**June 2015**

**Justification for Non-substantial Change Request**

**Interagency Generic FLMA Collaborative Visitor Feedback**

**Surveys on Recreation and Transportation**

**0596-0236**

This change is for minor housekeeping changes to the Compendium of Questions. Changes are listed in the Summary of Changes table and consist of, but not limited to, correcting the order and placement of ethnicity and race questions; deletion of redundant questions and those that do not comply with OMB guidelines and to fully label all scale points.

For consistency, Forest Service is also adding a Justification template/form that all FLMA agencies will use when submitting a survey. This FLMA justification template/form is heavily based on the approved justification template/form that the U.S. Department of the Interior uses when it submits a survey to OMB under generic control number 1040-0001, entitled “DOI Programmatic Clearance for Customer Satisfaction Surveys.”

See summary of changes below.

# Summary of Changes to Compendium of Questions (OMB Control Number 0596-0236)

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| **#** | **Question Identifier** | **Change/Rationale** |
| 1 | RACE & ETHNIC Series of Questions | Place the Ethnicity series of questions BEFORE the race series of questions. Since OMB guidelines indicate that ethnicity is asked before race in the two question format, we thought the Ethnicity questions should precede the Race questions in the Compendium. |
| 2 | RACE2 | Move the response category, “White” to the last category; OMB guidelines indicate that response categories for Race questions should be presented in alphabetical order.  Delete “Other”; OMB guidelines do not include an “Other” response. |
| 3 | RACE3 | Replace the response category “Other” with “White.” OMB guidelines do not include an “Other” response, and “White” was missing from the response categories. |
| 4 | RACE4 | Delete; this question does not comply with OMB guidelines. |
| 5 | RACE5 | Delete; this question does not comply with OMB guidelines. |
| 6 | EDU2 | Delete; this question is redundant. |
| 7 | EDU3 | Delete; this question is redundant. Renumber remaining questions. |
| 8 | INC3 | Delete; this question is redundant. Renumber remaining questions. |
| 9 | VHIS16 | Delete the word “were” (grammatical error) |
| 10 | TPURP6 | Turn the 9 point scale to a 5 point scale and label all points of the scale. The OMB guideline is that all points of a scale should be labeled. |
| 11 | TRANUSE 18 | Delete the response column for the rating, “6”. There is no rating of “6” in the response scale. |
| 12 | TRANUSE30 | The last response category is not mutually exclusive. Change to: “More than 15 miles”. |
| 13 | EVAL2 | Delete; this question is redundant. Renumber remaining questions. |
| 14 | EVAL11 | Delete the response column for the rating, “6”. There is no rating of “6” in the response scale. |
| 15 | EVAL 14 | Both ends of the scale are labeled “Very Satisfied” and “Somewhat Satisfied” -- need to change scale ratings so “Very Dissatisfied” and “Somewhat Dissatisfied” are also measured. |
| 16 | EVAL28 | Need to fully label all scale points. |
| 17 | EVAL32 | Need to fully label all scale points. |
| 18 | EVALSHUTTLE16 | Delete the word “do” in the question. |
| 19 | SHPREF32 | Need to fully label all scale points. |
| 20 | SHPREF37 | Need to fully label all scale points. |
| 21 | OPIN14 | Need to fully label all scale points. |
| 22 | OPIN17 | Need to fully label all scale points. |
| 23 | OPIN22 | Need to fully label all scale points. |
| 24 | OPIN24 | Need to fully label all scale points. |
| 25 | OPIN27 | Need to fully label all scale points. |
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