

**OMB Justification Statement
Institute of Museum and Library Services
Partnership for a Nation of Learners (PNL) Evaluation
Applicants**

Section B: Collection of Information Employing Statistical Methods

1. Respondent universe and sampling.

The potential respondent universe is all 181 applicants to the PNL grant program who did not receive a grant. This program evaluation will not use sampling methodology.

We anticipate a response rate of 80% for the data collection; producing a return of approximately 145 responses.

2. Procedures for the collection of information.

All participants will receive an electronic invitation to participate in the electronic survey, with detailed instructions and an option to request a paper form. The data collection period will be 1 month. Each survey recipient will receive 2 reminders at 1-week intervals.

3. Methods to maximize response rate.

EmcArts will take several steps to maximize the response rate. This online survey provides a menu of responses for many questions, often in easy-to-answer drop-down boxes. Limited narrative responses are sought.

Industry experience suggests that on-line surveys (broadly) produce higher response rates and faster response times, suggesting reduced burden on respondents. For respondents who indicate a preference for written response, EmcArts will mail a paper copy of the survey with a return envelope. Additional strategies to maximize response rate include:

- Use of current e-mail addresses or postal mailing addresses for each program applicant, confirmed by contact.
- The telephone number and e-mail address of the responsible EmcArts staff member will be included in the survey, so that respondents will have a contact if they have any questions.
- Two electronic reminders will be sent at 1-week intervals.

4. Tests of procedures or methods.

The questionnaire was reviewed by IMLS and CPB staff and revised after the review. Because the survey is intended for a small universe that, in most instances, is familiar with IMLS, CPB, and the PNL program under evaluation, and because the findings are not intended to extend to other programs or to inform large-scale policy decisions, no pilot of the survey has been carried out. The revised survey is included in this OMB submission.

5. *Individuals consulted on statistical aspects of the design.*

Not applicable. Statistical analysis will be limited to simple arithmetic functions and filters provided by the commercial survey provider, SurveyMonkey.