

**Supplemental Questions for DOC/NOAA Customer Survey Clearance
(OMB Control Number 0648-0342)**

1. Explain who will be conducting this survey. What program office will be conducting the survey? What services does this program provide? Who are the customers? How are these services provided to the customer?

The survey will be conducted by the Aquatic Nuisance Species Task Force (ANSTF), an intergovernmental organization dedicated to preventing and controlling aquatic nuisance species, and implementing the Nonindigenous Aquatic Nuisance Prevention and Control Act (NANPCA) of 1990 (later reauthorized under the National Invasive Species Act (NISA) in 1996). The Task Force is co-chaired by the National Oceanic and Atmospheric Administration and United States (U.S.) Fish and Wildlife Service.

The NOAA Restoration Center (NMFS) is working closely with ANSTF to conduct this survey, as the information gathered will be as part of an online invasive species “toolbox” on the Restoration Center website which will provide staff, volunteers, and grantees with information on the detection, prevention, and control of invasive species.

The goal of the survey is to update and expand the Invasive Species Expert Database. This database has been an important resource to many; including state and federal agencies, colleges and universities, non-profit organizations, volunteer monitoring groups as well as the general public. This service puts individuals in contact with local professionals who can provide assistance in invasive species issues, including species identification, preventative operations, control techniques, monitoring, outreach, and local legislation. The existing Invasive Species Experts Database can be found on the ANSTF website (<http://www.anstaskforce.gov/experts/search.php>).

Upon completion, the updated database will also be available on the NOAA Restoration Center website (link to be determined.)

2. Explain how this survey was developed. With whom did you consult during the development of this survey on content? statistics? What suggestions did you get about improving the survey?

The initial Invasive Species Expert Database includes information from respondents regarding their affiliation and area of discipline. Feedback from the database users and NOAA Restoration Center staff and grantees suggested that the database would increase its usefulness if a more detailed profile was created for each person included in the database. This would allow individuals to find the most knowledgeable person to address their specific questions. Thus, this survey asks detailed questions about the individuals’ expertise for specific taxonomic groups, habitat types, as well as invasive species prevention and control measures.

The U.S Fish and Wildlife Service and U.S. Geological Survey were the key players in the development of the initial database. Staff members from these organizations were consulted during the development of this survey. Upon their suggestions, the survey includes a question

asking the respondent to identify the region they feel they could best address questions related to invasive species issues. We also included a comment box for additional remarks or suggestions regarding data elements that should be included in the database to further enhance its effectiveness.

- 3. Explain how the survey will be conducted. How will the customers be sampled (if fewer than all customers will be surveyed)? What percentage of customers asked to take the survey will respond? What actions are planned to increase the response rate? (Web-based surveys are not an acceptable method of sampling a broad population. Web-based surveys must be limited to services provided by Web.)**

All persons currently in the Invasive Species Expert Database will be contacted to update their contact information as well as to provide the information necessary for a detailed professional profile. Additional persons will be added to the database by contacting members from numerous invasive species organizations including the National Invasive Species Council, Aquatic Nuisance Species Task Force regional panels and sub-committees, Invasive Species Advisory Council, State invasive species working groups and invasive plant councils, as well as academics whose research has focused on invasive species issues.

The total numbers of possible survey respondents is estimated at approximately 1000 persons (an average of 20 per state). In addition, the respondents are asked to identify anyone who should also be including in this database. We recognize that we may not be contacting all existing experts, but feel confident that we have conducted a comprehensive search that will result in a complete and useful database. Further, we will continue to review the database on a regular basis, adding new names as needed and appropriate.

- 4. Describe how the results of this survey will be analyzed and used. If the customer population is sampled, what statistical techniques will be used to generalize the results to the entire customer population? Is this survey intended to measure a GPRA performance measure? (If so, please include an excerpt from the appropriate document.)**

The existing Invasive Species Expert Database (<http://www.anstaskforce.gov/experts/search.php>) allows users to perform a search by state only. The information gathered from this survey will allow us to create a detailed professional profile for each name in the database. This information will create additional fields in the database, such that users will be able to search for an expert of a particular taxonomic group, habitat type, state or region, or invasive species prevention and control measure. This information will be advantageous as it will allow individuals to contact local professionals who can provide assistance in invasive species. This information also will be beneficial to natural resource project managers by providing staff, contractors, volunteers, and grant recipients easy access to information on methods to avoid or minimize the introduction of invasive species.

All information gathered from this survey will be utilized in the database; the data will not be subjected to statistical analysis. Further, this survey is not intended to measure a GPRA performance measure

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. The tabulation must also include expected response rates for the collection as a whole. If the collection has been conducted before, provide the actual response rate achieved.

All persons currently in the Invasive Species Expert Database will be contacted to update their contact information as well as to provide the information necessary for a detailed professional profile. Additional persons will be added to the database by contacting members from numerous invasive species groups including the National Invasive Species Council, Aquatic Nuisance Species Task Force regional panels and sub-committees, Invasive Species Advisory Council, State invasive species working groups and invasive plant councils, as well as academics whose research has focused on invasive species issues.

The universe of respondents is estimated at approximately 1000 persons (~20 per state) and this will be a census survey of known respondents. In addition, the respondents are asked to identify anyone who should also be including in this database.

We recognize that we may not be contacting all existing experts, but feel confident that we have conducted a comprehensive search that will result in a fairly complete and useful database. Further, we will continue to review the database on a regular basis, adding new names as needed and appropriate.

As this survey encompasses individuals within a scientific community that has demonstrated strong involvement in invasive species issues, we anticipate a high response rate (> 80%). However, as the survey has never been conducted, we do not have previous response rates achieved.

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.

The survey will be sent electronically using Constant Contact Online Surveys (<http://www.constantcontact.com>). This service will allow us to view the names and answers for the respondents and export the data such that the information can be used to build a professional profile for each respondent and entered into the Invasive Species Expert Database. We will also use the information to expand the database by creating additional fields, allowing users to search for an expert of a particular taxonomic group, habitat type, state or region, or invasive species prevention and control measures.

3. Describe the methods used to maximize response rates and to deal with nonresponse. The accuracy and reliability of the information collected must be shown to be adequate for the intended uses. For collections based on sampling, a special justification must be provided if they will not yield "reliable" data that can be generalized to the universe studied.

Participation in the survey is voluntary and only information recorded in this survey will be made available to the public. However, this survey encompasses individuals within a scientific community that have demonstrated strong involvement in invasive species issues, thus we anticipate a high response rate (>80%). As respondents will be answering questions regarding their own contact information and areas of expertise, we trust all information will be accurate and reliable.

To maximize response rates, a follow-up request will be sent two weeks after the original send date to those who did not respond.

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.

No tests of procedures or methods are relevant to this survey as its primary focus is to collect contact information and area of expertise from individuals within the scientific community.

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.

Susan Pasko will be responsible to the data collection and organization of the database as well as entering the information into the Invasive Species Expert Database. Contact information is:

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