

Monday, August 09, 2021

**Question Bank of Cognitively Tested Questions for use with the Generic Clearance for Version 1.0**

This document contains an inventory or bank of survey questions to be used for monitoring that threatens the livelihood and well-being of the public. This draft contains a cadre of questions proposed by our collaborator, RTI International. These questions are, or will be, under review and survey. This current version, 1.0, contains a) questions that have been cognitively tested and accepted; b) questions that have undergone a 2nd round of testing; c) questions undergoing a first round of cognitive testing. This document should be considered a LIVING DOCUMENT, and it will be updated as testing is completed.

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**Legend**

**Tab name**

Readme  
Summary

**Column name in Summary tab**

RTI\_RID (hidden)

Wave

**NOTE:** The Wave number and the Question number within the Wave are provided to inform the user of the context within which the Question was tested.

Wave Q #

Decision after Round 1 cognitive testing

Topics

Original or Revised Question Text (Quex Bank version or Round 2 Testing)

If grid, subitems

**NOTE:** These columns are completed for "tested and acceptable" questions only in Version 1.0 (8-9-2021).

Response options

**Notes**

<fill variable>

[bracket]

\* next to the question number

\*\* next to the question number

**Color-coding to indicate the current status of the question**

Tested - acceptable
Tested - revised and awaiting 2nd round of testing
To be tested
Being tested
Previously tested by Census Bureau - acceptable

## or Emergency Economic Information Collections (EEIC)

toring the impact on the economy in the event of an unexpected emergency -- e.g., natural disasters, pandemic -- of potential survey questions proposed by Census Bureau and its stakeholders, and augmented with questions undergoing cognitive testing, as required by OMB and Census Bureau standards, prior to fielding in a production tested and performed adequately during one round of testing: b) cognitively tested questions recommended to ing at the time of this writing; and d) questions/topics yet to undergo cognitive testing. Thus, this Question Bank eted and/or when new topics/questions are proposed.

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### Content

Legend/guide

Round 1 testing results

### Content

Internal identifier for questions

The identifier of the testing wave of the question

Unique identifier for questions in Round 1 testing

Decision after Round 1 regarding the next steps COLOR CODED

The topics of questions

The current iteration of the question stem

The statement/items organized across the rows in the grid format

The response options of the question. For the grid format, these refer to the headers of the columns

### Content

Varying elements of the questions

Programming elements such as skip logic for questions or response options

These questions are single item versions of grid questions. Only 2 single items were selected for testing and these questions have been included in this document. The full question bank should include all single item questions from the final tested grid.

These questions have two possible question formats to consider for testing in Round 2. Only one version is included in this document as we work through which version will be included in final testing in Round 2.

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Wave	Wave Q #	Decision after Round 1	Topics
1	Q01	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Changes in number of employees
1	Q01_1*	Tested - acceptable	Employees and payroll_Changes in number of employees
1	Q01_2*	Tested - acceptable	Employees and payroll_Changes in number of employees
1	Q02	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Changes in types of employees
1	Q03	Tested - acceptable	Employees and payroll_Changes in number of employees
1	Q03_1*	Tested - acceptable	Employees and payroll_Changes in number of employees
1	Q03_2*	Tested - acceptable	Employees and payroll_Changes in number of employees
1	Q04	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Changes in number of employees
1	Q05	Tested - acceptable	Employees and payroll_Rehiring of furloughed or laid off employees
1	Q06	Tested - acceptable	Employees and payroll_Rehiring of furloughed or laid off employees

1	Q07	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Rehiring of furloughed or laid off employees
1	Q08	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Rehiring of furloughed or laid off employees
2	Q09	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Recent changes in benefits paid or provided to employees
2	Q10	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Recent changes in benefits paid or provided to employees
2	Q10_1*	Tested - acceptable	Employees and payroll_Recent changes in benefits paid or provided to employees
2	Q10_2*	Tested - acceptable	Employees and payroll_Recent changes in benefits paid or provided to employees
2	Q11	Tested - acceptable	Employees and payroll_Benefits paid or provided to laid off employees
2	Q12	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Benefits paid or provided to laid off employees
2	Q12_1*	Tested - acceptable	Employees and payroll_Benefits paid or provided to laid off employees

2	Q12_2*	Tested - acceptable	Employees and payroll_Benefits paid or provided to laid off employees
2	Q13	Tested - acceptable	Employees and payroll_Recent changes in benefits paid or provided to employees
2	Q14	Tested - revised and awaiting 2nd round of testing	Employees and payroll_Recent changes in benefits paid or provided to employees
2	Q15	Tested - acceptable	Employees and payroll_Recent changes in benefits paid or provided to employees
3	Q16	Tested - acceptable	Employees and payroll_General
3	Q17	Tested - acceptable	Employees and payroll_General
3	Q18	Tested - revised and awaiting 2nd round of testing	Employees and payroll_General
3	Q19	Tested - acceptable	Employees and payroll_General
3	Q20	Tested - acceptable	Employees and payroll_General

3	Q21	Tested - acceptable	Employees and payroll_General
3	Q22	Tested - acceptable	Employees and payroll_General
3	Q23	Tested - acceptable	Employees and payroll_General
3	Q24	Tested - acceptable	Employees and payroll_Voluntary turnover
3	Q25	Tested - acceptable	Employees and payroll_Changes in number of employees
3	Q26	Tested - acceptable	Employees and payroll_Changes in payroll
3	Q27	Tested - acceptable	Employees and payroll_Changes in payroll
3	Q28	Tested - acceptable	Employees and payroll_Changes in payroll
4	Q29	Tested - revised and awaiting 2nd round of testing	Provision of services_Changes in number of clients served or service offering(s)
4	Q30	Tested - acceptable	Provision of services_Changes in number of clients served or service offering(s)
4	Q31	Tested - acceptable	Revenue, expenses, etc._Changes in sales or revenue
4	Q32	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Changes in sales or revenue

