







National Survey of **Business** Competitiveness





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Contact: Tim Wojan twojan@ers.usda.gov 202-694-5419



Conducted by:

Social and Economic **Sciences Research Center** Washington State University

Contact: Yi Jen Wang sesrcweb7@wsu.edu





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	jo	ob title or ro	ole		
Approximately what year did this business at	this location	on begin op	perating?		
year					
What is the main product or service at this b	usiness loca	ation?			
Does this business have only one location or	more than	one locatio	on?		
O ₁ Only one location \rightarrow Skip to question 5 O ₂ More than one location					
4a. (If more than one location) Is this location	ition this b	usiness's he	adauartar		
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5a. How important is each of these factors for making this community an attractive place to work? *(Check the appropriate level of importance for each factor.)*

Factor	Not important	Somewhat important ▼	Very important ▼	Not applicable	Don't know ▼	
Opportunities for outdoor recreation	O 1	O ₂	Оз	O ₄	Ο ₅	
Scenic beauty (e.g., natural or architectural)	O_1	O ₂	Оз	O4	Ο5	
Climate	O 1	O ₂	Оз	O_4	Ο ₅	
Access to arts and entertainment	O_1	O ₂	Оз	O_4	Ο5	
Quality of local schools	O_1	O ₂	Оз	O_4	Ο5	
Access to health care	O 1	O ₂	O ₃	\bigcirc_4	Ο5	
In 2013, at this location, what was the average number of workers who were in each category? (Please include all workers in these two categories.)						
Worker category				Number of workers		

 Full-time and part-time employees on your payroll

 Independent contractors or temporary workers NOT ON YOUR PAYROLL

 Total

If 5 or more workers in total, continue with question 7. If less than 5 workers in total, skip to question 52 on page 16.

7. In the past 12 months, did this business...

6.

	Yes	No ▼
Offer a health insurance option for any workers	O_1	O ₂
Offer a retirement plan	O_1	O ₂
Pay for worker education, professional development, or training	O_1	O ₂
Offer paid maternity, paternity, or family leave	O_1	O ₂
Have an employee-ownership plan	O_1	O ₂
Offer paid time off for workers to volunteer	O_1	O ₂

8a. How many workers are managers at this location? (Managers are workers who direct or oversee operations.)

_____ number of managers

8b. How many workers are professionals? (Professionals are workers such as engineers or accountants.)

_____ number of professionals

9. In 2013, what is your best estimate of the average hourly wage for non-salaried workers at this location?

□ Check here if you do not have any non-salaried workers.

_____ average hourly wage

10. In 2013, at this location, what percent of workers were in the following occupational categories? (*Please include all workers in these categories. Total percent should equal 100%.*)

Occupational category	Percent of workers	OR	Number of workers	
Management and professional	%			
Services	%			
Sales and office support	%			
Natural resources, construction, and maintenance	%			
Production, transportation, and material moving	%			
	=100%			

10a. For each occupational category, what was the minimum educational level needed in 2013? (Check the appropriate level of education for each occupational category.)

Occupational category	Less than high school or no specific education	•	At least Assoc degree/ vocational certification ▼	At least four-year college degree	More than four-year college degree ▼
Management and professional	O1	O ₂	O ₃	O4	O5
Services	O1	O2	O ₃	O4	O5
Sales and office support	O1	O ₂	O ₃	O_4	O5
Natural resources, construction, a	nd				
maintenance	O1	O2	O ₃	O4	O5
Production, transportation, and material moving	O1	O ₂	O ₃	O4	O ₅

11. Is any part of the workforce unionized or covered by a collective bargaining agreement?

- O1 Yes
- O₂ No

12. In the past 3 years, how difficult has it been to find qualified applicants for your workforce, not including managers and professionals?

- O1 Very difficult
- O₂ Somewhat difficult
- O_3 Not difficult \rightarrow Skip to question 13 on the next page

12a. (If very or somewhat difficult) Why has it been difficult to find qualified applicants for your workforce?

