

SUPPLEMENTAL QUESTIONS PART A
U.S. Department of Commerce
National Oceanic & Atmospheric Administration
DOC/NOAA Customer Surveys
Impact Decision Support Services
OMB Control No. 0648-0342

COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

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 governmental units, households, or persons) in the universe and the corresponding sample are to be provided in tabular form. The tabulation must also include expected response rates for the collection as a whole. If the collection has been conducted before, provide the actual response rate achieved.

Purposive sampling method will be used, as this will be a close-ended survey to target only core partners who receive Impact Decision Support Services (IDSS). Thus, the people most likely to take the survey are recipients of NWS IDSS.

The estimated potential respondent universe is 12,220 core partners. Annually, we estimate a 30% response rate or 3,660 total responses for three years from core partners.

The team will utilize the same questions and will assess IDSS services received after multiple hazards throughout the year (Winter Weather, Flooding, Extreme Heat, and Severe Thunderstorms).

The estimated time necessary for each respondent to complete the survey is 10 minutes, based on trials with a small pilot sample. Total estimated public burden associated with this information collection is 610 hours [surveys 3,660 @ 10 minutes per response/60].

Year	Target Population	Response Rate	Estimated Number of Responses	Burden Hours
2019 (previous collection)	7,463	19%	1,381	230
2020	12,220	30%	3,660	610

2. Describe the procedures for the collection, including: the statistical methodology for stratification and sample selection; the estimation procedure; the degree of accuracy needed for the purpose described in the justification; any unusual problems requiring specialized sampling procedures; and any use of periodic (less frequent than annual) data collection cycles to reduce burden.

The information collection will be administered via an electronic questionnaire. Questions will inquire upon the effectiveness of received IDSS after IDSS has been provided.

A purposive sampling strategy, based on forecasters at NWS Weather Forecast Offices (WFOs), will be instituted to access respondents. Staff at the forecast offices are the most connected to the targeted population, thus utilizing these existing connections to disseminate the survey is the most appropriate sampling approach. WFO staff will email the questionnaire to their respective partners after IDSS has been provided.

Statistical Method for Stratification and Sample Selection

Survey results will not be extrapolated to the population under consideration; therefore, we are not employing any statistical sampling methods in this survey.

Estimation Procedure and Accuracy

Survey results will not be extrapolated to the population under consideration; therefore, we will not estimate population parameters from the collected data. Additionally, this means that the accuracy of the estimates is not meaningful to calculate.

Unusual Problems Requiring Specialized Sampling Procedures

No specialized sampling procedures are required.

Periodic Data Collection Cycles

This request is for annual collection.

3. Describe the methods used to maximize response rates and to deal with nonresponse. The accuracy and reliability of the information collected must be shown to be adequate for the intended uses. For collections based on sampling, a special justification must be provided if they will not yield "reliable" data that can be generalized to the universe studied.

The survey sampling process for this collection request is appropriate for the target population, and the proposed plan provides the best opportunity for the target population to provide feedback related to the NWS IDSS provided. In order to improve response rates for this information collection, the survey process has been made as concise as possible and the following steps have been employed:

- To increase visibility, each WFO will send a personalized survey invitation to their respective core partners.
- The personalized invitation for the survey will include details about the scope and purpose of the survey so that recipients can direct it appropriately within their organizations.

- A survey developed using sound design practices will minimize the burden on respondents. This includes developing well-written questions and limiting the number of questions to the minimum necessary.
- Survey questions have also been designed to be user-friendly for mobile devices to increase the number of completions.

4. Describe any tests of procedures or methods to be undertaken. Tests are encouraged as effective means to refine collections, but if ten or more test respondents are involved OMB must give prior approval.

Pilot questionnaires were administered to less than ten representative members of the target population. Reviewers were asked to offer feedback on the length, appropriateness and clarity of questions, content, or other aspects to improve the survey process. Comments from reviewers were quite helpful and resulted in content changes to clarify questions and design changes such as adding page numbers, allowing the ability to scroll back to a previous question, and adding a progress bar.

5. Provide the name and telephone number of individuals consulted on the 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.

The primary points of contact for this information collection request are Cindy Woods (cindy.woods@noaa.gov) and Mike Sowko (mike.sowko@noaa.gov). Dr. Vankita Brown will be responsible for collecting and analyzing the information for the agency. She can be reached by telephone at (301) 427.9338 or by email at vankita.brown@noaa.gov.