	Prompt	Answer options
1	Describe your level of understanding of the overall FAA CPIC reporting process.	Do not understand at all Slight understanding Moderate understanding Excellent understanding
2	How important does your Program Manager (PM) and/or leadership think the FAA CPIC process is?	Not at all important (please explain) Slightly important Moderately important Very important Extremely important
3	How important do you think the FAA CPIC process is?	Not at all important (please explain) Slightly important Moderately important Very important Extremely important
4	Are you a Federal Employee or a Support Contractor?	Federal employee Contractor Other (please explain)
5	What best describes you and your role during this BY2018 annual submission process	PM Analyst or other program support role Other (please explain)
6	Did you enter your program's data in CIMS during this BY2018 annual submission process?	Yes No N/A (please explain)
7	Select the option below that best describes your experience with the FAA CPIC process. (Do not include this year. This only counts for the FAA; do not include years of CPIC experience at different agencies).	0 years - I was brand new to this process at the FAA for the BY18 submission period 1 year 2 years 3+ years
8	How helpful were the three FAA CPIC guidance documents for completing the IT Portfolio Summary (IPS), Major Investment Business Case (MIBC) and Major Investment Business Case Detail (MIBCD/monthly form)?	Not at all (please specify) Slightly helpful Moderately helpful Very helpful Extremely helpful N/A - I did not use this guidance document
9	Please provide any additional feedback or suggestions on how the FAA AEM-520 CPIC Team can improve documented guidance. Additionally, if you found one guide more useful than the others, or did not use one or more of the guidance documents, please tell us why.	Open response (free text)

10	How helpful were the FAA CPIC guidance sessions and trainings in preparing you for the BY2018 annual submission? *As a reminder, the following sessions/trainings were offered: CPIC Kickoff (July, 2 sessions); Virtual Guidance (July, 2 sessions); IPS Functional Guidance and Assisted Data Entry (Aug, 2 sessions); MIBC/D Functional Guidance and Assisted Data Entry (Sept, 2 sessions); one-on-one MIBC/D review sessions in the computer room with your CPIC Analyst (September).*	Not at all (please specify) Slightly helpful Moderately helpful Very helpful Extremely helpful N/A - I did not attend any trainings
11	Is it helpful to you that trainings/guidance sessions are offered in person or is virtual guidance or a pre-recorded video equally helpful and effective? *We recognize that a combination of these approaches may be the best solution, but if you have a preference from the following options please select that option. Only select 2 or more options if you find them EQUALLY helpful and effective.*	A - I find in-person trainings more helpful/effective because I can participate in Q&A, am less distracted, get to know my CPIC analyst and the CPIC team better, network with my peers, or for any other reason. B - I prefer virtual trainings because it is easier to attend remotely, because I am more likely to attend, or for any other reason. C - I prefer trainings be provided as pre-recorded links because they can be watched at any time, as many times as I like, or for any other reason. - N/A
12	Please provide any additional feedback or suggestions on how the FAA AEM-520 CPIC Team can improve guidance training.	Open response (free text)
13	How satisfied are you with the communications (emails, meetings, phone calls, etc. from AEM-520) regarding the OMB BY2018 annual submission?	Not at all satisfied (please explain) Slightly satisfied Moderately satisfied Very satisfied Extremely satisfied
14	Please provide any suggestions on how the CPIC team can improve our communications to the CPIC community.	Open response (free text)
15	If you enter your program's data into CIMS, please provide any suggestions on how to improve functionality, efficiency, user experience, etc. in the CIMS tool.	Open response (free text)
16	How helpful were the FAA CPIC Analysts who supported your program during the OMB BY2018 annual submission?	Not at all (please specify) Slightly helpful Moderately helpful Very helpful Extremely helpful N/A

17	How helpful were the FAA subject matter experts (SME) who supported your program during the OMB BY2018 annual submission?	Not at all (please specify) Slightly helpful Moderately helpful Very helpful Extremely helpful N/A
18	Please provide any additional feedback or suggestions related to the SMEs that supported your program during the BY2018 annual submission.	Open response (free text)
19	Please rank how important (from most important to least important) these types of support were to your successful BY2018 CPIC submission.	Support from your CPIC Analyst CPIC Trainings and Guidance Sessions Guidance Documents for the IPS and MIBC/D forms Mass email communications from the CPIC inbox (9-ASP-CPIC@faa.gov) or CPIC PM SME support
20	Did your program office have any challenges that affected your ability to complete your CPIC submission? Examples may include staff turnover, JRC decision, significant budget changes, etc.	Yes (please explain) No
21	The FAA CPIC team is considering holding a meeting or sending individual emails directly to Program Managers, Business Managers, and others in leadership roles before next year's annual submission to provide information on the importance of the CPIC process, why it exists, and explain high-level details of the process. Do you support this idea?	Not at all supportive (please explain) Slightly supportive Moderately supportive Very supportive Extremely supportive (please explain)
22	Overall, how satisfied were you with the level of support provided by the FAA CPIC team during this BY2018 submission cycle?	Not at all satisfied (please explain) Slightly satisfied Moderately satisfied Very satisfied Extremely satisfied
23	Please provide any additional suggestions or ideas on how to improve the annual submission process, services, or tool.	Open response (free text)