

SUPPORTING STATEMENT
EVALUATIONS OF COASTAL ZONE MANAGEMENT ACT PROGRAMS: STATE
COASTAL MANAGEMENT PROGRAMS AND NATIONAL ESTUARINE RESEARCH
RESERVES
OMB CONTROL NO. 0648-xxxx

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

NOTE: This information collection does not employ statistical methods. However, two of the four information requests that are a part of this total information request package are in the form of surveys, so according to the OMB guidance for completion of this section, the following responses pertain to those two surveys only. The responses below do not pertain to the information requests for state coastal management program and reserve managers.

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.

One of the information requests to a manager whose CZMA program is being evaluated is to provide names and contact information for 12-20 stakeholders and partners with whom the program coordinated or collaborated on projects and activities. The manager should include at least one contact from each of 12 categories, if applicable. The OCRM program specialist who works with the particular CZMA program will also provide names and contact information based on his/her knowledge of the program's partners and stakeholders during the evaluation period. Each year, the respondent universe for the partner/stakeholder surveys will include 455 partners and stakeholders for 13 CZMA programs evaluated annually (an average of 35 partners and stakeholders per program, assuming some overlap between the program manager's and OCRM specialist's submission of names). Because each of the partners and stakeholders chosen to respond to a survey coordinates or collaborates from a unique perspective with the program being evaluated, all will be asked to complete the survey, and OCRM will send reminder e-mails or phone calls to those not responding to achieve as close to a 100% response rate as possible.

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.

No statistical methodology has been applied to stratify either of the two surveys, there will be no sampling, and because the respondents are asked to provide opinions, the degree of accuracy is not relevant. Because each CZMA program will be evaluated approximately every five years, each partner/stakeholder survey will occur only once every five years for the partners and stakeholders of a single program.

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.

This information collection does not employ statistical methods. The survey has been designed to use the minimum number of questions necessary to solicit the respondent's opinions. Since each of the partners and stakeholders chosen to respond to the survey coordinates or collaborates from a unique perspective with the program being evaluated, there will likely be one or more questions in the survey that do not apply to a particular respondent or which the respondent will not feel qualified to express an opinion. For example, a representative of a non-profit organization may have collaborated with a coastal management program on a particular project but has no involvement in the coastal permitting process. Therefore, the representative need not respond to permit questions. The option not to respond to non-applicable questions is made clear.

The initial contact with the partner/stakeholder survey participants will consist of an e-mail inviting participation, explaining the purpose of the survey, and providing a link to the survey instrument and instructions. The survey participants will have a 45-day period during which to complete the Web-based survey using "Survey Monkey." Because of the unique perspective and collaboration of each partner/stakeholder, OCRM will send a reminder e-mail or phone call to those not responding after 15 days and again after 25 days to achieve as close to a 100% response rate as possible. If the evaluator believes that the opinions of a particular category of partners and stakeholders are essential (based upon other information being gathered during the evaluation), and the identified person or organization has not responded to the survey, the program manager or federal OCRM specialist will be asked to provide another contact name.

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 will be undertaken. Based upon input from the CZMA Evaluation Workgroup (discussed in Question 8 above) and the past experience of OCRM and other NOAA and federal program evaluators, the questions have been developed to obtain information needed for a program evaluation.

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.

No statistical methods were used in the design of this information collection. At the time of this PRA submission, the people who will conduct evaluations are Kenneth Walker, (301) 563-1157 and Carrie Hall, (301) 563-1135, who are in OCRM's National Policy and Evaluation Division. Each evaluator assigned to conduct a particular program evaluation will administer the survey and use the information as one source to inform those particular program evaluation findings.

Agency contact information:

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