

**Supporting Statement for the Survey of American Artists
Participating in International Exchanges, Part A**

Table of Contents

A1. Circumstances that make the collection of information necessary.	4
A2. Purpose and use of the information.	6
A3. Use of information technology and burden reduction.	9
A4. Efforts to identify duplication.	10
A5. Impacts on small businesses or other small entities.	10
A6. Consequences of collecting the information less frequently.	10
A7. Special circumstances relating to the Guidelines of 5 CFR 1320.6.	11
A8. Comments in response to the Federal Register Notice and efforts to consult outside Agency.	11
A9. Explain any decisions to provide any payment or gift to respondents.	11
A10. Assurances of confidentiality provided to respondents.	11
A11. Justification for any questions of a sensitive nature.	12
A12. Estimates of the hour burden of the collection of information.	12
A13. Estimates of other total annual cost burden.	13
A14. Provide estimates of annualized costs to the Federal Government.	13
A15. Explain the reasons for any program changes or adjustments reported on the burden worksheet.	13
A16. Plans for tabulation, and publication and project time schedule.	13
A17. Displaying the OMB Approval Expiration Date.	14
A18. Exceptions to the certification statement identified in Item 19.	14

Table of Attachments

- Attachment A: Literature Scan and Focus Group Reports
- Attachment B: Communication Materials
- Attachment C: Web Survey Instrument
- Attachment D: Cognitive Testing Report

Abstract

This request for conditional clearance will enable the National Endowment for the Arts (“the Arts Endowment”) to pilot test and eventually implement a web survey that will be used to support performance reporting on the career benefits to U.S. artists who receive grants to travel and perform abroad. This package requests the Office of Management and Budget’s (OMB) conditional clearance for pilot testing. Upon OMB receipt of the pilot testing results, we will request full clearance for the annual survey, as advised by the Arts Endowment OMB desk officer.

The Arts Endowment’s Office of International Activities provides opportunities for U.S. artists to participate in global arts events by partnering with U.S. regional arts organization Mid Atlantic Arts Foundation on the USArtists International (USAI) program, as well as through several other partnerships and activities. The USAI program is the largest of the Arts Endowment’s efforts supporting artists’ travel and performances abroad and therefore was selected for this work because it will provide the largest sample of respondents, allowing the Arts Endowment to measure the impacts an international exchange program can have on artists’ careers. The Arts Endowment will pilot test and eventually implement an annual, web-based census survey of USAI grantees that will provide the Arts Endowment with evidence of the program’s benefits to artists’ professional careers. The web survey data will support performance reporting on the Arts Endowment’s fiscal year (FY) 2018–2022 Strategic Plan, which seeks to gather evidence to show “Arts Endowment-supported international exchanges have a demonstrable benefit on the careers of participating American artists” (Performance Goal 3.3.3). The annual data collection will provide evidence in response to the associated performance indicator (3.3.3.1), “The percentage of American artists that report benefits of their participation

in NEA-supported international exchanges.” The survey will focus on benefits to artists’ professional opportunities, professional networks, professional skills and learning, reputations, and creativity. The survey is designed to take approximately 8 minutes and asks 24 questions, with skip patterns.

Part A. Justification

A1. Circumstances that make the collection of information necessary.

Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.

The planned data collection is a new information collection request, and the data to be collected are not available elsewhere unless obtained through this information collection. A web-based survey of the USAI program grantees is planned once annually for spring 2021, spring 2022, and spring 2023. A pilot test of the web survey is planned for March 2020, contingent upon OMB approval. Knowledge gained through this information collection will enable the Arts Endowment to collect evidence on the impact of the USAI program on U.S. artists’ careers. Currently, the Arts Endowment does not collect any information from USAI grantees related to the benefits of the program on their careers.

USAI is an international artist exchange program administered by the Mid Atlantic Arts Foundation. The Arts Endowment is the lead funder of the program and supports the program through a cooperative agreement with Mid Atlantic Arts Foundation. Additional supporting partners include the Andrew W. Mellon Foundation and the John D. and Catherine T. MacArthur Foundation which support artists from the Chicago area, and the Trust for Mutual Understanding and the Howard Gilman Foundation which support New York City-based organizations. It is the only national initiative in the United States solely devoted to supporting performances by American artists at important international cultural festivals and arts marketplaces abroad and is

the largest of the Arts Endowment efforts supporting artists' performances abroad. USAI provides grants of up to \$15,000 towards the support of artist fees, travel, accommodations, per diem, shipping, and visa preparation for U.S. artists. USAI provides grants to ensembles and individual performers in dance, music, and theatre.