4	Q33**	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Changes in sales or revenue
4	Q34**	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Changes in sales or revenue
4	Q35**	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Changes in sales or revenue
4	Q36	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Changes in sales or revenue
4	Q37	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Changes in sales or revenue
4	Q38	Tested - acceptable	Revenue, expenses, etc._Changes in sales or revenue
4	Q39	Tested - acceptable	Revenue, expenses, etc._General
4	Q40	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._General
4	Q41	Tested - acceptable	Revenue, expenses, etc._General
4	Q42	Tested - acceptable	Revenue, expenses, etc._Application for and use of government loans/assistance
4	Q43	Tested - acceptable	Revenue, expenses, etc._Application for and use of government loans/assistance
4	Q44	Tested - acceptable	Revenue, expenses, etc._Application for and use of government loans/assistance
5	Q45	Tested - acceptable	Provision of services_New services
5	Q46	Tested - acceptable	Provision of services_New services
5	Q47	Tested - acceptable	Provision of services_Services eliminated

5	Q48	Tested - acceptable	Provision of services_Services eliminated
5	Q49	Tested - acceptable	Revenue, expenses, etc._Application for and use of government loans/assistance
5	Q50	Tested - acceptable	Revenue, expenses, etc._Application for and use of government loans/assistance
5	Q51	Tested - acceptable	Revenue, expenses, etc._Changes in business forecast
5	Q52	Tested - acceptable	Revenue, expenses, etc._Changes in capital expenditure plans
5	Q53	Tested - acceptable	Revenue, expenses, etc._Changes in operating budget
5	Q54	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Changes in sales or revenue
5	Q55	Tested - acceptable	Revenue, expenses, etc._Changes in expenses
5	Q56	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Changes in expenses
5	Q57	Tested - acceptable	Revenue, expenses, etc._Access to private sources of capital (e.g., applying for a loan, receiving a loan)



5	Q58	Tested - acceptable	Revenue, expenses, etc._Access to private sources of capital (e.g., applying for a loan, receiving a loan)
5	Q59	Tested - acceptable	Revenue, expenses, etc._Access to private sources of capital (e.g., applying for a loan, receiving a loan)
5	Q60	Tested - acceptable	Revenue, expenses, etc._Application for and use of government loans/assistance
5	Q61	Tested - revised and awaiting 2nd round of testing	Revenue, expenses, etc._Application for and use of government loans/assistance
5	Q62	Tested - acceptable	Revenue, expenses, etc._Changes to operating budget
5	Q63	Tested - acceptable	Revenue, expenses, etc._Changes to operating budget
6	Q64	Tested - revised and awaiting 2nd round of testing	Changes in manufacturing production_General
6	Q65	Tested - acceptable	Changes in manufacturing production_General
6	Q66	Tested - acceptable	Changes in manufacturing production_General
6	Q67	Tested - acceptable	Changes in manufacturing production_Elimination of certain goods being produced
6	Q68	Tested - acceptable	Changes in manufacturing production_Elimination of certain goods being produced
6	Q69	Tested - revised and awaiting 2nd round of testing	Changes in manufacturing production_Elimination of certain goods being produced

6	Q70	Tested - acceptable	Changes in manufacturing production_Shift in the production line and return to original production
6	Q71	Tested - acceptable	Changes in manufacturing production_Production of new goods
6	Q72	Tested - revised and awaiting 2nd round of testing	Changes in supply chain_Problems with current supply chain
6	Q73	Tested - acceptable	Changes in manufacturing production_Changes in production costs
6	Q74	Tested - revised and awaiting 2nd round of testing	Changes in supply chain_New supply chain options
7	Q75	Tested - acceptable	Changes in manufacturing production_General
7	Q76	Tested - acceptable	Changes in manufacturing production_Halt in production
7	Q77	Tested - acceptable	Changes in manufacturing production_Shift in the production line and return to original production
7	Q78	Tested - acceptable	Changes in manufacturing production_Shift in the production line and return to original production
7	Q79	Tested - acceptable	Changes in manufacturing production_General
7	Q80	Tested - acceptable	Changes in manufacturing production_Backlogs / unfilled orders

7	Q81	Tested - revised and awaiting 2nd round of testing	Changes in supply chain_General
7	Q82	Tested - revised and awaiting 2nd round of testing	Changes in supply chain_General
7	Q83	Tested - acceptable	Changes in supply chain_Problems with current supply chain
7	Q84	Tested - acceptable	Changes in supply chain_New supply chain options
7	Q85	Tested - acceptable	Changes in manufacturing production_Shift in the production line and return to original production
7	Q86	Tested - acceptable	Changes in manufacturing production_Shift in the production line and return to original production
8	Q87	Tested - revised and awaiting 2nd round of testing	Misc_Inventory losses
8	Q88	Tested - revised and awaiting 2nd round of testing	Misc_Inventory losses
8	Q89	Tested - acceptable	Misc_Inventory losses
8	Q90	Tested - revised and awaiting 2nd round of testing	Misc_Inventory losses
8	Q91	Tested - revised and awaiting 2nd round of testing	Misc_Shipment delays
8	Q92	Tested - revised and awaiting 2nd round of testing	Misc_Shipment delays

8	Q93	Tested - acceptable	Misc_Shipment delays
8	Q94	Tested - revised and awaiting 2nd round of testing	Misc_Shipment delays
8	Q95	Being tested	Misc_Product donations
8	Q96	Being tested	Misc_Product donations
9	Q97	Being tested	Changes in operations_General
9	Q98	Being tested	Changes in operations_General
9	Q99	Being tested	Changes in operations_Changes in hours worked
9	Q100	Being tested	Closures and work location_Temporary vs. permanent closures
9	Q101	Being tested	Changes in operations_Changes in hours worked / Closures and work location_Temporary vs. permanent closures
9	Q102	Being tested	Closures and work location_Building closures / changes in amount of commercial space leased
9	Q103	Being tested	Changes in operations_Changes in hours worked
9	Q104	Being tested	Changes in operations_Operating at a decreased/increased capacity
9	Q105	Being tested	Changes in operations_General
9	Q106	Being tested	Changes in operations_Changes in level of operations
9	Q107	Being tested	Changes in operations_Changes in physical/site operations
10	Q108	Being tested	Changes in operations_Changes in level of operations
10	Q109	Being tested	Closures and work location_Temporary vs. permanent closures
10	Q110	Being tested	Closures and work location_Temporary vs. permanent closures
10	Q111	Being tested	Closures and work location_Temporary vs. permanent closures
10	Q112	Being tested	Closures and work location_Temporary vs. permanent closures

