

Tribal Capacity Survey (ICR 2299.02)

Part B of the Supporting Statement

1. Questionnaire Objectives, Key Variables, and Other Preliminaries

- a. **Objectives:** NCAI will use questionnaire information to expand participation in the Exchange Network from tribal partners and increase customer satisfaction from this constituency.
- b. **Key Variables:** The questionnaire attempts to understand individual tribe's environmental information collection needs, storage methods, submission processes, and exchange mechanisms. By understanding these variables, NCAI will be better prepared to offer broad process improvements to increase tribal participation and improve environmental data management.
- c. **Other Preliminaries:** NCAI will provide the questionnaire to the over 250 tribes currently members of their organization. They will make calls and provide hardcopy surveys to those tribal organizations unable or unwilling to fill out the survey online. The survey has been developed in SurveyMonkey and been assigned EPA form number 5800-01. NCAI will note within their distribution emails and listserves that participation in this survey is voluntary.

2. Statistical Approach for the Survey. NCAI expects a very high response rate to the questionnaire. NCAI will analyze the individual surveys for themes which may generate recommendations to improve participation in the Exchange Network. No statistical limitations on responses will be necessary.

3. Pretests and Pilot Tests. NCAI previously surveyed their membership on topics of common concern to determine current and future needs of their constituency. No pre-tests or pilots will be necessary for this questionnaire. Recommendations will be made from the survey data based on broad tribal needs, Exchange Network strategic goals, and NCAI knowledge of their membership.

4. Collection Methods and Follow-Up. The SurveyMonkey tool is attached to this Supporting Statement. A link to the questionnaire will be sent to each member tribe of NCAI and will be highlighted on the NCAI website. NCAI meetings, conventions, conference calls, and direct calls to tribes will be used to ensure the widest possible audience has the opportunity to respond to the survey.

5. Data Preparation and Analysis. NCAI will analyze individual surveys for themes which may generate recommendations to improve tribal participation in the Exchange Network. Network governance bodies (e.g., ENLC, NOB) will be notified of the results of this survey and provided tribal-specific recommendations that may increase tribal participation within the Exchange Network. Cross-media and cross-government solutions will be sought to efficiently broaden the Exchange Network across all levels of government.