

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

1. Respondent Universe and Sampling Methods

The universe for inclusion in the database is those organizations that assist low-income individuals or communities regarding nutrition assistance programs or other assistance; those organizations that have effective program models; surplus and emergency food distribution networks; and USDA food program distributors. No statistical sampling will be employed. Relevant organizations will be identified through use of secondary sources, including information from existing mailing lists maintained by WHY. No tabulation or analysis of the data is planned. No attempt will be made to interpret any findings as being nationally representative or statistically valid.

2. Statistical Methods for Sample Selection and Degree of Accuracy

As discussed above, statistical methods will not be used to draw a sample.

3. Procedures to Maximize Response Rates and to Deal with Issues of Non-response

A reasonably high response rate is expected. The response time is quite brief and burden is minimal.

Four steps will be taken to limit the problems attendant to non-response for surveys conducted by mail. First, in addition to the database form being sent through the mail, it will also be available on the Internet to increase access to the population of interest. Second, after each mailing, the contractor will follow up by telephone or fax. Third, response can be made either by regular mail, e-mail, fax, or the Internet. Fourth, the form will include an item, which will inform the respondent that there will be additional requests for information, and ask the respondent to indicate his or her willingness to

continue participating in the project.

4. Testing of Instrument

WHY, the contractor for the initial contract (as well as the follow up contract) conducted a pretest of the instrument under field conditions. The purpose of pre-testing was to identify questions that needed to be modified to improve clarity and electronic response alternatives. Nine potential respondents chosen randomly from the existing master list participated in the pretest.

Since the instrument's approval by OMB, thousands of respondents have completed it successfully. No problems have been encountered.

5. Individuals Who Will Collect Information

WHY, contractor for the existing National Hunger Clearinghouse, will collect the information.

The data will not be analyzed.