10	Q113	Being tested	Closures and work location_Changes in work location / remote work
10	Q114	Being tested	Changes in operations_Changes in level of operations
10	Q115	Being tested	Closures and work location_Building closures / changes in amount of commercial space leased
10	Q116	Being tested	Closures and work location_Building closures / changes in amount of commercial space leased
10	Q117	Being tested	Closures and work location_Building closures / changes in amount of commercial space leased
10	Q118	Being tested	Closures and work location_Building closures / changes in amount of commercial space leased
10	Q119	Being tested	Closures and work location_Building closures / changes in amount of commercial space leased
11	Q120	Being tested	Changes in operations_Changes in level of operations
11	Q121	Being tested	Changes in operations_Permanent changes to business practices
11	Q122	Being tested	Changes in operations_Changes in level of operations
11	Q123	Being tested	Changes in operations_Changes in hours worked
11	Q124	Being tested	Closures and work location_Changes in work location / remote work
11	Q125*	Being tested	Closures and work location_Changes in work location / remote work
11	Q126*	Being tested	Closures and work location_Changes in work location / remote work

11	Q127	Being tested	Changes in operations_Changes in hours worked
11	Q128	Being tested	Closures and work location_Changes in work location / remote work
11	Q129	Being tested	Misc_Product donations
11	Q130	Being tested	Misc_Product donations
12	Q131	Being tested	Closures and work location_Temporary vs. permanent closures
12	Q132	Being tested	Changes in operations_Changes in physical/site operations
12	Q133	Being tested	Changes in operations_Changes in physical/site operations
12	Q134	Being tested	Changes in operations_Changes in physical/site operations
12	Q135	Being tested	Changes in operations_Temporary changes in business travel
12	Q136	Being tested	Changes in operations_Permanent changes to business practices
12	Q137	Being tested	Changes in operations_Permanent changes to business practices
12	Q138	Being tested	Closures and work location_Changes in work location / remote work
12	Q139	Being tested	Closures and work location_Changes in work location / remote work
12	Q140	Being tested	Closures and work location_Changes in work location / remote work
12	Q141	Being tested	Closures and work location_Changes in work location / remote work
12	Q142	Being tested	Closures and work location_Changes in work location / remote work
Excluded	Excluded	Previously tested by Census Bureau – acceptable	Changes in operations_Changes in level of operations
Excluded	Excluded	Previously tested by Census Bureau – acceptable	Changes in operations_Temporary changes in business travel
Excluded	Excluded	Previously tested by Census Bureau – acceptable	Closures and work location_Temporary vs. permanent closures

Excluded	Excluded	Previously tested by Census Bureau - acceptable	Changes in manufacturing production_Halt in production
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Insurance claims for loss of inventory, building damage,
TBD	TBD	To be tested	Misc_Share of the emergency's impact covered by insurance, subsidies
TBD	TBD	To be tested	Misc_Share of the emergency's impact covered by insurance, subsidies
TBD	TBD	To be tested	Misc_Share of the emergency's impact covered by insurance, subsidies
TBD	TBD	To be tested	Misc_Permits
TBD	TBD	To be tested	Misc_Permits
TBD	TBD	To be tested	Misc_Permits
TBD	TBD	To be tested	Misc_Permits
TBD	TBD	To be tested	Misc_Permits
TBD	TBD	To be tested	Misc_Permits
TBD	TBD	To be tested	Emergency preparedness_Emergency management





TBD	TBD	To be tested	Emergency preparedness_Physical surroundings/Building construction
TBD	TBD	To be tested	Emergency preparedness_Physical surroundings/Building construction
TBD	TBD	To be tested	Emergency preparedness_Physical surroundings/Building construction
TBD	TBD	To be tested	Emergency preparedness_Physical surroundings/Building construction
TBD	TBD	To be tested	Emergency preparedness_Physical surroundings/Building construction
TBD	TBD	To be tested	Emergency preparedness_Physical surroundings/Building construction
TBD	TBD	To be tested	Emergency preparedness_Systems protection
TBD	TBD	To be tested	Emergency preparedness_Systems protection
TBD	TBD	To be tested	Emergency preparedness_Systems protection
TBD	TBD	To be tested	Emergency preparedness_Systems protection
TBD	TBD	To be tested	Emergency preparedness_Systems protection

### Original or Revised Question Text (Quex Bank version or Round 2 Testing)

From <date 1> to <date 2>, how did this <business/agency/etc.> change the following aspects of staffing as the result of <event>? <worker specification as needed>

From <date 1> to <date 2>, how did this <business/agency/etc.> change the total number of shifts <for hourly employees> as the result of <event>? <worker specification as needed>

From <date 1> to <date 2>, how did this <business/agency/etc.> change bonuses as a result of <event>? <worker specification as needed>

How many of this <business/agency/etc.>'s employees were classified as the following types of workers on <date 1> and <date 2>? Enter 0 if the <business/agency/etc.> has no workers of that type.

Between <date 1> and <date 2>, what percentage of the following types of workers did this <business/agency/etc.> lay off temporarily and permanently as a result of <event>?

Temporarily laid off workers are those who have been given a date to return to work or who are expected to return to work within 6 months. Permanently laid off workers have no expectation of being rehired within 6 months. Estimates are acceptable. Enter 0 if no layoffs.

Between <date 1> and <date 2>, what percentage of part-time <paid> employees (workers who received a W-2) did this <business/agency/etc.> lay off temporarily and permanently as a result of <event>? Temporarily laid off workers are those who have been given a date to return to work or who are expected to return to work within 6 months. Permanently laid off workers have no expectation of being rehired within 6 months. Estimates are acceptable. Enter 0 if no layoffs.

Between <date 1> and <date 2>, what percentage of temporary staff, leased employees, contractors, subcontractors, independent contractors, and outside consultants did this <business/agency/etc.> lay off temporarily and permanently as a result of <event>? Temporarily laid off workers are those who have been given a date to return to work or who are expected to return to work within 6 months. Permanently laid off workers have no expectation of being rehired within 6 months. Estimates are acceptable. Enter 0 if no layoffs.

From <date 1> to <date 2>, how did the following factors related to <event> change this <business/agency/etc.>'s total number of <paid> employees?

From <date 1> to <date 2>, what percentage of temporarily laid off <paid> employees did this <business/agency/etc.> recall or rehire?

