

## MEMORANDUM

Date: March 29, 2016

To: Shelly Wilkie Martinez, Desk Officer  
Office of Management and Budget

From: John Gawalt, Director  
National Center for Science and Engineering Statistics

Via: Suzanne Plimpton, Clearance Officer  
National Science Foundation (NSF)

Subject: Notification of data collection under generic clearance

The purpose of this memorandum is to inform you of NSF's plan to conduct web usability tests under the generic clearance for survey improvement projects (OMB #3145-0174). This activity is associated with the NSF Nonprofit Research Activities (NPRA) Survey.

### **Background**

NSF has been working on a revised survey to measure R&D expenditures and funding within nonprofit organizations and is preparing to launch the pilot test of this survey later this year, once OMB approval is obtained for this new information collection. Our next step in preparing for the survey launch is to test the web functionality of the survey.

NSF plans to conduct up to 30 remote web usability tests to test the new survey's web functionality.

### **Data Collection Instrument**

The draft recruitment email, phone script, usability test protocol, and survey wire frames are provided in Appendix A.

### **Data Collection Procedures**

We will schedule a one-hour remote web test with each respondent selected. NSF will select a mix of large, medium, and small nonprofit organizations from all areas of the country to ensure representation from a variety of nonprofits.

### **Burden Information**

Interviews: We expect to conduct up to 30 interviews of 1 hour each with representatives from nonprofit organizations to test the web survey functionality and usability. Therefore, we estimate a total of 30 hours of respondent burden.

### **Incentive Payments**

There are no incentive payments.

### **Contact Information**

The contact person for questions regarding this data collection is:

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Attachments

cc: Rebecca Morrison