	Yes	No
Quality of the labor pool	O 1	O ₂
Increases in required skills and knowledge	O 1	O ₂
Insufficient number of workers available locally	O 1	O ₂
Limited interest among job seekers for openings at this business	O 1	O ₂

13. Does this business have written position descriptions?

- O1 Yes
- O₂ No **→** Skip to question 14a
- **13a.** Are training requirements documented in those position descriptions?
 - O1 Yes
 - O₂ No → Skip to question 14a

13b. Does this business track whether workers complete or if they have already completed these training requirements?

- O1 Yes
- O₂ No

14a. Does this business currently use personal computers or laptops, not including smart phones?

- O1 Yes
- O₂ No **→** Skip to question 17 on the next page

14b. Are the following technologies currently used at this business?

	Yes	No
Broadband or high speed internet	O_1	O ₂
Sale of products or services over the Internet (e-commerce)	O_1	O ₂
Supplies purchased over the Internet (e-procurement)	O_1	O ₂
Web advertising	O_1	O ₂
Direct e-mail marketing	O_1	O ₂
Social media (e.g., LinkedIn or Facebook)	O_1	O ₂
Business issued smartphones to workers	O_1	O ₂
RFID readers, barcode, or optical scanners (e.g., Radio Frequency Identification)	O_1	O ₂
Computer software specifically designed for your business or industry	O_1	O ₂
An integrated enterprise resource planning system (e.g., SAP or Microsoft Dynamics, or Oracle Applications that include accounting, logistics,		
human resources, sales management, along with other functions)	O_1	O ₂
Stand-alone supply chain or logistics management software	O_1	O ₂
Stand-alone customer relationship management software	O_1	O ₂

15.	What percent of the sale of products or services comes over the Internet?							
	□ Check here if you do not sell any products or services over the Internet.							
	percent of sales over the	Internet						
16.	What percent of your workforce, not ind a daily basis?	cluding man	agers and profession	onals, us	es compu	ters on		
	percent of the workforce	e who uses c	omputers					
17.	Have the following factors limited this b technology?	usiness's us	e of information a	nd comn	nunication	S		
					Yes ▼	No ▼		
	The cost of equipment and software				O ₁	O ₂		
	The cost of information and communicat	ions service	S		O_1	O ₂		
	Lack of access to adequate broadband or	high speed	internet		O_1	O ₂		
	Lack of knowledge				O_1	O ₂		
	Difficulty integrating new technologies in	to the curre	ent way you do busi	ness	O 1	O ₂		
18.	Businesses obtain information about ne			of doing	things fro	m many		
	sources. Which sources have been most	t valuable fo		ot at all	Somewhat	Very		
	sources. Which sources have been most Sources of new information	t valuable fo	No	ot at all aluable	Somewhat valuable	Very valuable ▼		
		t valuable fo	No			· · ·		
	Sources of new information	t valuable fo	No	aluable ▼	valuable	valuable		
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20.	Approximately what percent of 2013 final shipments or billed servio (<i>Total should equal 100%</i> .)	ces went to customers
	□ Check here if you did not have any sales in 2013.	
	Locally, within a reasonable drive Beyond a reasonable drive in the United States Internationally	% % =100%
21.	Was this location in business in 2007?	
	O1 Yes	
	O_2 No \rightarrow Skip to question 22	
	 21a. What is your best guess of the percent of 2007 final shipmer to customers (Total should equal 100%.) □ Check here if you did not have any sales in 2007. 	nts or billed services that went
	Locally, within a reasonable drive	%
	Beyond a reasonable drive in the United States Internationally	% %
	internationally	=100%
22.	In 2013, what percent of goods and services sold by this business w equal 100%.)	ere sold to (Total should
	□ Check here if you did not have any sales in 2013.	
	Other businesses	%
	Government	%
	Individuals	% =100%
		-100/0

- **23.** Is the current market for your products or services...
 - O_1 Growing
 - O₂ Stable
 - $O_{\tt 3} \quad \text{Declining} \quad$
 - O₄ Mixed (e.g., some are declining, others growing)
 - O_5 Uncertain

24. Does this business require workers to document good work practices and lessons learned?

- O_1 Yes
- O₂ No

25. How often does this business monitor customer satisfaction through analysis of complaints, customer satisfaction surveys, focus groups, or other methods?