Temporarily laid off workers are those who have been given a date to return to work or who are expected to return to work within 6 months. Enter 0 if no temporarily laid off workers have been recalled or rehired

Did this <business/agency/etc.> receive <an event>-related loan or grant tied to recalling or rehiring <paid> employees or maintaining employees on the payroll <such as <examples TBD>>?

Compared to what was normal before <event>, how many hours did temporarily laid off employees have in the month after they returned to work? <Instructions for defining and producing HR records as needed (e.g., include/do not include seasonal employees).> Select all that apply.

Temporarily laid off employees are those who have been given a date to return to work or who are expected to return to work within 6 months.

Compared to what was normal before <event>, what changes did temporarily laid off employees have in their salary or wages when they returned to work? <Instructions for defining and producing HR records as needed (e.g., include/do not include seasonal employees).> Select all that apply.

Temporarily laid off employees are those who have been given a date to return to work or who are expected to return to work within 6 months.

From <date 1> to <date 2>, did this <business/agency/etc.> offer the following benefits to <all/any> <paid> employees? <Include benefits paid for by employers and employees.>

From <date 1> to <date 2>, what changes did this <business/agency/etc.> make to the following benefits for <any/all> <paid> employees as a result of <event>? <Include benefits paid for by employers and employees.> Select all that apply.

From <date 1> to <date 2>, what changes did this <business/agency/etc.> make to critical illness insurance for <any/all> <paid> employees as a result of <event>?

Critical illness insurance is a special form of insurance that pays the policyholder a lump-sum, tax-free payment if they suffer from serious illness, including but not limited to cancer, heart attack, kidney failure and stroke.

<Include benefits paid for by employers and employees.> Select all that apply.

From <date 1> to <date 2>, what changes did this <business/agency/etc.> make to paid time off such as vacation or sick leave for <any/all> <paid> employees as a result of <event>? <Include benefits paid for by employers and employees.> Select all that apply.

From <date 1> to <date 2>, did this <business/agency/etc.> continue to pay all or a portion of health insurance premiums for any <paid> employees who were temporarily laid off as a result of <event>?

Temporarily laid off workers are those who have been given a date to return to work or who are expected to return to work within 6 months.

From <date 1> to <date 2>, what changes did this <business/agency/etc.> make to the following benefits for <any/all> <paid> employees who were temporarily laid off as a result of <event>? <Include benefits paid for by employers and employees.> Select all that apply.

Temporarily laid off workers are those who have been given a date to return to work or who are expected to return to work within 6 months.

From <date 1> to <date 2>, what changes did this <business/agency/etc.> make to health insurance for <any/all> <paid> employees who were temporarily laid off as a result of <event>?

Temporarily laid off workers are those who have been given a date to return to work or who are expected to return to work within 6 months.

<Include benefits paid for by employers and employees.> Select all that apply.

From <date 1> to <date 2>, what changes did this <business/agency/etc.> make to Employee Assistance Program (EAP) services for <any/all> <paid> employees who were temporarily laid off as a result of <event>?

Temporarily laid off workers are those who have been given a date to return to work or who are expected to return to work within 6 months.

<Include benefits paid for by employers and employees.> Select all that apply.

From <date 1> to <date 2>, how many paid sick days did this <business/agency/etc.> voluntarily add to its sick leave policy <for <all/any> <paid> employees> as a result of <event>? Do not include state or federally mandated paid leave.

[GATE] Between <date1> to <date2>, did this <business/agency/etc.>'s sick leave policy include unpaid sick days?

[IF GATE = YES] From <date1> to <date2>, how many unpaid sick days did this <business/agency/etc.> voluntarily add to its sick leave policy as a result of <event>? Do not include state or federally mandated unpaid leave.

[Ask if Q13>1] Are any of the changes this <business/agency/etc.> made between <date 1> and <date 2> to its sick leave policy as a result of <event> temporary? Do not include state or federally mandated changes to paid or unpaid leave.

From <date 1> to <date 2>, did this <business/agency/etc.> take the following actions related to staffing as a result of <event>?

How likely do you think this <business/agency/etc.> is to take the following actions related to staffing in <future time period> as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> take the following actions related to compensation as a result of <event>?

How likely do you think this <business/agency/etc.> is to take the following actions related to compensation in <future time period> as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> take the following actions related to shifts or hours as a result of <event>?

How likely do you think this <business/agency/etc.> is to take the following actions related to shifts or hours in <future time period> as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> have less difficulty, no change, or more difficulty in recruiting workers in the following occupations compared to what was normal before <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> have less difficulty, no change, or more difficulty in retaining workers in the following occupations compared to what was normal before <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> have higher than usual, no change in, or lower than usual voluntary <paid> employee turnover as a result of <event>? Voluntary turnover occurs when an employee chooses to leave a position that then needs to be refilled.

From <date 1> to <date 2>, how did the number of <employee type> at this <business/agency/etc.> change as a result of <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.>'s total payroll for <employee type> change as a result of <event>?

What was this <business/agency/etc.>'s total payroll for <employee type> in <quarter>?

How did this <business/agency/etc.>'s total payroll for <paid> employees for the <quarter> change as the result of <event>?

From <date1> to <date2>, how much did demand for this <business/agency/etc.>'s goods or services change compared to what was normal before <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.>'s client/customer base change as a result of <event>?

How did the prices of goods or services sold by this <business/agency/etc.> change from <date 1> to <date 2> compared to what was normal before <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.>'s number of order cancellations change compared to what was normal before <event>? <a brief definition of order cancellation to be provided for comprehension testing in Round 2>

From <date 1> to <date 2>, how did this <business/agency/etc.>'s <net/gross> profits change compared to what was normal before <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.>'s <revenues/sales/receipts> change compared to what was normal before <event>?

How much did this <business/agency/etc.>'s <revenues/sales/receipts> change in the <quarter> of <year> (month 1 - month 2) compared to what was normal before the <event>?

From <date 1> to <date 2>, did the following factors limit this <business/agency/etc.>'s <revenues/sales/receipts>?

From <date 1> to <date 2>, how did this the <business/agency/etc.>'s <revenues/sales/receipts> for goods or services sold online change compared to what was normal before <event>?

Do you anticipate that the changes in this <business/agency/etc.>'s <revenues/sales/receipts> for goods or services sold online in <time period (date 1 - date 2)> are temporary?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> require any additional financial assistance or loans to continue operation?

