

NASS Review of OMB Documents on VIPR Existing Vendor User Survey

I. Study Purpose

The purpose of this study is clearly explained and all terminology and project descriptions are accurately defined.

II. Sample Selection

There will be no sample selection. The study outlines a plan to conduct a full census of all known VIPR vendors.

III. Data Collection Instrument

The data collection instrument appears sufficient to collect the necessary information needed for a successful study. The questions are clearly worded and a test survey was conducted to evaluate the questions and the time burden on respondents.

IV. Data Collection Procedures

Data collection procedures are defined clearly for this survey. The web-based instrument should sufficiently collect the necessary data for this project. The timeline for the email reminders is appropriate.

It may be beneficial to include a plan for further nonresponse follow up if the expected response rate is not met so that enough data is collected to make the study results representative of the entire population of vendors.

V. Statistical Methods for Summary

There is no documentation on how the data will be summarized. It should be documented what kind of analysis will take place, and what type of charts, totals, and other summary statistics will be generated. Also note if any weighting will be used to account for nonresponse or if the data will be used to just generate raw summary totals.

VII. Overall Project Design

The supporting documents for this study are very well written. All aspects of the study have been covered with the exception of the summary and data analysis phases. If some further information is included to cover these items, the document would be complete.