

**SUPPORTING STATEMENT B**  
**Department of Commerce**  
**U.S. Census Bureau**  
**Paperwork Reduction Act Program**  
**Information Collection Request**  
**Collection of State Administrative Records Data**  
**OMB Control Number 0607-0995**

**1. Universe and Respondent Selection**

The participant universe is all 50 states and the District of Columbia. We anticipate 100 percent response for the collection of state administrative records data across the three-year approval period from those states that participate. The Census Bureau will use the data from all participating state agencies. Therefore, this collection of data will not use sampling.

**2. Procedures for Collecting Information**

The Census Bureau will contact states based on previously established relationships, engaging assistance from gubernatorial offices, or locating the state agency that administers a benefit assistance program and communicating with those staff. Communication consists of email with a follow up phone call, if a phone number is available.

**3. Methods to Maximize Response**

Administrative data sources covered by this data collection request do not rely on survey response.

The Census Bureau will utilize assistance from the Census Bureau Office of Congressional & Intergovernmental Affairs to identify contacts within the gubernatorial offices or state agencies. Email and phone contact will be made with the gubernatorial staff or the state program agency staff. Benefits of the data sharing will be communicated by the Census Bureau to the state. A draft agreement will be offered for use and example tabulations and data visualizations will be shared.

**4. Test of Procedures of Methods**

This collection effort is designed as a test of procedures and methods in our ability to acquire, process, link, and analyze state administrative records data. Initial procedures were developed based on a sample of four state files and may be enhanced as other data are acquired.

## 5. Contacts for Statistical Aspects and Data Collection

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