Based on the Arts Endowment's FY 2018–2022 Strategic Plan (approved by OMB), the Arts Endowment decided to develop a survey of U.S. artists participating in international exchange programs to support performance reporting that shows “Arts Endowment-supported international exchanges have a demonstrable benefit on the careers of participating American artists” (performance goal 3.3.3) and “the percentage of American artists that report benefits of their participation in Arts Endowment-supported international exchanges” (performance indicator 3.3.3.1). The survey supports the agency's evidence-building efforts, to better understand outcomes associated with its investments. On page 26 of the Strategic Plan, the study is described as a specific evidence-building initiative supporting Strategic Objective 3.3:

The NEA intends to examine the impacts of these international exchanges on the careers of U.S. artists and on U.S. audiences who experience works originating from foreign artists as part of its evidence-building efforts. As an initial step, the NEA is investigating whether to plan a survey of U.S. artists participating in international exchanges with the goal of developing a richer understanding of the program's short- and longer-term impacts on their careers.

The Arts Endowment's Office of International Activities and Office of Research & Analysis decided to survey artist grantees of the USAI program because it is the largest of the Arts Endowment's efforts to support artists' travel and performances abroad and can provide the largest sample of artists to survey. The questions in the survey will capture five constructs related

to artists' careers, including professional opportunities, professional networks, professional skills and learning, visibility as an artist, and creativity.

This request is for a conditional clearance to conduct pilot testing of a web survey and upon OMB receiving the results of the pilot study, a potential full clearance to conduct an annual survey of past USAI program participants once the survey has been piloted.

A2. Purpose and use of the information.

Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate how the agency has actually used the information received from the current collection.

The Arts Endowment will conduct a single pilot test and then implement an annual census web survey of grantee artists who participated in the USAI program in the year that occurred prior to the year the survey will be implemented. USAI makes approximately 75 grants each year. The Arts Endowment will use the information collected in the web survey to capture five constructs that relate to artists' careers and provide evidence of USAI's benefits on the careers of participating American artists. The Arts Endowment will report data from the survey in its Annual Performance Report as evidence in support of performance goal 3.3.3 and, specifically, performance indicator 3.3.3.1. The data will also inform internal discussions about potential program improvements and improve accuracy of data that the agency reports annually to the State Department about artists traveling overseas. Specifically, the survey data will support the following:

- Question 1-2b will show geographic reach of the USAI program (i.e., countries who have hosted a USAI-sponsored artist project) and will aid in the identification of regions where additional outreach may be conducted. Results may also improve accuracy of data required by the State Department.

- Question 2-3 will help gauge effectiveness of agency communications with embassies in the host country about the USAI program and the Arts Endowment's efforts to connect artists with embassy staff.
- All survey data will be used to inform decision-making related to continuity or expansion of funding for this program.

The Arts Endowment will report the survey data in aggregate in the Annual Performance Report to respond to performance goal 3.3.3 and performance indicator 3.3.3.1 in the following ways (subject to change based on analysis of the pilot test data):

1. The number and percentage of artists that indicate career benefits resulted from the USAI program (“yes” to any of the yes/no questions, “strongly agree” or “agree” to any of the Likert questions, or at least some [the exact number will be determined based on analysis of the pilot test survey data] maintained professional contacts), which include professional opportunities, professional networks, professional skills and learning, reputation as an artist, and creativity.
2. The estimated total and average number of secured bookings artists received as a result of the USAI program (applies only to the professional opportunities construct).
3. The countries that artists received professional opportunities in as a result of the USAI program (applies only to the professional opportunities construct).

The Arts Endowment will also report these data by construct in the Annual Performance Report. Table 1 provides the specific data points the Arts Endowment will collect on each of the five constructs. The frame for the survey pilot test is 2014 to 2018 artist grantees ($N = 189$). The frame for the annual survey includes USAI artist grantees from the year preceding the survey implementation ($N = 75$, per year).

Table 1. Data Points the Arts Endowment Will Collect for Each Construct of Artist Careers

