B. STATISTICAL METHODS

1. The potential respondent universe is all OJJDP Technical Assistance Providers (including consultants) and TA participants for OJJDP technical assistance activities. This is an unknown universe, but the expected number of respondents based on previous years and expected activities for the coming year is 5,140. No sampling plans will be used. For eligible events, all participants will be asked to respond to the surveys. The estimated response rate for the previous calendar year (using the previously approved set of forms and different modes of collection) was about 40%.

2. No sophisticated statistical techniques (e.g., sampling plans, imputation or other missing data adjustments, statistical estimation techniques) will be used. Procedures of administration are described above for each separate instrument. Data to be provided will be sufficiently accurate for the purpose of continuous program improvement.

3. Attempts to increase response rates include providing surveys in online formats and/or hard copy format as best suited to the event, encouraging response at the time of the assistance provided, reducing the length and number of questions per survey, and tailoring each survey only to the event in which the participant attended using specific goals and objectives for each event.

4. We will be employing basic statistical methods in this information collection, including simple descriptive statistics (e.g., frequencies, mean) and aggregating simple descriptive statistics across multiple events. No inferential statistical tests will be conducted.

5. The organization responsible for collecting and analyzing the data is: ICF International, 9300 Lee Highway, Fairfax, VA, 22031. For questions related to statistical methods, please contact Christine Leicht, MA at ICF International through e-mail, **cleicht@icfi.com**, or phone (703) 225-2208