

SUPPORTING STATEMENT
Generic Clearance for Questionnaire Testing and Research
EIA-882T
OMB No. 1905-0186

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

1. Universe and Respondent Selection

The information gathered will be used primarily for questionnaire development and to improve data collection processes rather than to produce estimates about the population. For the most part, the small-scale testing activities undertaken as part of this clearance will involve purposive samples with respondents selected either to cover a broad range of subgroups or to include specific characteristics related to the topic of the survey. A description of the plans for selecting respondents for each individual test will be provided to OMB at the time the testing clearance is submitted.

2. Procedures for Collecting Information

Data collection procedures for the testing conducted under this clearance will be varied and will most likely include personal visits, telephone contact, and Web-based surveys. Staff members will conduct these activities or closely monitor contractor efforts covered by the clearance. More specific information about the data collection process will be contained in the description provided to OMB at the time the testing clearance is submitted. Specific estimation procedures, when used, will also be described when EIA notifies OMB as to actual studies conducted under this clearance.

3. Methods to Maximize Response Rates

In general, telephone callbacks will be used to maximize response rates in personal visit or telephone interviews. Reminder telephone calls and emails to respondents will also be used to encourage the respondents to keep their appointments. Email follow-up to survey non-responses may also be used to improve survey response rates.

4. Tests or Procedures

This submission covers tests of data collection instruments and survey procedures. EIA expects that all tests conducted under this clearance will result improved data quality, reduced or minimized respondent burden, increased agency efficiency, and improved responsiveness to the public.

5. Name and Telephone Number of Individual

Staff from EIA's program offices will have primary responsibility for information gathering efforts; they will be assisted by staff from the Office of Survey Development and Statistical Integration (SDSI). Questions concerning the overall effort should be directed to Mr. Richard Reeves (SDSI) at 202-586-5856.