From <date 1> to >date 2>, as a result of <event>, did this <business/agency/etc.> apply for any additional financial assistance or loans to continue operation?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> receive any additional financial assistance or loans to continue operation?

As a result of <event>, did this <business/agency/etc.> apply for any government loans or assistance from <date 1> to <date 2>?

As a result of <event>, did this <business/agency/etc.> receive any government loans or assistance from <date 1> to <date 2>?

What was the total dollar amount of government loans and assistance this <business/agency/etc.> received from <date 1> to <date 2>?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> provide new goods and/or services?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> do the following regarding the goods and/or services it offers?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> eliminate any of the goods and/or services it usually offers?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> suspend any of the goods and/or services it usually offers?

Since <date 1>, from which of the following sources has this <business/agency/etc.> requested financial assistance as a result of <event>? Select all that apply.

Since <date 1>, from which of the following sources has this <business/agency/etc.> received financial assistance as a result of <event>? Select all that apply.

As a result of <event>, how did this <business/agency/etc.>'s original revenue forecast for <time period 1> change as compared <time period 2>?

As a result of <event>, how did this <business/agency/etc.> change its budgeted capital expenditures for <time period>? Select all that apply.

From <date 1> to <date 2>, how did this <business/agency/etc.>'s operating budget change compared to the normal budget in <previous time period> before <event>?

From <date 1> to <date 2>, as the result of <event>, how did this <business/agency/etc.>'s operating <revenues/sales/receipts> change compared to the normal budget in <previous time period> before <event>? Do not include any financial assistance or loans.

From <date 1> to <date 2>, how did this <business/agency/etc.>'s expenses change compared to what was normal before <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> take the following measures as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> already have a business term loan or a line of credit?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> ask its lender about deferring payments for a business term loan or a line of credit?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.>'s lender allow for payment deferral for this <business/agency/etc.>'s business term loan or line of credit?

From <date 1> to <date 2>, did this <business/agency/etc.> receive any financial assistance related to <event>?

Did this <business/agency/etc.> spend this financial assistance on the following?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> ask its lender or property owner about deferring rent or mortgage payments?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.>'s lender or property owner allow for rent or mortgage payment deferral?

From <date 1> to <date 2>, as a result of <event>, how did this <business/agency/etc.>'s production of goods change compared to what was normal before <event>?

From <date 1> to <date 2>, why did this <business/agency/etc.>'s production decrease compared to what was normal before <event>? Select all that apply.

From <date 1> to <date 2>, how many days of production were lost as a result of <event>? Please enter "0" if none.

From <date 1> to <date 2>, did this <business/agency/etc.> stop production of any good that it usually produces as a result of <event>?

Was this stop in production permanent or temporary?

From <date 1> to <date 2>, did <event> cause this <business/agency/etc.> to stop production of any goods that it usually produces due to the following?



How long do you think it will take for this <business/agency/etc.>'s production of goods to return to what was normal before <event>?

From <date 1> to <date 2>, as a result of <event>, did this this <business/agency/etc.> produce new goods and/or provide new services?

From <date 1> to <date 2>, did this <business/agency/etc.> experience disruptions in receiving materials used in production as a result of <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.>'s prices from suppliers change compared to what was normal before <event>?

From <date 1> to <date 2>, did this this <business/agency/etc.> identify new suppliers as a result of <event>?

From <date 1> to <date 2>, how much did <event> <positively/negatively> impact this <business/agency/etc.>'s manufacturing production?

From <date 1> to <date 2>, did this <business/agency/etc.> cease production for at least one day as a result of <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.> change its production of goods compared to what was normal before <event>? Select all that apply.

Are these changes to production permanent or temporary?

Over the next <time period (date 1 to date 2)>, how do you expect this <business/agency/etc.>'s overall production levels to change compared to what was normal before <event>?

As of <date 2>, how were this <business/agency/etc.>'s unfilled orders (order backlog) affected by <event>, compared to what was normal before <event>?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> experience a change in lead time required for delivery of any materials used in production?

[If Yes] From <date 1> to <date 2>, how did the lead time required for delivery of any materials used in production change compared to what was normal before <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.> change its level of inventories used to support production compared to what was normal before <event>? Please only consider changes to inventories related to <event>.

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> experience disruptions in transporting or shipping final products to customers?

From <date1> to <date2>, will this <business/agency/etc.> need to identify new supply chain options as a result of <event>?

From <date 1> to <date 2>, how did the President's decision to invoke the Defense Production Act change this <business/agency/etc.>'s production of goods compared to what was normal before <event>? Select all that apply.

Are these changes to production permanent or temporary?

From <date1> to <date 2>, as the result of <event>, did the following cause damage to this <business/agency/etc.>'s inventory?

From <date 1> to <date 2>, as a result of <event>, did this <business/agency/etc.> write off any inventories (e.g., finished goods, raw materials) as damaged, lost, or decreased in value?

[Gate for Q90] From <date 1> to <date 2>, did this <business/agency/etc.> experience any inventory losses as a result of <event>?

[If Q89 = yes] What was the total dollar amount of the losses for all inventory that this <business/agency/etc.> experienced?

Please include amount before compensation. Estimates are acceptable.

From <date 1> to <date 2>, did this <business/agency/etc.> experience delays in supplier shipments due to <event>?

[If yes] From <date 1> to <date 2>, did delays in supplier shipments due to <event> impact this <business/agency/etc.>'s first quarter <revenues/sales/shipments>?

From <date 1> to <date 2>, did this <business/agency/etc.> sell any goods or services online?

[If Yes] From <date 1> to <date 2>, how much did <event> delay the transportation of goods from this <business/agency/etc.>'s online sales to customers compared to what was normal before <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.> change the timing of its shipments to customers as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> reroute its shipments to customers in any way as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> donate any products as a result of <event>?

What was the value of donated products? Estimates are acceptable.

From <date 1> to <date 2>, did your <business/agency/etc.> make any of the following arrangements with suppliers as a result of <event>?

From <date 1> to <date 2>, did your <business/agency/etc.> move up the collection of money owed from customers/clients as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> change its hours of operation as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> close temporarily?

