**MEMORANDUM OMB # 1850-0803 v. 155**

DATE: April 15, 2016

TO: Robert Sivinski, Office of Information and Regulatory Affairs, Office of Management and Budget

FROM: Patricia Etienne, National Center for Education Statistics

THROUGH: Kashka Kubzdela, National Center for Education Statistics

SUBJECT: National Assessment of Educational Progress (NAEP) Pretesting of Survey and Cognitive Items for Pilot in 2017 and 2018 Update [Revision to a previously approved package (1850-0803 v.146)]

This request is to increase burden for the NAEP pretesting of cognitive items for pilot in 2018 (originally approved in October 2015, OMB #01850-0803 v. 146). Since the original submission, the scope of the grade 12 pretesting activities has increased. The original ICR package submission included pretesting activities for cognitive discrete items and has now been updated to also include pretesting activities for scenario-based tasks (SBTs) at grade 12. Specifically, we request to increase the burden to allow 50, 14, and 100 grade 12 students to participate in playtesting, cognitive interviews, and tryouts (respectively) of the SBTs. In association with this increase in burden, we request to adjust the timeframe and budget of the pretesting. Other than these specific changes, the objectives and scope of these pretesting activities remain the same as requested in the original submission.

The tables below (numbered as in Volume I) detail the requested changes to the estimated respondent burden (Tables 4-7), cost to federal government (Table 8), and the study schedule (Table 9). Cells highlighted in yellow pinpoint changes.

Table 4. Hourly Burden for Reading and Mathematics Cognitive Items Playtesting

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Original Estimates** | | | **Revised Estimates** | | |
| **Respondent** | **Hours per respondent** | **Number of respondents** | **Total hours** | **Hours per respondent** | **Number of respondents** | **Total hours** |
| Student Recruitment via Teachers and Staff | | | | | | |
| Initial contact with staff: e-mail, flyer distribution, and planning | 0.33 | 8 | 3 | 0.33 | 15 | 5 |
| **Sub-Total** |  | **8** | **3** |  | **15** | **5** |
| Parent or Legal Guardian, and Student (18 or older) | | | | | | |
| Flyer and consent form review | 0.08 | 160 | 13 | 0.08 | 294 | 24 |
| Consent form completion and return | 0.13 | 80\* | 11 | 0.13 | 147\* | 20 |
| Confirmation to parent via email or letter | 0.05 | 60\* | 3 | 0.05 | 110\* | 6 |
| **Sub-Total** |  | **160** | **27** |  | **294** | **50** |
| Participation (Playtesting) | | | | | | |  |  |  |  | **309** | **55** |
| Grade 4 | 1 | 20 | 20 | 1 | 20 | 20 |
| Grade 8 | 1.5 | 20 | 30 | 1.5 | 20 | 30 |
| Grade 12 | 1.5 | 20 | 30 | 1.5 | 70 | 105 |
| **Sub-Total** |  | **60** | **80** |  | **110** | **155** |
| **Total Burden** |  | **228** | **110** |  | **419** | **210** |

Note: All totals have been rounded. In addition, some totals may differ slightly from sum of subtotals, due to rounding.

\* Subset of initial contact group (total number of responses = 368 [original]; 676 [revised])

Table 5. Hourly Burden for Reading and Mathematics Cognitive Items Cognitive Interviews

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Original Estimates** | | | **Revised Estimates** | | |
| **Respondent** | **Hours per respondent** | **Number of respondents** | **Total hours** | **Hours per respondent** | **Number of respondents** | **Total hours** |
| Student Recruitment via Teachers and Staff | | | | | | |
| Initial contact with staff: e-mail or phone, flyer distribution, and planning | 0.33 | 12 | 4 | 0.33 | 14 | 5 |
| **Sub-Total** |  | **12** | **4** |  | **14** | **5** |
| Parent or Legal Guardian, and Student (18 or older) | | | | | | |
| Initial flyer review or phone screener | 0.08 | 224 | 18 | 0.08 | 262 | 21 |
| Consent form completion and return | 0.13 | 112\* | 15 | 0.13 | 131\* | 18 |
| Confirmation to via email, letter, or phone | 0.05 | 84\* | 4 | 0.05 | 98\* | 5 |
| **Sub-Total** |  | **224** | **37** |  | **262** | **44** |
| Participation (Cognitive Interviews) | | | | | | |
| Grade 4 | 1 | 28 | 28 | 1 | 28 | 28 |
| Grade 8 | 1.5 | 28 | 42 | 1.5 | 28 | 42 |
| Grade 12 | 1.5 | 28 | 42 | 1.5 | 42 | 63 |
| **Sub-Total** |  | **84** | **112** |  | **98** | **133** |
| **Total Burden** |  | **320** | **153** |  | **374** | **182** |

Note: All totals have been rounded. In addition, some totals may differ slightly from sum of subtotals, due to rounding.

