

IMLS MUSEUMS FOR ALL Supporting Statement Part A: Justification

1. Necessity of the Information Collection

Registration Form requests information necessary for the management of and communications about the Museums for All program, including contact information, museum type, nature of participation, and logo for museums joining the Museums for All program.

Reporting Form requests attendance data and anecdotal information concerning the most recent quarter of Museums for All participation. This information is necessary to assess the growth of the program, trends in service to the target population, and the need for adjustments to the program.

2. Purposes and Uses of Data

Registration Form data are used by the program staff at the Association of Children's Museums to maintain contact information and to understand the geographic and disciplinary diversity of participating members.

Reporting Form data are used in the aggregate for assessing and communicating about the Museums for All program, its growth, and its impact.

3. Use of Information Technology

Both the **Registration Form** and the **Reporting Form** are web forms. The data are automatically collected in a database, which reduces the burden on both the Museums for All participating museums and the program administrators at the Association of Children's Museums.

4. Efforts to Identify Duplication

The information requested on the **Registration Form** and the **Reporting Form** is the only information collected from participating museums, and it thus does not duplicate that acquired from any other source.

5. Methods Used to Minimize Burden on Small Businesses.

Museums for All welcomes small-museum participants. The **Registration Form** and the **Reporting Form** are very short and the burden to complete them is minimal.

6. Consequences of Less Frequent Data Collection

The Museums for All program would not be able to service its participants without the information provided on the **Registration Form**. The program would not be able to measure the achievement of participation markers nor have feedback on how to improve the program without the **Reporting Form**.

There are no technical or legal obstacles to reducing the burden, which is already low.

7. Special Circumstances that would cause an information collection to be conducted in a manner:

There are no special circumstances requiring the information collection to be conducted in any manner listed here.

8. Consultations Outside the Agency

A 60-day notice appeared in the Federal Register on Friday, September 18, 2020, 85 FR 58400. There were no comments resulting from the notice. A 30-day notice requesting comment for this clearance was published in the Federal Register on Thursday, December 3, 2020, 85 FR 78150.

9. Payments or Gifts to Respondents

Respondents will not receive any payment or gift in return for completing the forms.

10. Assurance of Confidentiality

The webpage on which the Registration Form is posted contains the following statement: “This information collection is being conducted in conformance with the Museum and Library Services Act of 2010, as amended. IMLS intends to make institutional participation information provided through this form publicly available. However, information specifically identifying any individual will be protected from public disclosure to the extent permitted by law.”

11. Justification for Sensitive Questions

There are no questions of a sensitive nature in either of the forms.

12. Estimates of Hour Burden to Respondents

Registration Form: We expect that 84 museums will join the Museums for All program and thus complete the one-time registration form. It will take 30 minutes per respondent to complete for a total of 42 hours. At \$28.43 per hour, the annualized cost is estimated to be \$1,194.06.

Reporting Form: We expect that 650 museums will complete the quarterly Museums for All Report Form. It will take 60 minutes per respondent to complete the form for a total of 2,600 hours. At \$28.43 per hour, the annualized cost is estimated at \$73,918.00.

13. Estimate of Cost Burden to Respondents

There are no special start-up or operational costs associated with reporting these data.

14. Estimate of Costs to the Federal government.

There are no annualized costs to the Federal government for this information collection.

15. Explanation of Change in Burden

There are no program changes nor adjustments in the burden estimates.

16. Statistical Usage

Data submitted by Museums for All participating museums in their quarterly reports will be aggregated to show the national totals used to create semiannual dashboard documents. These dashboards will be available in December 2020 and August 2021. This does not require complex analytical techniques.

17. Request to Not Display Expiration Date

We are not seeking approval to omit the expiration date for OMB approval.

18. Exception to Certification Statement

There are no exceptions to the topics of the certification statement.