

Let's Move Museums, Let's Move Gardens – Justification Part A

A.1. Necessity of the Information Collection

The Institute of Museum and Library Services (IMLS) request clearance for the Call for Participation survey for *Let's Move Museums, Let's Move Gardens* under the Paperwork Reduction Act. IMLS is authorized under the Museum and Library Services Act, **Sec. 9108. Policy Research, Analysis, Data Collection, and Dissemination** to collect data to extend and improve the Nation's museum, library, and information services. This data collection is needed to identify museums that are currently or have plans to provide interactive experiences (exhibitions); afterschool, summer and other targeted programs, and food service operations that help fight childhood obesity. The data collection will help to identify best practices and collect information about the capacity of museums to reach the public with important public health messages.

A.2. Purposes and Uses of the Data

The information collection will be used by IMLS and its Let's Move partners, the White House Office of Domestic Policy and museum service organizations to assess the level of participation of the nation's museums in the Let's Move initiative.

The intent of the collection:

- Develop a list of museums and gardens that are interested in delivering public health messages so that we can provide them with information (products of IMLS-supported grants, examples of best practices, links to resources) to support their efforts.
- Incorporate museums and gardens into the Let's Move effort and enable them to share information about their activities that promote healthy food choices and physical activity
- The list will be used by project partners for follow on activities to help to get feedback on implementing Let' Move activities and programs.
- Participating museums will be contacted about IMLS grant opportunities, but participation in Lets Move Museums and Lets Move Gardens will not be a factor in awarding grants.

A.3. Use of Information Technology

This will be an electronic data collection using government approved service agreement with surveyanalytics.com

A.4. Efforts to Identify Duplication

There is no similar data collected in any other data source.

A.5. Method Used to Minimize Burden on Small Businesses

No small business will be impacted, however some respondents are small non-profit organization. Every effort has been made to streamline process.

A.6. Consequences of Less Frequent Data Collection

Failure to collect this information would adversely impact effort to assure accountability of museums that participate in *Let's Move* Museums, *Let's Move* Gardens and would result in inability to share best practices and improve public health programming in the nation's museums.

A.7. Special Circumstances

None of the listed conditions apply.

A.8. Consultations Outside the Agency

N/A

A.9. Payments or Gifts to Respondents

No payments of gifts are provided to any respondents.

A.10. Assurance of Confidentiality

All IMLS data collections contain a notice furnished in compliance with the Privacy Act.

A.11. Justification for Sensitive Questions

No information on sexual behavior, religious beliefs, or other personal matters is solicited.

A. 12. Estimates of Hour Burden to Respondents

The number of respondents is 2,000

Estimated Annual Reporting Burden					
	No. of Respondents	Annual Frequency per Response	Hours per Response	Total Hours	Cost
Customer Satisfaction Surveys	2,000	1	0.17	340	\$6,069
TOTALS	2,000	2,000	0.17	340	6,069

Cost based on average of Museum Technician- \$17.85/hr

A.13. Estimate of Cost Burden to Respondents

There are no costs beyond those mentioned under A. 12.

A.14. Estimates of Costs to Federal Government

The total cost to the Federal government for administering the *Let's Move* Museums, *Let's Move* Gardens is estimated to be \$55, 120.
90,000 x 5 hours a week x 5 people = 55,120.00

A.15. Reason for Program Changes or Cost Adjustments

N/A

A.16. Project Schedule

The results will be published on the IMLS website.

A.17. Request to Not Display Expiration Date

IMLS will display the expiration date for OMB approval.

A.18. Exceptions to the Certification

N/A

B. This is not a collection of information employing statistical methods.