



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economics and Statistics Administration**  
**U.S. Census Bureau**

Washington, DC 20233-0001

Dear Survey Coordinator,

A message from the Director, U.S. Census Bureau...

In an effort to conserve resources, the initial mailing for the 2014 **Business R&D and Innovation Survey** does not contain a survey booklet. All of the electronic tools necessary to complete your company's report are available at the Census Bureau's Business Help Site: [econhelp.census.gov/brdis](http://econhelp.census.gov/brdis).

This national survey collects information from businesses operating in the U.S. and is the single most important source of up-to-date information on business research and development in the United States. Accurate information about R&D and innovation will help leaders in the public and private sectors make better decisions to strengthen American competitiveness.

As the survey coordinator, we ask that you gather information from the appropriate people within your company and file your responses using our Business Help Site. Each section of the form contains an instruction '**Who should answer this section**' that provides information on the data requested.

This survey is **mandatory and confidential**. Title 13 of the U.S. Code both authorizes the collection of information in this survey and makes your response mandatory. Title 13 also protects the confidentiality for all of your company's information. Only persons sworn to protect Title 13 information may see your responses.

You can **file your survey online** through the Business Help Site. Your User ID and Password are:

User ID:

Password:

**Electronic versions** of the survey form (Excel and PDF) can be downloaded and distributed to others in your company to facilitate the preparation of your company's response. These files are available from the Business Help Site. See the enclosed instruction sheet for more specific instructions on how to upload data from the electronic versions of the questionnaire.

Your survey information will be aggregated to produce summary statistics for reports produced by the National Science Foundation (NSF). You can learn more about the ways the data collected by this survey are used at <http://www.nsf.gov/statistics/srvyindustry/about/brdis/how.cfm>.

Your company's response is **due 60 days from receipt**. If you need assistance or would like to request that a paper booklet be mailed to your company, please call our survey analysts at 1-800-772-7851, option '5', between 8:00 am and 5:00 pm Eastern time, Monday through Friday.

Thank you in advance for your timely response. Your company's response provides critical information on investments in our nation's future.

Sincerely,

John R. Gawalt  
Director  
National Center for Science and Engineering Statistics  
National Science Foundation

Kimberly P. Moore  
Chief  
Economic Reimbursable Surveys Division  
U.S. Census Bureau

Enclosures

**The Business R&D and Innovation Survey is conducted under a joint partnership agreement  
between the National Science Foundation and the U.S. Census Bureau.**