phone number, email address, and any special accommodation requests necessary for accessibility compliance. NASA may also ask respondents how they learned about the activity to support outreach effectiveness and event improvement. NASA will collect registration information to facilitate event management, communication, and coordination with interested parties. This includes data needed to register participants, verify eligibility where appropriate, support access requirements, and maintain accurate participation records. The information collection also enables NASA to identify and select appropriate participants for specific activities, such as presenters, speakers, or panelists with relevant expertise, and attendees whose professional background or technical skills align with the event's purpose. For certain activities, NASA may develop short applications or submission processes—such as abstract submissions or expressions of interest—to evaluate proposed content and determine which individuals can contribute meaningfully to the event's objectives.

NASA may occasionally request additional information, papers, abstracts, or other supporting materials as part of an event related submission or application and may seek extra documentation from interested participants when necessary to evaluate proposed presentations or participation, support program planning, ensure content quality, or prepare for event execution.

The collected information supports logistical planning, including confirming attendance, securing appropriate facilities or virtual environments, managing security and access requirements, and ensuring compliance with NASA policies and federal requirements. These collections enable NASA to operate events safely, efficiently, and in alignment with mission needs across centers and mission directorates.

NASA is committed to effectively performing the Agency's communication function in accordance with the National Aeronautics and Space Act of 1958, Section 203(a)(3), as amended states "provide for the widest practicable and appropriate dissemination of information concerning its activities and the results thereof", and to enhance public understanding of, and participation in, the Nation's aeronautics and space programs.

II. Methods of Collection

Electronic web forms, email submissions, and, as needed, paper forms.

III. Data

Title: NASA Generic Clearance for Conferences, Meetings, Workshops,
Registrations and Challenges.

OMB Number: 2700-xxxx (New)

Type of review: New Information Collection.

Affected Public: Individuals and households; businesses; academic institutions; non-profit organizations; and Federal, State, local, Tribal governments, as applicable to event participation.

Estimated Annualized Burden Table

Type of activity/form	Number of respondents	Number of responses per respondent	Average burden per response (hours)	Total burden hours
Conferences	2000	1	1.0	2000
Meetings	2000	1	45/60	1500
Workshops	2000	1	30/60	1000
Session	1000	1	1.0	1000
Panels	1000	1	30/60	500
Presentations	1000	1	1.0	1000
Common /Interest Registration Form	1500	1	3/60	75
Common Abstract Form	1000	1	1.0	1000
Total	11500	—	—	8075

IV. Request for Comments

Comments are invited on: 1) Whether the proposed collection of information is necessary for the proper performance of the functions of NASA, including whether the information collected has practical utility; 2) the accuracy of NASA's estimate of the burden (including hours and cost) of the proposed collection of information; 3) ways to enhance the quality, utility, and clarity of the information to be collected; and 4) ways to minimize the burden of the collection of information on respondents, including automated collection techniques or the use of other forms of information technology.

Comments submitted in response to this notice will be summarized and included in the request for OMB approval of this information collection. They will also become a matter of public record.

Stayce Harris Hault,

PRA Clearance Officer,

National Aeronautics and Space Administration.

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