- O1 Never
- O₂ Occasionally
- O₃ Regularly

26. How often are processes changed to fix problems identified through customer complaints?

- O1 Never
- O₂ Occasionally
- O₃ Regularly
- **27.** In the past 3 years, did this business...

	Yes ▼	No ▼	Not applicable
Produce any new or significantly improved goods	O1	O ₂	Оз
Provide any new or significantly improved services	O1	O ₂	Оз
Introduce new or significantly improved methods of manufacturing or producing goods or services	O 1	O ₂	Оз
Introduce new or significantly improved logistics, delivery, or distribution methods for your inputs, goods, or services	O 1	O ₂	Оз
Introduce new or significantly improved support activities for your processes	O_1	O ₂	Оз
Introduce new or significant improvements in your marketing methods	O_1	O ₂	Оз

28. In the past 3 years, did this business have any improvement or innovation activities that were...

	Yes	No ▼
Abandoned	O1	O ₂
Incomplete	O 1	O ₂

- 29. Did you check "Yes" to any answers in question 27 or question 28?
 - O1 Yes -> Skip to question 30 on the next page
 - **-**O₂ No

→ 29a. Please tell us why improvement or innovation activities have not been necessary or possible.

If you answered 'yes' to question 29, continue to question 30 on the next page. If you answered 'no' to question 29 and answered 29a, skip to question 35 on page 11. **30.** In 2013, did this business sell any new or significantly improved goods or services with the following improvements?

	Yes ▼	No ▼
Improved performance	O 1	O ₂
More user-friendly	O_1	O ₂
Reduced costs	O 1	O ₂
New features	O 1	O ₂
New service capabilities	O 1	O ₂

- **31.** In the past 3 years, did this business start selling any new or significantly improved goods or services before your competitors in at least one of your markets? (Include a product even if it was available in another market.)
 - O1 Yes
 - O₂ No
 - O₃ Uncertain
- **32.** In 2013, what percent of this business's sales came from new or significantly improved goods or services? [*If none, enter 0 (zero).*]

_____ percent of sales

33. In the past 3 years, did this business engage in any of the following innovation-related activities?

	Yes	No ▼
In-house research and development (R&D) to increase knowledge	1 •	• 1
or devise innovations	O_1	O ₂
Purchase research and development (R&D) from research organizations		
or other branches of this business	O_1	O ₂
Conduct in-house design activities to improve aesthetics		
of product or packaging	O_1	O ₂
Purchase design services	O_1	O ₂
Purchase machinery, equipment, computers, or software		
to implement innovations	O_1	O ₂
Purchase or license patents or inventions to implement innovations	O_1	O ₂
Purchase knowledge or expertise to implement innovations	O_1	O ₂
Plan, engineer, design, or conduct other development work		
to implement innovations	O_1	O ₂
Train staff to develop or introduce innovations	O_1	O ₂
Market research, advertising, or other marketing activities linked		
to implementing innovations	O_1	O ₂

34. In the current environment, if excess cash were available, how likely is it that these funds would be used to...

	Not at all likely	Probably	Most definitely
Provide additional training of workers	O 1	O ₂	O ₃
Repay debt	O_1	O ₂	O ₃
Provide a reserve or cushion	O 1	O ₂	O ₃
Fund additional innovation projects	O 1	O ₂	O ₃
Fund additional investment projects,			
such as replacing old equipment or for expansion	O_1	O ₂	Оз

35. Does this business produce products or provide services in any of the five green sectors?

	Yes ▼	No ▼
Produce renewable energy	O 1	O ₂
Increase energy efficiency	O 1	O ₂
Conserve natural resources	O 1	O ₂
Prevent, reduce, or clean up pollution	O_1	O ₂
Produce clean transportation fuels	O_1	O ₂

36. In the past 3 years, did this business participate in any patent applications?

- O1 Yes
- O₂ No **→** Skip to question 37
- O₃ Don't know → Skip to question 37

36a. In the past 3 years, how many patent applications did this business participate in?

_____ number of patent applications

36b. In the past 3 years, how many patents were awarded?

