

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

***Section B: Collection of Information Employing Statistical Methods***

*1. Respondent universe and sampling.*

The potential respondent universe is all 3,000 participants in the PNL professional development program. This evaluation will not use sampling methodology.

We anticipate a response rate of 80% for the data collection; producing a return of approximately 2,400 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.*

IMLS will 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, IMLS 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 IMLS 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 universe that, in most instances, is familiar with IMLS and/or 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 questionnaire 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.