

## Supporting Statement B

# Assessing Technology Transfer Activities of the National Center for Reforestation, Nurseries, & Genetics Resources

OMB Control Number 0596-NEW

- 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 organizations (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.**

Currently there are approximately 1,200 Federal, State, Tribal, other government entities, and private nurseries and farms that produce native plant materials for reforestation and restoration participating in the RNGR network. Managers of those nurseries will be invited to participate in the survey. We are planning to conduct a census of the entire respondent universe which include all 1200 entities.

RNGR has never conducted this survey prior to this collection. Thus the response rate is unknown. Based on the SESRC's experience with survey of similar length and target population, we estimate the response rate approximately at 30%.

- 2. Describe the procedures for the collection of information including:**
  - \* **Statistical methodology for stratification and sample selection,**
  - \* **Estimation procedure,**
  - \* **Degree of accuracy needed for the purpose described in the justification,**
  - \* **Unusual problems requiring specialized sampling procedures, and**
  - \* **Any use of periodic (less frequent than annual) data collection cycles to reduce burden.**

Since this is an attempted census sample selection and sampling error concepts do not apply. The survey will only be conducted once and we do not plan to have any additional data collection.

- 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 will follow *The Tailored Design Method* (Dillman, 2014) to help ensure a high response rate and reduce respondent errors. Multiple contacts will be made via postal mail, email, and phone call to managers of the nurseries to remind the non-respondent to complete the survey. The survey will also be offered in two modes – online and paper survey to offer an alternative to those who do not have internet access or do not like to use a computer.

### ***Addressing potential non-response bias***

Since the unit of analysis for this study is an entity (nurseries) normal venue for assessing non-response bias based on demographic data do not apply. We also attempt a census and do not have any sampling error. Since it is not plausible to attain 100% response rate we will assess the survey responses by ownership type, size of nursery, and type of nursery. Weighting survey responses may be considered if one of the groups is under-represented. In some cases we may follow up with the non-respondents for a semi-structure telephone interview (1) to determine the reason for not responding to the survey and (2) to gather more in-depth information about unmet needs or reasons for not using RNGR support services which may or may not addressed in the quantitative survey

- 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.**

Prior to developing the questionnaire, we conducted semi-structure interview with 6 nursery managers to generate items to be included to the survey. We have also conducted literature review of other assessment survey for questionnaire structure and scales. The draft survey and procedures have been peer- reviewed by four other professionals in the survey field (as listed in Supporting Statement A). After USFS section 508 compliance officer had reviewed the instrument and edits had been made, a group of WSU students were used to test the length and clarity of questionnaire (n=7). Each student was also asked to record the time needed to answer the entire questionnaire as well as to note any question that need to be reworded to improve clarity. Average times to complete the surveys were calculated based on the time reported by the students.

- 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.**

### ***Collection and analysis agency:***

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