_____ number of patents awarded

37. In the past 3 years, did this business...

	Yes	No ▼
Register an industrial design	O 1	O ₂
Register a trademark	O 1	O ₂
Produce materials eligible for copyright	O 1	O ₂
Use trade secret protections (e.g., non-disclosure agreements, non-compete clauses, or sought remedies for misappropriation)	O 1	O ₂

38. During the economic recession period (2008-2009), to what extent did this business commit resources to innovate?

- O1 Increased resources for innovation activities
- O₂ There was no change in innovation resources
- O₃ Delayed or decreased resources for innovation
- O₄ Not applicable, e.g., not in business at that time

39. Compared to 2013, in this current year (2014) would you say resources for innovation at this business have been...

- O1 Increased
- O₂ Kept the same
- O₃ Decreased

40. In the past 3 years, has this business...

	Yes	No
Increased the variety of goods or services offered	O_1	O ₂
Increased market share or entered new markets	O_1	O ₂
Begun exporting goods or services	O_1	O ₂
Reduced time to respond to customer needs	O_1	O ₂
Improved flexibility of production or service provision	O_1	O ₂
Increased capacity of production or service provision	O_1	O ₂
Reduced labor costs per unit output	O_1	O ₂
Reduced materials and energy required per unit output	O_1	O ₂
Improved worker satisfaction or reduced worker turnover	O_1	O ₂

41. The following is a list of factors related to this business's location. For each one, please tell us how much of a problem it is for this business's ability to compete.

Factor	Not a problem	A minor problem	A major problem
Zoning or development regulations	O 1	O ₂	О3
Vitality of the local economy	O 1	O ₂	O ₃
Access to financial, legal, and other business services	O 1	O ₂	Оз
Access to equipment and software suppliers	O 1	O ₂	Оз
Access to training courses	O 1	O ₂	Оз
Access to transportation or freight forwarding			
facilities and services	O 1	O ₂	O 3
Availability of broadband or high speed internet	O 1	O ₂	Оз
Local availability of mobile or cellular service	O_1	O ₂	O 3
Local roads and bridges	O 1	O ₂	Оз
Cost of facilities and land	O 1	O ₂	O ₃
Attractiveness of the area to managers and professionals	O 1	O ₂	Оз
Quality of primary and secondary schools	O 1	O ₂	Оз
Environmental regulations	O 1	O ₂	Оз
State and local tax rates	O 1	O ₂	О3

42. How involved in promoting business are the following institutions in your community?

Local government development effort	Not at all active or Not present	Somewhat active	Very active ▼	Don't know ▼
1. Village, town, or city	O 1	O ₂	Оз	O_4
2. County	O 1	O ₂	О3	O_4
3. Regional or multi-county	O_1	O ₂	О3	O_4
Business association (e.g., Chamber of Commerce)	O_1	O ₂	О3	O_4
College, university, or extension support for local				
business	O 1	O ₂	О3	\bigcirc_4
Community foundations or nonprofit organizations	O 1	O ₂	O3	O_4
Local investors	O_1	O ₂	О3	O_4
Banks	O 1	O ₂	Оз	O_4

42a. How much civic leadership does THIS business provide in your community?

- O1 None
- O₂ Some
- O₃ A lot

43. Do you have a good understanding of the decisions that led to the founding of this business?

- O1 Yes
- O₂ No → Skip to question 44 on the next page

43a. (If Yes) Was this business originally founded around a new or customized product or service that was created by one of the founders of this business?

- O1 Yes
- O_2 No \rightarrow Skip to question 44 on the next page
- O₃ Don't know → Skip to question 44 on the next page

43b. (If Yes) Thinking about this new or customized product or service, why was it originally developed?

- $O_{\mbox{\scriptsize 1}}$ $\,$ One of the founders created it for personal use
- $O_{\scriptscriptstyle 2}$ $\,$ One of the founders created it for use at a previous job or business
- O₃ One of the founders identified a business opportunity

44. The final section of the survey is to assess which types of government or government-sponsored programs are the most helpful to businesses. If used, please rate how important each program has been for this business in the past 3 years.

