

**Supporting Statement B:**  
**OMB Control Number: xxxx-xxxx**  
**U.S. Election Assistance Commission**  
**2008 Election Administration and Voting Survey**

**B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

**1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection method to be used. Data on the number of entities (e.g. establishments, State and local governmental units, households, or persons) in the universe and the corresponding sample are to be provided in tabular form. 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.**

This information collection does not use sampling. The respondent universe for the 2008 includes all 50 states, the District of Columbia, and the four U.S. territories; the total universe is 55 respondents. The EAC expects all of the identified respondents (100%) to provide responses to the collection as a whole; however, some of the respondents are exempt from the NVRA and as such are not required to provide certain answers. In addition, since the manner in which elections are administered may vary by jurisdiction, there are some questions that may not apply to all respondents.

**2. Describe the procedures for the collection, including: the statistical methodology for stratification and sample selection; the estimation procedure; the degree of accuracy needed for the purpose described in the justification; any unusual problems requiring specialized sampling procedures; and any use of periodic (less frequent than annual) data collection cycles to reduce burden.**

Not applicable to this collection.

**3. Describe the methods used to maximize response rates and to deal with non-response. The accuracy and reliability of the information collected must be shown to be adequate for the intended uses.**

The EAC has worked closely with all survey respondents since early in 2005 to clarify survey questions and terms, and encourage full participation. For example, in May 2005, the EAC met with a small group of election officials to solicit their feedback regarding the 2004 Election Day Survey, which is now part of this new information collection. The group discussed the challenges faced by election officials when collecting this data, including the interpretation of the survey questions and terms and the methods for assembling the data. In April 2006, the EAC convened a second group, this time consisting of election officials, social scientists, and voter interest groups, to improve the new information collection based on their experiences with previous collections. In addition, the EAC has vetted the document with its Advisory and Standards Boards, which are comprised of 110 state and election officials and another 37 are drawn from various national associations and government agencies that play a role in the

implementation of the Help America Vote Act and science and technology-related professionals appointed by Congressional members. Furthermore, the EAC met with the state members of the National Association of Secretaries of States (NASS) and the National Association of State Election Directors (NASED) in July to review the proposed information collection. In January 2008, the EAC held conference calls with the states to discuss issues related to the 2006 survey to solicit feedback on the 2008 survey format, as it will be split into two – the Statutory Overview (qualitative) and the Election Day Survey (quantitative). EAC also sought public comment on this year’s survey, incorporating many of the more feasible suggestions regarding question type or format. As always, the EAC will carefully review the information submitted by survey respondents to ensure completeness and accuracy; respondents will be contacted by phone, e-mail, and/or mail to request information regarding missing and/or erroneous data.

**4. Describe any tests of procedures or methods to be undertaken. Tests are encouraged as effective means to refine collections, but if ten or more test respondents are involved OMB must give prior approval.**

Not applicable to this collection.

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

The EAC staff members responsible for conducting this information collection are:

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