

BUREAU OF TRANSPORTATION STATISTICS  
OMB CLEARANCE PACKAGE  
PART B

For  
CLEARANCE TO CONDUCT THE SURVEY OF STATE  
FUNDING FOR PUBLIC TRANSPORTATION

Prepared by  
Office of Advanced Studies  
Bureau of Transportation Statistics  
Research and Innovative Technology Administration

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Attachment I: The Safe, Accountable, Flexible Efficient Transportation Equity Act—A Legacy For Users (SAFETEA-LU; H.R. 3, Section 1801(e))

Attachment II: 60-Day Federal Register Notice

Attachment III: 30-day Federal Register Notice

Attachment IV: Final Report from the 2005 Survey of State Funding for Public Transportation

## **B. Collection of Information Employing Statistical Methods**

### **1. Respondent Universes and Sampling Methods**

This survey will be a census of all DOT headquarters offices within the US (51 DOTs).

### **2. Procedures for the Collection of Information**

After receipt of survey approval from OMB, BTS will contact all survey POCs by phone to alert them that the packets are being mailed. Surveys will be mailed via FedEx. One week after mailout, all POCs will be contacted by phone to ensure that they have received their packets and to answer questions about the new format or to offer assistance in completing the update of the forms. Thereafter, all DOTs with outstanding forms will be contacted on a weekly basis to urge completion and to offer any assistance necessary to get the forms updated. In the past, this has included faxing additional copies of forms, emailing electronic versions of the form, and, in some cases, re-mailing copies of the form. After updated forms are received, data entry will be done by BTS staff and DOT POCs will have an opportunity to review the “final” versions of their forms prior to publication of the summary report. Based on our past experience with this survey, the data collection period will last about 6 weeks.

### **3. Methods to Maximize Response Rates and Deal with Issues of Nonresponse**

This survey has achieved a response rate of 100% for each year that BTS has conducted the survey.

### **4. Test of Procedures**

The survey forms are a joint product of BTS and AASHTO with input from APTA. The final form was reviewed by BTS’ Office of Survey Programs and by staff within AASHTO and APTA.

### **5. General Customer Satisfaction Surveys Program Procedures for Submitting packages to OMB.**

This is not a customer satisfaction survey.

### **6. Personnel/Organizations Responsible for Design, Collection, or Analysis of the Information**

The design of the survey form, specifications for data collection, question content, and data entry are under the supervision of BTS. BTS is solely responsible for the review of the final survey form, data accuracy, and technical documentation. The points-of-contact at BTS are:

June Jones, 202 366-4743

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All are located at:

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