

B. Collections of Information Employing Statistical Methods

This section provides statistical information on the proposed collection of data from HUD's Healthy Homes Demonstration (HHD) grantees to support an evaluation of outcomes. The information is organized according to OMB guidance for Section B of the ICR.

1. Respondent Universe and Sampling Plan

Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection methods to be used. Data on the number of entities (e.g., establishments, State and local government units, households, or persons) in the universe covered by the collection and in the corresponding sample are to be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample. Indicate expected response rates for the collection as a whole. If the collection had been conducted previously, include the actual response rate achieved during the last collection.

The respondent universe is the 54 HUD's HHD grantees that received awards from fiscal years 2005 to 2009, including any 2004 grant not included in the earlier evaluation. The contractor will review available reports and manuscripts, and make recommendations to OHHLHC about which grantees should be selected to participate in responding to the online questionnaire. OHHLHC will then select approximately half of the HHD grantees (up to 30) to complete the online questionnaire. A response rate of at least 90% is anticipated for several reasons:

- As a condition of the receipt of financial assistance under the NOFA, all successful applicants were required to cooperate with HUD staff and contractors who are performing HUD-funded research and evaluation studies.
- Most, if not all, grantees plan to seek additional HUD grants in the future and, therefore, have an incentive to cooperate with HUD's information collection activities.
- The estimated burden on grantees is low – approximately 16 staff hours.

This information collection is not intended to be a critical evaluation of the Healthy Homes Demonstration Program under which the grants were funded. The program no longer exists and HUD has no intention of reinstating it. The primary intent of this information collection is to help ensure that effective and innovative practices and evaluation outcomes (including cost-benefit and cost-effectiveness assessments) are identified and captured so that they can be made publicly available. This program did not have a research focus, so grantees rarely published papers describing their programs and the results of any evaluations. The programs that are not included in the data collection will not be selected because of factors such as the following: there is no evidence that the grantee used innovative practices; the grantee demonstrates efficacy in meeting program objectives, but the information is not novel; or the program evaluation was so limited in scope or quality that there is no way to make a judgment regarding program impact.

2. Procedures for the Collection of Information

Describe the procedures for the collection of information including:

- * *Statistical methodology for stratification and sample selection,*
- * *Estimation procedure,*
- * *Degree of accuracy needed for the purpose described in the justification,*
- * *Unusual problems requiring specialized sampling procedures, and*
- * *Any use of periodic (less frequent than annual) data collection cycles to reduce burden.*

Statistical methodology for stratification and sample selection

OHHLHC will target those grantees that have carried out the greatest number of interventions, collected the most detailed evaluation data on cost, health and housing impacts, and can demonstrate significant capacity-building and sustainable approaches to guide policy development and guidance for future healthy homes efforts.

Estimation procedure

Statistical estimation procedures will not be employed. Simple counts and tabulations will be created for data such as the number of interventions, evaluation data on cost, health and housing impacts, and measures that demonstrate significant capacity-building and sustainable approaches to guide policy development and guidance for future healthy homes efforts.

Degree of accuracy needed for the purpose described in the justification

The purpose of the information collection is to first determine the level of detail of the information available on interventions and outcomes measures used to evaluate the effectiveness of the program activities. Based on the outcome of this initial review, HUD will make a determination on which grants to review and analyze further. Secondly, HUD plans to determine the feasibility and value of extracting the data available on interventions and outcome measures from deliverables (i.e., reports, manuscripts) and from grantee databases for OHHLHC-selected grants for possible additional analyses. The proposed data collection will provide sufficient information to meet HUD's qualitative analysis goal of the grant program.

Unusual problems requiring specialized sampling procedures

No specialized sampling procedures are proposed – all pre-selected grantees will be surveyed. **Any use of periodic (less frequent than annual) data collection cycles to reduce burden**

This is a one-time data collection.

3. Methods for Maximizing Response Rates and Dealing with Nonresponse

Describe methods to maximize response rates and to deal with issues of non-response. The accuracy and reliability of information collected must be shown to be adequate for intended uses. For collections based on sampling, a special justification must be provided for any collection that will not yield "reliable" data that can be generalized to the universe studied.

Methods to maximize response rates

As mentioned under B.1 above, respondents have an incentive to cooperate with this data collection because they are required to do so as a condition of their funding, and they are likely future applicants for additional HUD funding. HUD will also encourage response by sending a letter to the most appropriate recipient in the selected grantee organization (e.g., manager of the healthy homes program) that explains the purpose of the questionnaire and its importance to HUD. To make it as easy as possible for grantees to respond, the questionnaire will be provided to them in electronic form. The electronic questionnaire will guide respondents through the flow of data and will inform them if they omit a question or provide an unreasonable answer

or one incompatible with a previous response. Contractor and HUD staff will be available by email and telephone to answer any questions respondents may have. Respondents will be able to suspend answering the questionnaire (and return to it later) if they need to attend to other work or need to compile data to answer some questions. The contractor will follow up by email and telephone with any grantees who do not respond to the survey within a specified time.

Dealing with nonresponse

Grantees who do not respond to the questionnaire within a specified time period will be contacted by the contractor by telephone to encourage them to participate. Grantees that still refuse will be referred to HUD staff for further contact. Item nonresponse will be minimized by the use of an electronic questionnaire. The electronic questionnaire will not allow respondents to continue if they fail to answer an essential question, and will warn them if they fail to answer less important questions.

Adequacy of accuracy and reliability of information collected for intended purposes

As discussed under B.2 above, HUD intends to conduct only a qualitative assessment of the level of detail of the information available on interventions and outcomes measures used to evaluate the effectiveness of the program activities and the feasibility and value of extracting the data available on interventions and outcome measures from deliverables (i.e., reports, manuscripts) and from grantee databases. As such, accurate or precise estimates of feasibility are not needed. The data collection will provide reliable and accurate data to assess the level of detail of the information available on interventions and outcomes measures used to evaluate the effectiveness of the program activities.

4. Test of procedures

Describe any tests of procedures or methods to be undertaken. Testing is encouraged as an effective means of refining collections of information to minimize burden and improve utility. Tests must be approved if they call for answers to identical questions from 10 or more respondents. A proposed test or set of test may be submitted for approval separately or in combination with the main collection of information.

A pilot test of the online questionnaire was conducted to two experienced HHD grantees. Their responses and response times were evaluated and modifications to the online questionnaire were made to prevent errors or misunderstandings and account for the time needed to complete the online questionnaire.

5. Consultations and the Project Team

Provide the name and telephone number of individuals consulted on 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.

Individuals consulted on statistical aspects of the design

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Contractors responsible for collecting information for the Agency

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