

**Supporting Statement B for
Paperwork Reduction Act Submission**

ALASKA GUIDE SERVICE EVALUATION

OMB Control Number 1018-0141

- 1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection method 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.**

The potential respondent universe consists of all clients who undertake recreational activities on national wildlife refuges in Alaska in a given year through the service of a permitted guide. We estimate that this universe could contain as many as 660 persons per year. However, each year, we will identify the universe of potential respondents through reports submitted by the guides, as required by the State guide licensing authority. In 2011, we mailed 210 surveys to guide clients and received 142 responses (67 percent response rate). We will contact all potential respondents and request that they complete the survey. We expect to see an approximately 65-percent response rate given the considerable time and money potential respondents invest in their Alaska guided experience. Based on our experience, we do not believe that follow-up efforts will be necessary as a standard practice.

- 2. 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.**

At the conclusion of each guiding season, after guides submit the required reports listing clients served, the refuge manager mails a copy of the Alaska Guide Service Evaluation form to each client. This is intended to be a census. Survey results are only used to identify potential guide-specific problems of potential influence on future permitting. No data summaries have been conducted to date, but any undertaken would be conducted on a guide-by-guide basis (each guide forms a subpopulation of interest in the universe).

- 3. 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.**

The evaluation consists of 10 questions requiring yes/no response or brief descriptive statements. Based on discussions with past respondents, our estimate of completion time (approximately 15 minutes) appears to be accurate. Respondents are provided a self-addressed envelope to encourage completing and returning the evaluation. The form is also available on the Internet in a fillable format. We have found that response rates have been acceptable for our purposes, and we do not plan to send follow-up letters to nonrespondents.

- 4. 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 tests may be submitted for approval separately or in combination with the main collection of information.**

We did not conduct testing of procedures or methods.

- 5. 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.**

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The information is being collected by the managers of the 14 national wildlife refuge field headquarters in Alaska.