

SUPPORTING STATEMENT
U.S. Department of Commerce
Office of the Secretary
Office of Policy and Strategic Planning
Faith-Based and Community Initiative Toolkit
Website Evaluation Survey
OMB CONTROL NO. 0690-XXXX

A. JUSTIFICATION

1. Explain the circumstances that make the collection of information necessary.

The U.S. Department of Commerce’s (DOC) Center for Faith-Based and Community Initiative (CFBCI) is one of eleven similar centers located in various Federal agencies (i.e., Departments of Education, Labor, Housing and Urban Development, Health and Human Services, and Justice). All CFBCIs report to the White House’s Office of Faith-Based and Community Initiative (OFBCI). The Faith-Based and Community Initiative focuses on expanding partnerships with non-profit sector partners and soliciting private sector co-investors to help America’s communities in need.

The focus of Initiative -

- a. identifying and eliminating barriers that impede the full participation of faith-based and community organizations (FBCOs) in the Federal grants process.
- b. ensuring that Federally-funded social services administered by State and local governments are consistent with equal treatment provisions.
- c. encouraging greater corporate and philanthropic support for FBCOs' social service programs through public education and outreach activities.
- d. pursuing legislative efforts to extend charitable choice provisions that prevent discrimination against faith-based organizations, protect the religious freedom of beneficiaries, and preserve religious hiring rights of faith-based charities.

In an effort to support non-profit organizations with submitting quality government grant applications, the U.S. Census Bureau developed an online toolkit to assist applicants with obtaining Census information for grant writing and community needs assessment. The U.S. Census Bureau is the leading source of quality data about our nation’s people and economy. Census data drives key elements of grant applications and grant proposals are strengthened by good supportive data which demonstrates a need within a community.

DOC would like to conduct a study to evaluate the effectiveness of the Faith-Based and Community Initiatives toolkit website and, specifically the “Additional Resources” link. The findings from the study will be used to help make informed decisions about users’ expectations and needed improvements to the website.

2. Explain how, by whom, how frequently, and for what purpose the information will be used. If the information collected will be disseminated to the public or used to support information that will be disseminated to the public, then explain how the collection complies with all applicable Information Quality Guidelines.

The information will be used by the DOC/CFBCI to better understand users' of the toolkit website expectations and needed improvements for the website. Periodic updates will be provided to OFBCI to communicate the findings from the survey.

The information will not be disseminated to the public.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological techniques or other forms of information technology.

The users of the CFBCI toolkit website will have the option to complete and submit the online survey at www.commerce.gov/OS/CFBCI.

4. Describe efforts to identify duplication.

No survey of this kind currently exists.

5. If the collection of information involves small businesses or other small entities, describe the methods used to minimize burden.

Not Applicable.

6. Describe the consequences to the Federal program or policy activities if the collection is not conducted or is conducted less frequently.

If the collection is not conducted, DOC will have no way to measure the effectiveness and value of the FBCI toolkit website.

7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.

Not Applicable.

8. Provide information of the PRA Federal Register Notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received in response to that notice and describe the actions taken by the agency in response to those comments. Describe the efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

The Federal Register Notice soliciting public comments was published on January 22, 2008 (Vol. 73, page 3693). No comments were received.

9. Explain any decisions to provide payments or gifts to respondents, other than remuneration of contractors or grantees.

Not Applicable.

10. Describe any assurance of confidentiality provided to respondents and the basis for assurance in statute, regulation, or agency policy.

The survey includes the following language:

“Your responses are voluntary and will remain confidential to the extent permitted by law.”

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

No questions of a sensitive nature are requested.

12. Provide an estimate in hours of the burden of the collection of information.

Estimated Number of Respondents: 400.

Estimated Time Per Response: 5 minutes.

Estimated Total Annual Burden Hours: 33.

13. Provide an estimate of the total annual cost burden to the respondents or record-keepers resulting from the collection (excluding the value of the burden hours in #12 above).

Not Applicable.

14. Provide estimates of annualized cost to the Federal government.

The cost to the Federal government is minimal.

15. Explain the reasons for any program changes or adjustments reported in Items 13 or 14 of the OMB 83-I.

This is a new collection thus no program changes or adjustments.

16. For collections whose results will be published, outline the plans for tabulation and publication.

Not Applicable.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons why display would be inappropriate.

Not Applicable.

18. Explain each exception to the certification statement identified in Item 19 of the OMB 83-I.

Not Applicable.

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

This collection does not use statistical methods.