

Survey Review Checklist

1.0 Background

Review Type: Survey Focus Group Personal Interview Phone/CATI Interview Other: _____

Review Divisions: CRM DPAC DS H&R JAMRS PERSEREC R&R

Reviewer: Mike DiNicolantonio

Review Completion Date: 5/22/2020 (Initial); 5/26/2020 (Final)

Study Title/Acronym: 2020 Post-Election Voting Survey of State Election Officials (SEOs)

Licensing Requirements: RCS (Internal) OMB (Public) Both

Study PI/Contact Information: Sarah Vella, Program Analyst – Federal Voting Assistance Program (FVAP); 571.372.0736; sarah.v.vella.civ@mail.mil

Study Sponsor/Office/Contact Information: David Beirne, Director – Federal Voting Assistance Program (FVAP); 571.372.0740; david.e.beirne.civ@fvap.gov

Documents Reviewed: Instrument Supporting Statement Communications Other: N/A

2.0 General Feedback

1. If I returned any survey documents, they should be the versions used going forward for remaining coordination activities following minor revisions during quality control checks (e.g., formatting, grammatical).
 - a. The overall quality of this submission package was excellent; great job by the study team.
 - b. Please remember that any responses to my feedback in this document must also be made to the applicable survey documents when appropriate; those documents will serve as the core of what OMB/WHS reviews.

3.0 Instrument

1. Minor formatting and grammatical revisions were made to the document; the returned version should be used going forward for remaining coordination activities.
2. Throughout the survey, you spell out local election officials with and without an acronym use following the reference; be consistent with your questions and either spell the term out with no acronym, spell it out with the acronym, or only use the acronym.

Response: Accepted and edits have been applied. **OPA: Confirmed revisions. (5/26/20)**

3. Question 15 – Add “Do not include personally identifiable information” after the “if you would like to provide additional information...” text.

Response: Accepted and edit has been applied. **OPA: Confirmed revisions. (5/26/20)**

4.0 Supporting Statement

OMB Fast Track Request

1. Minor formatting and grammatical revisions were made to the document; the returned version should be used going forward for remaining coordination activities.

5.0 Communications

1. Emails – Well done with minor formatting/grammatical revisions incorporated; returned version should be used going forward for remaining coordination activities.

6.0 Other

1. N/A.