Construct of Artist Careers	Data Points the Arts Endowment Will Collect
<p>Professional Opportunities: increased number of opportunities available to artists based on success</p>	<ul style="list-style-type: none"> • Number/percentage of U.S. artists who secured bookings to perform abroad as a result of a USAI-sponsored experience • Estimated total and average number of secured bookings to perform abroad received by U.S. artists as a result of USAI-sponsored experiences • The countries from which U.S. artists have secured bookings to perform in as a result of a USAI-sponsored experience
<p>Professional Networks: increased number of professional contacts/relationships an artist has</p>	<ul style="list-style-type: none"> • Number/percentage of U.S. artists who made and maintained new international professional contacts as a result of a USAI-sponsored experience • Number/percentage of U.S. artists who collaborated with new international professional contacts on a new performance or some other finished product • Number/percentage of U.S. artists that maintained 1 to 2, 3 to 5, 6 to 9, or more than 10 professional contacts as a result of a USAI-sponsored experience • Number/percentage of U.S. artists who interacted with the U.S. embassy before or during their USAI-sponsored experience
<p>Professional Skills and Learning: new professional skills an artist learns or enhances</p>	<ul style="list-style-type: none"> • Number/percentage of U.S. artists who report a better understanding of travel logistics and regulations related to performing arts presentation and touring in other countries as a result of a USAI-sponsored experience • Number/percentage of U.S. artists who report learning new strategies for engaging international audiences as a result of a USAI-sponsored experience • Number/percentage of U.S. artists who report enhancing marketing skills as a result of a USAI-sponsored experience, including skills of <ul style="list-style-type: none"> ○ self-promotion on digital platforms, ○ media relations, ○ accessing other funding sources, and ○ other skills
<p>Visibility as an Artist: development of a positive artistic reputation; an artist becomes more “known” in the art world</p>	<ul style="list-style-type: none"> • Number/percentage of U.S. artists who report they improved their artistic reputation in the international arts community as a result of a USAI-sponsored experience • Number/percentage of U.S. artists who report they gained more followers on social media as a result of a USAI-sponsored experience

<p>Creativity: incorporation of new ideas and innovative ways of thinking into artistic practice</p>	<ul style="list-style-type: none"> • Number/percentage of U.S. artists who report taking more risks in their artistic practice as a result of a USAI-sponsored experience • Number/percentage of U.S. artists who report incorporating more diverse ideas into their artwork as a result of a USAI-sponsored experience • Number/percentage of U.S. artists who report that their creativity benefited in other ways as a result of a USAI-sponsored experience. (Note: Based on the pilot testing results, this question will be evaluated to determine if it will be included in the full implementation.)
---	---

To determine the constructs for the survey and the survey items to include for each construct, the Arts Endowment hired a contractor to:

1. perform a focused literature scan of research and evaluation studies that assess the impacts of artists’ participation in international festivals, exchange programs, and other international experiences on artists’ careers; and
2. conduct two 60-minute virtual focus groups with USAI artists (nine or fewer artists per group, and each group receiving different questions) to gain a deeper understanding of how the constructs identified in the literature scan specifically apply to the USAI artists’ experiences. We provide reports detailing the results of the literature scan and two focus groups in Attachment A.

A3. Use of information technology and burden reduction.

Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden.

The Arts Endowment takes its responsibility to minimize burden on respondents very seriously and has designed this project with that goal in mind. By designing a web-based survey, the Arts Endowment has eliminated hundreds of hours of labor that would have been required to

administer a paper-based survey. A web-based survey enables the surveying of all USAI grantees funded in the year prior. Because there are minimal costs associated with adding participants, every grantee will have a chance to answer the survey. Thus, the electronic nature of the survey provides the most efficient mechanism for the Arts Endowment to capture responses from grantees.

Once the survey is electronically deployed, it will include dynamic survey logic that will tailor the questions to present the most applicable and relevant questions to respondents. For example, respondents who agree with the prepopulated information on their respective grants will not be asked to update their records with relevant information.

A4. Efforts to identify duplication.

Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in item 2 above.

There is no similar ongoing data collection being conducted that duplicates the efforts of the proposed data collection. This web survey is the first annual federal survey of USAI grantees. USAI grantee administrative data does not include information on the benefits of the program for artists' careers. As a result, the Arts Endowment lacks information about the impacts of the program on artists' professional outcomes.

A5. Impacts on small businesses or other small entities.

No small business entities or other small entities are involved in this data collection.

A6. Consequences of collecting the information less frequently.

Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing the burden.

The information will be collected in a voluntary annual survey of USAI grantees. Information obtained from the survey will provide important evidence for the Arts Endowment

to continually report information on performance goal 3.3.3 in the 2018–2022 Strategic Plan.

Without this survey, the Arts Endowment will have no methods for fully understanding how the USAI program benefits artists' careers.

Collecting the information less frequently, or with fewer grantees, would not only impede the Arts Endowment's ability to understand how the USAI program continues to benefit U.S. artists careers, it would also impede the agency's ability to provide annual evidence supporting the accomplishment of performance goal 3.3.3 in the 2018–2022 Strategic Plan.

A7. Special circumstances relating to the Guidelines of 5 CFR 1320.6.

The information will be collected in a manner consistent with the guidelines in 5 CFR 1320.6 (Controlling Paperwork Burden on the Public-General Information Collection Guidelines). There are no special circumstances contrary to these guidelines.