	Use	If Used, how important sed? was this program?			
Program	Yes	No ▼	Not important	Somewhat important	Very important
Direct loans from a government agency (e.g., USDA B&I Direct Loan)	O_1	O ₂	O_1	O ₂	О3
Government insurance or guarantee for loans (e.g., SBA 7(a) Loan Program)	O_1	O ₂	O_1	O ₂	O ₃
Revolving loan funds run by a nonprofit or government organization	O_1	O ₂	O_1	O ₂	O ₃
Tax incentives by state or local government, including enterprise zones, urban revitalizatio	-	0	0	0	0
areas, Tax Increment Financing districts Government-assisted industrial parks or business incubators	O ₁	O ₂	O ₁	O ₂	O ₃
Government-funded technology assistance programs	O ₁	O ₂	O1	O ₂	O3
Government-assisted worker-training programs National Innovation Marketplace	O ₁ O ₁	O ₂ O ₂	O ₁ O ₁	O ₂ O ₂	O ₃ O ₃

45. Did this business try to borrow money for any purpose in the past 3 years?

O1 Yes

 O_2 No \rightarrow Skip to question 47 on the next page

- O_3 Don't know \rightarrow Skip to question 47 on the next page
- **45a.** Please indicate the sources you tried to borrow from in the past 3 years. If you did try to borrow money from a source, how much of the funding did you receive?

	Tried to If Yes,				
bo	borrow money? amount r			nount receiv	ved?
	Yes	No	All	Some	None
	▼			\bullet	
Commercial bank	O_1	O ₂	O 1	O ₂	O 3
Savings & Loan or credit union	O_1	O ₂	O_1	O ₂	O 3
Finance or leasing company	O_1	O ₂	O 1	O ₂	Оз
Insurance or mortgage company	O_1	O ₂	O 1	O ₂	Оз
Family or friends	O_1	O ₂	O 1	O ₂	Оз
Federal, state, or local government	O_1	O ₂	O_1	O ₂	Оз
Credit or advance from a customer	O_1	O ₂	O 1	O ₂	Оз
Angel capital funding	O_1	O ₂	O_1	O ₂	O3
Venture capital funding	O_1	O ₂	O 1	O ₂	Оз
Personal sources of funds (other than credit cards) O ₁	O ₂	O_1	O ₂	O3
Personal home equity loan	O ₁	O ₂	O 1	O ₂	Оз
Other personal loan	O_1	O ₂	O 1	O ₂	Оз
Personal credit card	O_1	O ₂			

46. How were the funds that this business borrowed or wanted to borrow to be used?

	Yes	No ▼
Cash flow or operating costs	O_1	O ₂
Real estate or structures	O_1	O ₂
Replacement of old industrial plant location, equipment, or vehicles	O_1	O ₂
Investment in additional plant, equipment, or vehicles	O_1	O ₂
Repayment of debt	O_1	O ₂
Reserve or cushion	O_1	O ₂
Inventory	O_1	O ₂
Fund innovation projects	O_1	O ₂
Investment in intangible assets, such as branding, training, or design	O 1	O ₂

47. In the past 3 years, were business profits (retained earnings) used to finance this business?

- O1 Yes
- O₂ No → Skip to question 48

47a. Compared with borrowed funds, how important were business profits for funding investment?

- $O_1 \quad \text{More important} \quad$
- O₂ Less important
- O₃ Equally important
- O₄ Not applicable
- O₅ Don't know

48. Which of the following best describes your current position?

- O1 Mid level manager
- O₂ Senior manager
- O₃ Executive or owner
- O₄ Other, please describe: _____

49. Which statement best describes your familiarity with how innovation is carried out in this business?

- $O_1 \quad \text{Not familiar}$
- O₂ Slightly familiar
- O₃ Moderately familiar
- O₄ Strongly familiar
- O₅ Completely familiar

50.	What is your gender?
	O ₁ Male O ₂ Female
51.	How long have you worked at this business?
	number of years worked
52.	Could we contact you again in the future if we have questions or need additional information about your answers?
	 O Yes, by email → Email address O Yes, by phone → Phone number O Yes, by mail → Mailing address O No

53. If you have any additional comments about this survey or innovation in general, please write them in the box below.

Thank you!! Please return your completed questionnaire in the envelope provided or to:

> National Survey of Business Competitiveness Social & Economic Sciences Research Center Washington State University PO Box 641801 Pullman, WA 99164-1801