

Supporting Statement B for

Generic Clearance to Conduct Formative Research (NIAID)

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B. Collection of Information Employing Statistical Methods

Data collection methods and procedures will vary; however, the primary purpose of these collections will be for internal management purposes; there are no plans to publish or otherwise release this information.

B.1 Respondent Universe and Sampling Methods

The activities under this clearance may involve samples of self-selected customers, as well as convenience samples, and quota samples, with respondents selected either to cover a broad range or to include specific characteristics related to certain products or services. Results will not be used to make statements representative of the universe of study, to produce statistical descriptions (careful, repeatable measurements), or to generalize the data beyond the scope of the sample. The specific sample planned for each individual collection and the method for soliciting participation will be described fully in each collection request.

The samples associated with this collection are not subjected to the same scrutiny as scientifically drawn samples where estimates are published or otherwise released to the public.

B.2 Procedures for the Collection of Information

Data collection methods and procedures will vary and the specifics of these will be provided with each collection request. NIAID expects to use a variety of methodologies for these collections. For example, the Agency or its contractors may use commercial survey-specific software to automate its collection and analysis of feedback. In addition to physical copies, information collection instruments may be electronically disseminated, presented in-person, and/or posted on target pages of the Agency's web

site. Telephone scripts, personal interviews, and focus groups with professional guidance and moderation may also be used.

B.3 Methods to Maximize Response Rates and Deal with Nonresponse

Information collected under this generic clearance may not yield generalizable quantitative findings; however, it can provide useful data.

B.4 Test of Procedures or Methods to be Undertaken

Pretesting may be done with internal staff, a limited number of external colleagues, and/or customers who are familiar with the programs and products. If the number of pretest respondents exceeds nine members of the public, NIAID will submit the pretest instruments for review under this generic clearance.

B.5 Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

When appropriate, information from statisticians on development, design, conduct, and analysis will be sought. This statistical expertise will be available from agency statisticians or from contractors and NIAID will include the names and contact information of persons consulted in the specific information collection requests submitted under this generic clearance.