A8. Comments in response to the Federal Register Notice and efforts to consult outside Agency.

On Friday, August 2, 2019, a 60-day Federal Register Notice was published in 84 FR 16506 Volume 84, No. 149. No comments were received. Cognitive testing of the web survey was conducted in November 2019, with nine respondents. See **Attachment D**. On Tuesday, January 14, 2020, a 30-day Federal Register Notice was published in 85 FR 2150 Volume 85, No. 9.

A9. Explain any decisions to provide any payment or gift to respondents.

Respondents will not receive any payment or gifts for completion of the web survey.

A10. Assurances of confidentiality provided to respondents.

The web survey includes the festival name, country of the festival, and the year of the festival for each respondent. The survey introduction and email communications include a statement to respondents that all data for the survey will be kept confidential and that data will only be analyzed and reported in aggregate. Moreover, the communications and survey include a

statement that answers will not affect any present or future grant applications, contract proposals, or cooperative agreement proposals with the Arts Endowment or its partners. The Arts Endowment will provide all respondents with a description of the importance of the survey and a notification that their response to the survey is voluntary.

A11. Justification for any questions of a sensitive nature.

Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

The survey does not contain any questions of a sensitive nature.

A12. Estimates of the hour burden of the collection of information.

Provide estimates of the hour burden of the collection of information. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.

Table 2. Burden Estimates for 2020

Participant Description	Instrument or Activity	Average Hours per Response	Number of Responses per Person	Total Responses	Estimated Burden (Hours)
USAI Artist Grantees, 2014–2018	Pilot Testing	0.13	1	189	24.57

The total estimated burden for 2020 is 24.57 hours, based on the estimate of 8 minutes per respondent, as supported by the findings from the cognitive testing of the survey instrument. The total number of responses for the 2019 pilot testing does not include the 10 artists who participated in one of the two focus groups (five in each group; each group addressed different questions) or the nine artists who participated in cognitive testing. The total number of responses for the 2019 pilot testing also does not include any artists with USAI-sponsored travel from January 2019 to March 2020. The Arts Endowment will not ask artists who participated in the focus groups or cognitive testing, or those who will participate in the planned 2021 web survey, to participate in pilot testing the survey.

A13. Estimates of other total annual cost burden.

Provide an estimate for the total annual cost burden to respondents or recordkeepers resulting from the collection of information.

Web survey participants do not incur any costs other than their time spent responding.

A14. Provide estimates of annualized costs to the Federal Government.

The total one-time contracted cost to the Federal Government for the pilot testing is \$9,879.15.

A15. Explain the reasons for any program changes or adjustments reported on the burden worksheet.

The information collected does not represent any program change.

A16. Plans for tabulation, and publication and project time schedule.

For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

The purpose of this clearance package is to obtain conditional clearance for the pilot test, which will begin after OMB approval and continue for approximately 2 weeks (estimated March 9, 2020 to March 20, 2020). The pilot testing will collect data so that the Arts Endowment contractor can test the feasibility of the survey and identify any issues with survey implementation. After the pilot testing, the Arts Endowment will provide to OMB the results of the pilot test, a revised survey instrument (if appropriate), and an updated clearance package to OMB for full approval, as appropriate. After obtaining final clearance, the Arts Endowment will conduct annual data collection. The Arts Endowment will report descriptive statistics on the survey items in annual publications.

Table 3. Project Schedule

Activity	Expected Activity Period
----------	--------------------------

Conditional clearance by OMB to conduct the pilot study	1/6/2020–3/13/2020
Contractor performs pilot test	Expected 3/16/2020–4/2/2020, may be adjusted to a later 2-week period, contingent on the timing of OMB approval
Contractor provides a memo describing the findings of the pilot test	4/6/2020–5/1/2020
Arts Endowment submits results of pilot study to OMB and an updated clearance package	5/4/2020–6/1/2020
Arts Endowment implements web survey of USAI grantees traveling between October 1, 2019 and September 30, 2020	Spring 2021
Arts Endowment implements web survey of USAI grantees traveling between October 1, 2020 and September 30, 2021	Spring 2022
Arts Endowment implements web survey of USAI grantees traveling between October 1, 2021 and September 30, 2022	Spring 2023

A17. Displaying the OMB Approval Expiration Date.

If you are seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

The Arts Endowment will display the expiration date of OMB approval and the OMB approval number on all instruments associated with this information collection, including forms and questionnaires.

A18. Exceptions to the certification statement identified in Item 19.

Explain each exception to the topics of the certification statement identified in Certification for Paperwork Reduction Act Submissions.

No exceptions are necessary for this information collection. The agency is able to certify compliance with all provisions under Item 19 of OMB Form 83-I.