

## **PART B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

If your collection does not employ statistical methods, state that and delete the following five questions from the format – UNLESS your proposed information collection is a survey. OMB recently clarified that Part B must be completed for all survey requests, whether or not statistical analysis will be applied. In addition to statistical analysis, Part B addresses the description of the target group of respondents, the sampling plan, and plans to maximize response rates and address nonresponse. When item 17 of the OMB 83-I is checked "Yes", the following documentation must be provided to the extent that it applies to the methods proposed.

**1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection methods 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.**

The survey will be sent to approximately 4,700 organizations. We anticipate that less than half 2,350 organizations will respond and expect no more than 4,000 total responses.

**2. Describe the procedures for the collection of information, including:**

- Statistical methodology for stratification and sample selection.

There will be no sample selections. However, the data will be broken down by reported U.S. small business, new USAID implementing partners, local organizations, and by region.

- Estimation procedure.

Reporting will only be based on actual respondents. No extrapolation or estimation of responses from other organizations will be made.

- Degree of accuracy needed for the purpose described in the justification.

As the survey is anonymous, data verification by organization will not take place. However, data will be reviewed for outliers and trends.

- Unusual problems requiring specialized sampling procedures,

No sampling procedures will be used.

- Any use of periodic (less frequent than annual) data collection cycles to reduce burden.

At this time the survey is only proposed to take place one time.

**3. Describe methods to maximize response rates and to deal with issues of nonresponse. 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.**

This survey is voluntary for USAID partners. USAID, however, will use all of its communications channels with its partners to ensure that they are made aware of the survey and have an opportunity to respond.

**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.**

USAID is not employing any test procedures during this survey.

**5. Provide the name and telephone number of individuals consulted on statistical aspects of the design and the name of the agency unit, contractors, grantees, or other person(s) who will actually collect or analyze the information for the agency.**

The data will be collected and analyzed through a Google Form. Catherine Maldonado (202-712-5080) has prepared the survey and will be responsible for the collection and analysis of the information for the Agency.

OIRA has produced a number of documents that may serve as useful reference material for completing Supporting Statement Part B. These can be found at [http://www.whitehouse.gov/omb/inforeg\\_statpolicy/](http://www.whitehouse.gov/omb/inforeg_statpolicy/).