

## **SUPPORTING STATEMENT**

### **UNITED STATES MINT GENERIC CLEARANCE (May 2008 through May 2011) 1525-0012**

#### **B. COLLECTION OF INFORMATION EMPLOYING STATISTICAL METHODS**

##### **B1. UNIVERSE AND RESPONDENT SELECTION**

Surveys covered under this generic clearance will vary with regard to the universe and respondent selection. The potential universe for some surveys will include our active and inactive customers, while others may include far fewer. However, because the Mint is attempting to expand its numismatic markets and practically all Americans are users of circulating coinage, the universe for some surveys may include the entire U.S. population base, with a statistically valid sample selected for research.

##### **B2. PROCEDURES FOR COLLECTING INFORMATION**

The specific method of data collection for each survey will be provided to OMB before each survey is conducted.

##### **B3. METHODS TO MAXIMIZE RESPONSE**

The U.S. Mint has found that by sending an advance notice letter to those customers participating in a telephone survey the rate of response can be increased and will employ this technically when possible and cost effective. The Mint will employ procedures to review and test questions by survey experts to ensure that questions and instructions are clear, relevant, and unambiguous. Surveys employing non-response follow-up techniques will use multiple contacts by telephone and/or additional mailing of the questionnaire to ensure an adequate response.

##### **B4. TESTING OF PROCEDURES**

In most cases, a pretest of the data collection instruments will be conducted prior to its use. Pretests will include review by knowledgeable Mint staff and consultants. In the case of telephone surveys, the pretest will include monitoring of interviewers and respondents by Mint staff and/or consultants prior to the actual survey. No pretest will include provisions for contacting more than nine (9) respondents.

B5. CONTACTS FOR STATISTICAL ASPECTS AND DATA COLLECTION

The contact person for questions regarding any statistical aspects employed or data collection procedures used will be provided to OMB before each survey. Administrative questions regarding the Mint use of this generic clearance should be directed to:

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