From <date 1> to <date 2>, did the following factors <related to <event>> influence this <business/agency/etc.>'s decision to <change its hours of operation or close temporarily>?

In the next <time period (date 1 – date 2)>, do you anticipate that this <business/agency/etc.> will temporarily or permanently close any locations?

From <date 1> to <date 2>, how did the total number of hours worked by the following types of workers change compared to what was normal before <event>?

From <date 1> to <date 2>, how many days was this <business/agency/etc.> operating at a decreased capacity as result of <event>?

From <date 1> to <date 2>, did any of this <business/agency/etc.>'s locations adopt pickup/carry-out/delivery as their only means of providing goods and services to their customers?

From <date 1> to <date 2>, was this <business/agency/etc.> designated as essential or non-essential as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> make changes to its business processes to promote social distancing as a result of <event>?

From <date 1> to <date 2>, how did this <business/agency/etc.>'s level of on-site operations change compared to what was normal before <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> temporarily close any of its locations for at least one day as a result of <event>?

From <date 1> to <date 2>, how many locations did this <business/agency/etc.> temporarily close for at least one day as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> permanently close any of its locations as a result of <event>?

From <date 1> to <date 2>, how many locations did this <business/agency/etc.> permanently close as a result of <event>?

From <date 1> to <date 2>, what percent of all <paid> employees at this <business/agency/etc.> worked from home at the following frequencies? Enter 0 if none. Estimates are acceptable.

In your opinion, how much time do you anticipate will pass before this <business/agency/etc.>'s total number of <paid> employees returns to what was normal before <event>?

On <date 1>, did this <business/agency/etc.> lease any real estate properties?

On <date 1>, what percentage of this <business/agency/etc.>'s leased real estate properties were unoccupied?

From <date 1> to <date 2>, did this <business/agency/etc.> lease any assets?

From <date 1> to <date 2>, did this <business/agency/etc.> make the following changes to its approach to leasing assets as a result of <event>?

From <future date 1> to <future date 2>, will this <business/agency/etc.> make the following changes to its approach to leasing assets as a result of <event>?

Which of the following best describes this <business/agency/etc.>'s operations from <date 1> to <date 2>? Select all that apply.

Did <event> result in any permanent changes to business practices?

From <date 1> to <date 2>, what was the total amount of time this <business/agency/etc.> was closed to the public <as a result of event>? If this <business/agency/etc.> is still closed to the public, please report the time it has been closed so far.

From <date 1> to <date 2>, how did the <average/total> number of <annual/weekly/monthly/etc.> hours worked <by <employee type>> <at this <business/agency/etc.>> change compared to what was normal before <event>?

From <date 1> to <date 2>, what percentage of this <business/agency/etc.>'s workforce changed in the following ways? Enter 0 if none. Estimates are acceptable.

From <date 1> to <date 2>, what percentage of this <business/agency/etc.>'s workforce moved from working on-site to working from home? Enter 0 if none. Estimates are acceptable.

From <date 1> to <date 2>, what percentage of this <business/agency/etc.>'s workforce moved from working from home to working on-site? Enter 0 if none. Estimates are acceptable.

From <date 1> to <date 2>, what percentage of this <business/agency/etc.>'s workforce returned from temporary layoff to working on-site? Enter 0 if none. Estimates are acceptable.

From <date 1> to <date 2>, what percentage of this <business/agency/etc.>'s workforce returned from temporary layoff to working from home? Enter 0 if none. Estimates are acceptable.

From <date 1> to <date 2>, how did the total number of hours this <business/agency/etc.>'s <paid> employees worked from home change compared to what was normal before <event>?

From <date 1> to <date 2>, did any of the following factors limit the ability of this <business/agency/etc.>'s <paid> employees to work from home? Select all that apply.

From <date 1> to <date 2>, did this <business/agency/etc.> donate any products as a result of <event>?

What was the value of donated products? Estimates are acceptable.

What is the current state of this <business/agency/etc.>?

From <date 1> to <date 2>, did this <business/agency/etc.> experience interruptions to the following services as a result of <event>?

From <date 1> to <date 2>, were this <business/agency/etc.>'s <paid> employees unable to access any tools they needed to perform their jobs (such as computers, files, inventory, etc.) as a result of <event>?

From <date 1> to <date 2>, how did <utility service interruptions or losing access to these tools> affect this <business/agency/etc.>'s operations?

From <date 1> to <date 2>, how did this <business/agency/etc.>'s business travel expenditures for air, rail, car rental or lodging change compared to what was normal before <event>?

In <time period 1 (date 1–date 2)> and <time period 2 (date 3 – date 4)>, what percentage of this <business/agency/etc.>'s goods or services were sold using the following methods? Enter 0 if none. Estimates are acceptable.

From <date 1> to <date 2>, did this <business/agency/etc.> make any changes to its principal method of selling goods or services as a result of <event>?

Does this <business/agency/etc.> have any locations in the area impacted by <event>?

Thinking about this <business/agency/etc.>'s <paid> employees that usually work at locations impacted by <event>, from <date 1> to <date 2>, where did these <paid> employees work?

From <date 1> to <date 2>, how many <paid> employees who usually work on-site did this <business/agency/etc.> shift to working from home as a result of <event>?

Thinking of these <paid> employees who have shifted to working from home, in <future time period (date 1 – date 2)>, how many of these <paid> employees will continue to work from home?

From <date 1> to <date 2>, did this <business/agency/etc.> purchase any equipment or software for <paid> employees to use while working from home as a result of <event>?

In your opinion, how much time do you anticipate will pass before this <business/agency/etc.>'s revenues return to what was normal before <event>?

In <time period (dates) before event>, did this <business/agency/etc.> have business travel expenditures for air, rail, car rental or lodging?

During <time period (date 1 – date 2)>, did this <business/agency/etc.> do any of the following for at least one day <as a result of event>? Select all that apply.

In <<time period (date 1 – date 2) >/<quarter (month 1 – month 2)>>, for how many days did this <business/agency/etc.> cease production <as a result of event>? Enter 0 if production did not cease for at least 1 day.

From <date 1> to <date 2>, were any of this <business/agency/etc.>'s structures damaged or destroyed as a result of <event>?

From <date 1> to <date 2>, was any of this <business/agency/etc.>'s equipment damaged or destroyed as a result of <event>?

