SUPPORTING STATEMENT Part B

FOR PAPERWORK REDUCTION ACT SUBMISSION

B. Collection of Information Employing Statistical Methods

The agency should be prepared to justify its decision not to use statistical methods in any case where such methods might reduce burden or improve accuracy of results. When Item 17 on Form 83-I is checked "Yes," the following documentation should be included in the Supporting Statement to the extent that it applies to the methods proposed:

Q1. Describe the potential respondent universe (including a numerical estimate) and any sampling or other respondent selection method to be used. Data on the number of entities (e.g., establishments, state and local government units, households, or persons) in the universe covered by the collection and in the corresponding sample are to be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample. Indicate expected response rates for the proposed sample. Indicate expected response rates for the collection as a whole. If the collection had been conducted previously, include the actual response rate achieved during the last collection.

A1. Information will be collected from a subset of the 48 State Migrant Education Programs that exist. In the first year of the survey, the sample will consist of eight volunteer states which will collect information on 520 binational students. In years 2 and 3 of the survey, 21 volunteer states will complete the survey based on information from 1,100 binational students. There are an estimated 195,000 binational students currently attending U.S. public schools.

One hundred percent of the State Migrant Education Programs that volunteer for the survey are expected to respond. Contact has been made with State representatives who have agreed to collect the information and complete the survey.

Q2. Describe the procedures for the collection of information, including:
- ❖ **Statistical methodology for stratification and sample selection.**
- ❖ **Estimation procedure.**
- ❖ **Degree of accuracy needed for the purpose described in the justification.**
- ❖ **Unusual problems requiring specialized sampling procedures, and**
- ❖ **any use of periodic (less frequent than annual) data collection cycles to reduce burden.**

A2. Eight states have been selected for the survey which represent the northwest, west, south, southeast, and mountain State regions. Each participating State will collect information from a structured sample that will be drawn to ensure that appropriate numbers of students are selected representing the five age/grade categories pertinent to the survey: (1) birth through pre-kindergarten, (2) grades K-5, (3) grades 6-8, (4) grades 9-12, and (5) out-of-school youth (OSY). The percentage of students in each of these categories will equal the percentage of students in each category that are found in the state's binational student population. Within these categories, students will be chosen randomly for inclusion by using a table of random numbers generated from an Excel spreadsheet or other recognized sampling tool. Sixty students will be selected using these procedures in each state except for California where 100 students will be selected.

Findings will be estimated to the population by calculating the percent of students in the sample with the characteristics being studied, i.e., the percent of the total binational student population that was enrolled in schools both in Mexico and the U.S.

A high degree of accuracy is needed in order to "(1) identify the special educational needs of binational migrant students, and (2) help coordinate State efforts to design and implement strategies that will improve education outcomes for binational migrant students." This accuracy will be achieved through the development of a data collection manual, and training and technical assistance provided to State personnel responsible for collecting the data and completing the survey.

No unusual problems requiring specialized sampling procedures have been identified.

No periodic data collection is necessary.

Q3. Describe methods to maximize response and to deal with issues of non-response. The accuracy and reliability of information collected must be shown to be adequate for intended uses. For collections based on sampling, a special justification must be provided for any collection that will not yield "reliable" data that can be generalized to the universe studied.

A3. The expected response rates from the eight volunteer States is 100%. To ensure the accuracy and reliability of the information collected, persons responsible for collecting data will receive professional development which will include basic information and practical, hands-on experience with the survey. The content will include a definition of terms, sampling procedures, completion of the survey instrument, and submission of survey results. Training may be delivered through traditional means, or through any combination of the following: online web seminars, phone conferencing, and PowerPoint presentations sent electronically to data collection staff.

Q4. Describe any tests of procedures or methods to be undertaken. Testing is encouraged as an effective means of refining collections of information to minimize burden and improve utility. Tests must be approved if they call for answers to identical questions from 10 or more respondents. A proposed test or set of tests may be submitted for approval separately or in combination with the main collection of information.

A4. Representatives from several States were involved in the development of the survey. The instrument has been refined based on their input. As only eight States will be completing the survey further testing of the procedures or methods are not necessary.

Q5. Provide the name and telephone number of individuals consulted on statistical aspects of the design and the name of the agency unit, contractor(s), grantee(s), or other persons who will actually collect and/or analyze the information for the agency.

A5.   Contractor Name(s): Frank Contreras or Andrea Vazquez
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