

OMB SUPPORTING STATEMENT
for
Targeted Evaluations of State
Vocational Rehabilitation Agency Practices

**U. S. Department of Education
Office of Special Education and Rehabilitative Services (OSERS)
Rehabilitation Services Administration (RSA)**

Revised

November 12, 2008

**Prepared by:
RTI International**

14. Estimate of Annualized Cost to the Federal Government

This data collection is to be conducted under an existing contract between RSA and RTI International of Research Triangle Park, NC. Costs to the federal government for the study's data collection task, including the survey, site visits to state VR agencies, and several other activities are \$258,240.

15. Change in Burden

This is a new collection; there are no changes or adjustments in burden.

16. Tabulation and Analysis Plan and Schedule

The survey for which clearance is requested is one component of a study entitled *Targeted Evaluations of State VR Agency Practices*, which includes a number of other activities. The study began on October 1, 2007 and is scheduled to end on September 30, 2009. The survey of state VR agencies will take place in **November and December** 2008, followed by site visits to a small number of agencies in early 2009 to explore the two topics in greater detail. Evaluation reports will be submitted to RSA in June 2009.

17. Display Expiration Date for OMB Approval

RSA will display the expiration date for OMB approval of the information collection.

18. Exceptions to Certification Statement

There are no exceptions to the certification statement.

B. Statistical Methods

1. Respondent Universe

No statistical methods will be used for this data collection. At present, there are 80 state VR agencies. RTI will ask all of these agencies to respond to the survey.

2. Sample Design

None; the data collection will include the universe of agencies.

3. Methods for Maximizing Response Rate

Although agencies are not required as a condition of federal funding to respond to the survey, RSA will inform them about the study, encourage their participation, and explain the importance of collecting valid and reliable data. Should the survey fail to achieve a response rate

of at least 80 percent, RTI will undertake prompting efforts, including e-mail messages and telephone calls, to increase the rate.

4. Test of Procedures and Methods

No tests of procedures and methods were needed.

5. Consultation on Statistical Aspects of the Design

No consultation was needed.

Appendix A

Paperwork Burden Statement

Targeted Evaluations of State Vocational Rehabilitation (VR) Agency Practices

Survey of State Vocational Rehabilitation Agencies

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information is **XXXX--XXXX**. The time required to complete this information collection is estimated to average **90** minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this form, please write to U.S. Department of Education, Washington DC, 20202. If you have any comments or concerns regarding the status of your individual submission of this form, write directly to Steven Zwillinger, Rehabilitation Services Administration, U.S. Department of Education, Potomac Center Plaza, 550 12th Street, SW, Room 5066, Washington, DC, 20202.