\* Subset of initial contact group (total number of responses = 516 [original]; 603 [revised])

Table 6. Hourly Burden for Reading and Mathematics Cognitive Items Tryouts

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Original Estimates** | | | **Revised Estimates** | | |
| **Respondent** | **Hours per respondent** | **Number of respondents** | **Total hours** | **Hours per respondent** | **Number of respondents** | **Total hours** |
| Student Recruitment via Teachers and Staff | | | | | | |
| Initial contact with staff: e-mail or phone, flyer distribution, and planning | 0.33 | 40 | 13 | 0.33 | 54 | 18 |
| **Sub-Total** |  | **40** | **13** |  | **54** | **18** |
| Parent or Legal Guardian, and Student (18 or older) | | | | | | |
| Initial flyer review or phone screener | 0.08 | 800 | 64 | 0.08 | 1,068 | 86 |
| Consent form completion and return | 0.13 | 400\* | 52 | 0.13 | 534\* | 70 |
| Confirmation to via email, letter, or phone | 0.05 | 300\* | 15 | 0.05 | 400\* | 20 |
| **Sub-Total** |  | **800** | **131** |  | **1,068** | **176** |
| **Recruitment Totals** |  | **840** | **145** |  | **1,122** | **194** |
| Participation (Tryouts) | | | | | | |
| Grade 4 | 1 | 100 | 100 | 1 | 100 | 100 |
| Grade 8 | 1 | 100 | 100 | 1 | 100 | 100 |
| Grade 12 | 1 | 100 | 100 | 1 | 200 | 200 |
| **Interview Totals** |  | **300** | **300** |  | **400** | **400** |
| **Total Burden** |  | **1,140** | **444** |  | **1,522** | **594** |

Note: All totals have been rounded. In addition, some totals may differ slightly from sum of subtotals, due to rounding.

\* Subset of initial contact group (total number of responses = 1,840 [original]; 2,456 [revised])

Table 7. Combined Burden for Pretesting Activities

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Original Estimates** | | | **Revised Estimates** | | |
|  | **Number of respondents** | **Number of responses** | **Burden Hours** | **Number of respondents** | **Number of responses** | **Burden Hours** |
| Survey Questions | | | | | | |
| Total Cognitive Interview Burden | 244 | 470 | 119 | 244 | 470 | 119 |
| Cognitive Items | | | | | | |
| Total Playtesting Burden | 228 | 368 | 110 | 419 | 676 | 210 |
| Total Cognitive Interview Burden | 320 | 516 | 153 | 374 | 603 | 182 |
| Total Tryout Burden | 1,140 | 1,840 | 444 | 1,522 | 2,456 | 594 |
| **Overall Totals** | **1,932** | **3,194** | **826** | **2,559** | **4,205** | **1,105** |

Table 8. Estimate of Costs

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** | **Provider** | **Original Estimated Cost** | **Revised Estimated Cost** |
| Design, preparation, analysis, and reporting for survey questionnaire cognitive interviews  Preparation and conduct for survey questionnaire cognitive interviews (including recruitment, incentive costs, data collection and documentation) | ETS  EurekaFacts | $ 20,000  $ 168,000 | $ 20,000  $ 168,000 |
| Design, prepare for, and conduct cognitive item playtesting sessions (including recruitment, incentive costs, data collection, and summary of findings) | ETS | $ 504,114 | $ 674,411 |
| Design, prepare for, and conduct cognitive item cognitive interviews (including recruitment, incentive costs, data collection, analysis, and reporting)  Prepare for, and conduct cognitive item cognitive interviews (including recruitment, incentive costs, data collection, analysis, and reporting). | ETS  EurekaFacts | $ 380,320  $ 390,701 | $ 469,677  $ 485,687 |
| Design, prepare for, and conduct scoring and analysis of cognitive item tryouts.  Prepare for and conduct cognitive item tryouts (including recruitment, incentive costs, data collection, reporting). | ETS  EurekaFacts | $ 404,593  $ 392,587 | $ 508,959  $ 520,109 |
| **Total** |  | **$ 2,260,315** | **$ 2,846,843** |

Table 9. High-Level Schedule of Milestones

|  |  |  |
| --- | --- | --- |
| **Activity** | **Original Dates** | **Revised Dates** |
| Cognitive interviews for survey questions | November 2015 – February 2016 | November 2015 – February 2016 |
| Pretesting for mathematics and reading cognitive items at grades 4 and 8 | November 2015 – February 2016 | November 2015 – July 2016 |
| Pretesting for mathematics and reading cognitive items at grade 12 | October 2016 – February 2017 | April 2016 – April 2017 |