

**SUPPORTING STATEMENT B:
COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS
SMALL MEAT PROCESSOR SURVEY**

- 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 government units, households, or persons) in the universe covered by the collection and in the corresponding sample are to be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample. Indicate expected response rates for the collection as a whole. If the collection had been conducted previously, include the actual response rate achieved during the last collection.**

This information collection does not employ sampling methods. This is a census survey of small and very small meat processors. The potential population, maintained in a database at FSIS, consists of 300 small and very small meat processors. The expected response rate is 25%. Respondents have a high degree of familiarity and involvement with the program they are being asked to assess.

- 2. Describe the procedures for the collection of information including:**
 - **Statistical methodology for stratification and sample selection,**
Statistical methodology for sample collection or stratification will not be used.
 - **Estimation procedure,**
An estimation procedure will not be used.
 - **Degree of accuracy needed for the purpose described in the justification,**
N/A.
 - **Unusual problems requiring specialized sampling procedures, and**
N/A.
 - **Any use of periodic (less frequent than annual) data collection cycles to reduce burden.**
The burden will be minimal as this survey will only be conducted once.

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

We plan to closely monitor the survey response and send a series of e-mails encouraging participation.

- 4. Describe any tests of procedures or methods to be undertaken. Testing is encouraged as an effective means of refining collections of information to minimize burden and improve utility. Tests must be approved if they call for answers to identical questions from 10 or more respondents. A proposed test or set of tests may be submitted for approval separately or in combination with the main collection of information.**

Based on our experience, we are confident that the procedures and instrument we will employ are trustworthy. Oregon State University, Niche Meat Processor Assistance Network (NMPAN) will develop a draft report based on multiple data sources. They will distribute this draft report to a wider audience of key stakeholders that are small plant operators or work in the smaller-scale meat space since that is the purpose of this study. NMPAN will ask those stakeholders to read the draft report and then fill out a short survey to gather their feedback. The survey will be administered online and also in-person at three regional small plant stakeholder meetings being held in different locations in 2020.

Our anticipated sample size will be 300 total. We expect 75 will complete the survey. Reading the report will take approximately one hour (it is expected to be 25-30 pages long). Filling out the feedback survey will take approximately 15 minutes. Those that don't read the report or fill out the survey will take approximately 1 minute to decide that they don't want to do it.

- 5. Provide the name and telephone number of individuals consulted on 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 main contact is Rebecca Thistlethwaite **(541-806-1526)**, Niche Meat Processor Assistance Network (NMPAN), Oregon State University, email: thistler@oregonstate.edu