

**Guide to Reporting Highway Statistics
OMB Supporting Statement**

Part B: Collections of Information Employing Statistical Methods

1. *Describe potential respondent universe and any sampling selection method to be used:*

The potential respondent universe is State government, the government of District of Columbia, and the Commonwealth of Puerto Rico. Typically, the respondent is either the State Department of Transportation, or another State agency such as Department of Revenue, or Department of Motor Vehicles. These other State agencies, however, co-ordinate their responses through the State Department of Transportation. There is no sample selection for this survey.

2. *Describe procedures for collecting information, including statistical methodology for stratification and sample selection, estimation procedures, degree of accuracy needed, and less than annual periodic data cycles.*

Data Collection: Data collection will be completed via web using available technology, and via EXCEL forms submitted via e-mail, or electronically.

Methodology: Because the universe of respondents (States the District of Columbia, and the Commonwealth of Puerto Rico) responds using actual data, stratification and sample selection are not issues.

Estimation and Accuracy: In the case of fuel, because the data is used to apportion Federal-aid funds to the States, the highest degree of accuracy (zero errors) in actual data is needed. For other data programs, high quality data of a statistical nature is needed.

3. *Describe methods to maximize response rate.*

Because Federal-aid funds depend on the fuel data, the entire universe responds. In other data programs, Federal-planning funds can be withheld as incentive to reply.

4. *Describe tests of procedures or methods*

N/A

5. *Provide name and telephone number of individuals who were consulted on statistical aspects of the IC and who will actually collect and/or analyze the information*

N/A