From <date 1> to <date 2>, what was the total dollar amount of the losses for all structures and equipment that this <business/agency/etc.> experienced as a result of <event>? Please include amount before compensation. If none, enter 0. Estimates are acceptable.

From < future date 1> to <future date 2>, does this <business/agency/etc.> plan to rebuild any of its structures that were destroyed as a result of <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> submit any insurance claims related to <event>?

From <date 1> to <date 2>, did this <business/agency/etc.> submit any insurance claims related to <event> for the following?

From <date 1> to <date 2>, did <event> cause any damage to this <business/agency/etc.>'s structures that was not covered by insurance?

From <date 1> to <date 2>, did <event> cause any damage to this <business/agency/etc.>'s equipment that was not covered by insurance?

From <date 1> to <date 2>, did <event> cause any losses to this this <business/agency/etc.>'s revenue?

[IF YES] Was any of this lost revenue not covered by insurance?

What percentage of the damage to structures caused by <event> was covered by this <business/agency/etc.>'s insurance? Estimates are acceptable.

What percentage of the damage to equipment caused by <event> was covered by this <business/agency/etc.>'s insurance? Estimates are acceptable.

What percentage of lost revenue caused by <event> was covered by this <business/agency/etc.>'s insurance? Estimates are acceptable.

From <date 1> to <date 2>, was this office unable to issue permits as a result of a closure, lack of staffing, or any other reason?

[If yes] From <date 1> to <date 2>, were permit backlogs caused as a result of a closure, lack of staffing, or any other reason?

[If yes] From <date 1> to <date 2>, were permit backlogs cleared by the end of the reporting month or delayed into a future month?

From <date 1> to <date 2>, did <event> cause this <business/agency/etc.> to delay applying for permits needed to complete work?

From <date 1> to <date 2>, did this <business/agency/etc.> experience any delays from the permit office in receiving permits needed to complete work <as a result of event>?

From <date 1> to <date 2>, did this Building Permit Office change how permits were issues in any of the following ways?

Before <date/event>, did this <business/agency/etc.>'s <paid> employees receive any emergency preparedness training?

Before <date/event>, did this <business/agency/etc.> have an emergency response plan in place?

Before <date/event>, did this <business/agency/etc.> have the following in place?

From <date 1> to <date 2>, did this <business/agency/etc.> use the following?

From <date 1> to <date 2>, how often did this <business/agency/etc.> communicate its operating status to key persons, such as <paid> employees, customers, vendors, or suppliers?

[IF 5 != (NOT AT ALL | NOT APPLICABLE)] From <date 1> and <date 2>, how did this <business/agency/etc.> communicate its operating status to key persons, such as <paid> employees, customers, vendors or suppliers? Select all that apply.

On <date>, was this <business/agency/etc.> covered by the following types of insurance?

For <event>, what was the length of the maximum indemnity period in this <business/agency/etc.>'s business interruption policy? A maximum indemnity period is the length of time after an insured event that an insurance company will provide coverage.

Do you think the maximum indemnity period in this <business/agency/etc.>'s business interruption policy will be adequate for <event>?

Did this <business/agency/etc.> have an extended period of indemnity (EPI) option for <event>? An extended period of indemnity is optional coverage that extends the length of time a business is covered by insurance.

[IF 9 = YES] For <event>, what was the length of this <business/agency/etc.>'s extended period of indemnity (EPI) option?

Before <date/event>, did this <business/agency/etc.> have an employee assistance program (EAP) in place that provided staff with free short-term services?

From <date 1> to <date 2>, did this <business/agency/etc.> promote any employee assistance program (EAP) services to its <paid> employees?

From <date 1> to <date 2>, how did the number of <paid> employees using this <business/agency/etc.>'s employee assistance program (EAP) change compared to what was normal pre-<event>?

On <date>, did any of the structures in which this <business/agency/etc.> operates sustain the following kinds of damage as a result of <event>?

[IF YES TO ANY IN 13]. Which parts of the structures sustained physical damage as a result of <event>? Select all that apply.

[IF YES TO ANY IN 13] What caused damage to the structures? Select all that apply.

Before <date/event>, did this <business/agency/etc.> have a plan to continue operating if its structure(s) could not be accessed?

Before <date/event>, did this <business/agency/etc.> have a plan to continue operating without access to equipment it typically uses?

Before <date/event>, did this <business/agency/etc.> have a plan in place to continue operating without one or more utilities, such as electricity, gas, water, internet, or telecommunications?

Before <date/event>, did this <business/agency/etc.> conduct a business impact analysis? A business impact analysis is used to assess the importance of different business activities and the resources/processes needed to return to operations after a business disruption.

Before <date/event>, did this <business/agency/etc.> have a business continuity plan in place? A business continuity plan contains critical information an organization needs to continue operating during an unplanned event.

[IF YES TO 18] Before <date/event>, did this <business/agency/etc.> conduct exercises to evaluate the effectiveness of its business continuity plan?

<Between <date> and <date>/On <date>>, did this <business/agency/etc.> use any of the following information from its business continuity plan?

<On <date>/Between <date 1> and <date 2>>, which of the following did this <business/agency/etc.> experience as a result of <event>? Select all that apply.

<On <date>/Between <date 1> and <date 2>>, how successful was this <business/agency/etc.>'s business continuity plan at minimizing disruptions <resulting from <event>>?

Before <date/event>, did this <business/agency/etc.> have a plan for storing electronic business records <in case of <event type>>?

<On <date>/Between <date 1> and <date 2>>, were any of this <business/agency/etc.>'s electronic business records compromised as a result of <event>?

<On <date>/Between <date 1> and <date 2>>, did this <business/agency/etc.> have a backup of its electronic business records?

How often does this <business/agency/etc.> back up the following?

<On <date>/Between <date 1> and <date 2>>, did this <business/agency/etc.> lose any of the following as a result of <event>?



**If grid, subitems**

Full-time <paid> employees (workers who received a W-2)  
Part-time <paid> employees (workers who received a W-2)  
Workers who do not fall into any of the categories above

Temporary layoffs (workers are given a date to return to work or are expected to return to work within 6 months)  
Permanent layoffs (workers have no expectation of being rehired within 6 months)  
Hiring freezes  
Hiring additional <paid> employees

Temporary layoffs (workers are given a date to return to work or are expected to return to work within 6 months)  
Permanent layoffs (workers have no expectation of being rehired within 6 months)  
Hiring freezes  
Hiring additional <paid> employees

Hourly wage or salary freezes  
Reduction in hourly wages or salaries  
Increase in hourly wages or salaries  
Bonus freezes or delay  
Emergency bonus pay or hazard pay  
Retirement saving contribution freezes  
Reduction in healthcare benefit coverage

Reduction in overtime  
Increase in overtime  
Reduction in shifts or hours  
Increase in shifts or hours

Reduction in overtime  
Increase in overtime  
Reduction in shifts or hours  
Increase in shifts or hours

Management  
Business and Financial Operations  
Building and Grounds Cleaning and Maintenance  
Sales and Related  
Office and Administrative Support  
Production  
Other (please specify):

Management  
Business and Financial Operations  
Building and Grounds Cleaning and Maintenance  
Sales and Related  
Office and Administrative Support  
Production  
Other (please specify):

Sell a new good or offer a new service that this  
<business/agency/etc.> has never offered before  
Improve a good or service's performance by making changes in  
materials, equipment, software, or other components  
Develop a new use for a good or service  
Add a new feature to a good or service  
Make it easier for customers to use a good or service

## Response options

Increased  
Did not change  
Decreased  
Not applicable

Increased  
Did not change  
Decreased  
Not applicable

Columns: Temporarily laid off, Permanently laid off, Not applicable  
Responses: [text box]

Temporarily laid off [text box] %  
Permanently laid off [text box] %  
Not applicable

Temporarily laid off [text box] %  
Permanently laid off [text box] %  
Not applicable

[text box] %  
Not applicable

Yes  
No

Introduced benefit  
Increased benefit  
Did not change benefit  
Reduced benefit  
Eliminated benefit  
Not applicable

Introduced benefit  
Increased benefit  
Did not change benefit  
Reduced benefit  
Eliminated benefit  
Not applicable

Yes  
No  
Not applicable

Introduced benefit  
Increased benefit  
Did not change benefit  
Reduced benefit  
Eliminated benefit  
Not applicable

Introduced benefit  
Increased benefit  
Did not change benefit  
Reduced benefit  
Eliminated benefit  
Not applicable

0 days  
1-5 days  
6-10 days  
More than 10 days  
Not applicable

Yes  
No  
Not applicable

Yes  
No  
Not applicable

Extremely likely  
Somewhat likely  
Not at all likely

Extremely likely  
Somewhat likely  
Not at all likely

Yes  
No  
Not applicable

Extremely likely  
Somewhat likely  
Not at all likely

Less difficulty  
No change  
More difficulty  
Not applicable

Less difficulty  
No change  
More difficulty  
Not applicable

Higher than usual  
No change  
Lower than usual  
<Don't know>

Increased  
Did not change  
Decreased

Increased  
Did not change  
Decreased

[text box]

Increased  
Did not change  
Decreased

Increased  
Did not change  
Decreased

Prices increased  
Prices did not change  
Prices decreased  
Not applicable



Yes  
No  
<Don't know>

Yes  
No  
<[If yes selected] Please describe: \_\_\_\_\_>

Yes  
No  
<[If yes selected] Please describe: \_\_\_\_\_>

Yes  
No

Yes  
No

\$(text box)

Yes  
No  
<[If yes selected] Please describe: \_\_\_\_\_>

Yes  
No  
Not applicable

Yes  
No  
Not applicable

Yes  
No  
Not applicable

Banks  
Owners  
Family or friends  
<specific Federal programs of interest>  
State or local government programs  
<Event-specific financial assistance>  
Other (please specify)  
Not applicable

Banks  
Owners  
Family or friends  
<specific Federal programs of interest>  
State or local government programs  
<Event-specific financial assistance>  
Other (please specify)  
Not applicable

Increased  
Did not change  
Decreased  
Not applicable

Cancelled budgeted capital expenditure(s)  
Decreased budgeted capital expenditure(s)  
Postponed budgeted capital expenditure(s)  
Increased budgeted capital expenditure(s)  
Introduced new unbudgeted capital expenditure(s)  
No changes  
Not applicable

Increased  
Did not change  
Decreased  
Not applicable

Expenses increased  
Expenses did not change  
Expenses decreased

Yes  
No

Yes  
No

Yes  
No

Yes  
No

Yes  
No  
Not applicable

Yes  
No

- Shortage of materials
- Lack of orders
- Shortage of labor force/skills
- Shortage of fuel or electric energy
- Equipment limitations
- Storage limitations
- Logistics/transportation constraints
- Sufficient inventory of finished goods on hand
- Strike or work stoppage
- Environmental restrictions
- Other (please specify):

[text box]

Yes  
No

- Permanent for all goods
- Temporary for all goods
- Permanent for some goods, temporary for other goods
- Don't know

Less than 1 week  
1 week to less than 1 month  
1 month to less than 3 months  
3 months to less than 6 months  
Longer than 6 months  
Not applicable

Yes  
No  
<[if yes selected] Please describe: \_\_\_\_\_>

Increased  
Did not change  
Decreased

A great deal  
A lot  
A moderate amount  
A little  
Not at all  
<[if any response option other than "Not at all" selected]  
Please describe: \_\_\_\_\_>

Yes  
No

Increased production of goods usually produced  
No change in production of goods usually produced  
Decreased production of goods usually produced  
Stopped production of goods usually produced  
Started production of goods not usually produced  
Not applicable

Permanent for all goods  
Temporary for all goods  
Permanent for some goods, temporary for other goods  
Don't know

Increase by <%> or more  
Increase by up to <%>  
Stay about the same  
Decrease by up to <%>  
Decrease by <%> or more

Increased  
Did not change  
Decreased  
Not applicable

Yes  
No

Yes  
No  
Not applicable

Increased production of goods usually produced  
No change in production of goods usually produced  
Decreased production of goods usually produced  
Stopped production of goods usually produced  
Started production of goods not usually produced  
Not applicable

Permanent for all goods  
Temporary for all goods  
Permanent for some goods, temporary for other goods  
Don't know

Yes  
No

Sped up the timing of shipments

Did not change the timing of shipments

Slowed the timing of shipments

Not applicable

<[If "Sped up" or "Slowed" is selected] Please describe: \_\_\_\_\_>