

PART B - Employing Statistical Methodology

Supporting Statement **OMB 1520-0009**

Request for OMB Approval of a Generic Clearance for Collection of Information at Conferences

B. Collections of Information Employing Statistical Methods

The Bureau of Engraving and Printing's (BEP) use of statistical methods in this outreach effort will be extremely limited. The information collected through the outreach effort will be limited to the number of conference, event, meeting, focus group or other gathering attendees who volunteer to answer questions about the samples presented by BEP representatives. This is estimated to be about 650 total respondents for the life of this approval. The responses will not be representative of any larger group and neither sampling nor any other type of respondent selection method will be used. Because any aggregate results of the outreach effort will not be statistically valid representations of a larger group, and are not meant to be, statistical methods cannot reduce or improve the accuracy of results. The information provided by those volunteers who elect to provide comments will be used in conjunction with other data to help direct BEP's efforts to develop a tactile feature to be included in the next currency redesign.

- 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.**

Respondent Universe:

The respondent universe will consist of approximately 650 volunteers annually who attend various conferences, events, meetings, focus groups or gatherings. In many instances, BEP will staff an information booth at the conference or event and answer any questions of persons that approach the booth. BEP, however, will only speak with attendees who volunteer to visit its sponsored venue or booth. Further, BEP will ask any attendees if they would like to volunteer to answer some questions about potential tactile features that may be incorporated in future designs of U.S. paper currency. Again, the number of members of the public who answer BEP's questions will be limited to only those attendees who volunteer to do so. A similar procedure will be followed at any meetings, gatherings or focus groups hosted by BEP.

No organizations, establishments, State, or local government units will be providing information. BEP will only be collecting information from individuals who volunteer to participate in the information collection. BEP has attended conferences, events, and meetings in the past. By way of example, BEP has attended the California State University Northridge Center on Disabilities (CSUN) previously for purposes of providing updates on steps it has taken to provide meaningful access. BEP bases its estimate of 650 participants across all conferences, events, meetings, focus groups or other gatherings on the number of volunteers it received at prior blind and visually impaired organizations and centers,

conferences, and the annual conventions of the American Council of the Blind (ACB) and National Federation of the Blind (NFB).

Establishments	State Government Units	Local Government Units	Households	Persons
0	0	0	0	650

Total: 650 annually

Expected response rate:

The expected response rate for the collection is 100 percent as BEP will only collect information from individuals who volunteer their participation at any relevant conference, meeting, event, focus group or other gathering and who complete the entire survey.

Collection conducted previously:

An initial collection was approved for up to 1,500 respondents under OMB 1520-0009. The current, expiring collection is approved up to 650 respondents.

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.**

Statistical methodology for stratification and sample selection:

BEP understands that surveying individuals within the blind and visually impaired community at conferences, meetings, events, focus groups and other gatherings will provide important information for achieving meaningful access of currency to blind and visually impaired citizens. These conferences, meetings, events, focus groups and other gatherings attract individuals across a variety of age, gender, ethnic and economic groups. BEP intends to conduct surveys in a variety of locations to ensure responses are received from locations nationwide.

The BEP intends to send personnel to a variety of conferences, including those listed above, to set up a meaningful access information booth in the exhibit hall or other public space available at each conference. At the meaningful access information booth any interested attendee can learn about BEP's efforts regarding meaningful access including the U.S. Currency Reader Program and development of tactile features. In addition, iBill currency readers are distributed to assist in denominating U.S. currency to eligible individuals.

BEP will not select its pool of participants. When coupons are available, BEP intends to coordinate a series of focus groups or small meetings of interested parties to collect their feedback on potential tactile features. Only those individuals who volunteer to participate in the information collection will be included in the pool of participants. At that time, BEP personnel will have available sample coupons with tactile features that interested persons may touch in order to better understand the feature under consideration and will be asked questions about the sample coupons. The sample coupons are the same size and feel as U.S. paper currency. These responses will then be included as part of the analysis to determine how well the selected feature is performing.

No statistical methodology is being utilized for stratification and sample selection. BEP will collect information from only those individuals who volunteer to answer questions about tactile features.

Estimation procedure:

No estimation procedure is being employed. Based on prior visits to other events, particularly the CSUN Conference and annual conventions of the ACB and NFB, BEP estimates that approximately 650 individuals annually will volunteer to answer questions about tactile features throughout this OMB Approval of Generic Clearance for Collection of Information at Conferences.

Degree of accuracy needed for the purpose:

BEP anticipates 100 percent accuracy from this limited collection of information as all responses will be voluntary, and data will only be retained and used when a participant fully completes the relevant survey/set of questions. BEP anticipates that all volunteers who provide information about tactile features will give that information as accurately as possible. The BEP employee or representative collecting information from a volunteer attendee will carefully record the responses to questions so that the results of the information collection may be accurately reported.

Unusual problems requiring specialized sampling procedures:

There are no unusual, specialized sampling procedures; no sampling procedures are being employed.

Periodic Data Collection Cycles:

BEP is not using an annual data collection cycle. In that respect, it can be categorized as "periodic."

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.

Methods to Maximize Response Rates:

BEP estimates that 650 individuals annually will participate in the information collection throughout this approved agreement, and that it will have a 100 percent response rate from that list of self-selected volunteer participants.

Accuracy and Reliability of Information Collected:

BEP anticipates that it will receive accurate and reliable information from volunteers providing feedback about tactile features. The BEP employee or representative will ensure that the volunteer is providing information as accurately as possible about his or her response to different tactile feature designs. They will also verify the information after it is initially recorded, before the conclusion of the interview.

Collections Based on Sampling:

BEP is not basing its information collection on sampling.

- 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.**

BEP is using the information provided by a subject matter expert in the field of conducting perception studies as a basis for testing the quality of the questions asked and the expected response rate.

- 5. Provide the name and telephone number of individuals consulted on statistical aspects of the design and the name of the bureau unit, contractor(s), grantee(s), or other person(s) who will actually collect and/or analyze the information for the bureau.**

There are no statistical aspects of the design of the study, insofar as the information collected will not be extrapolated to represent feedback from a population greater than the expected 650 test respondents. BEP anticipates working with a contractor; however, the contractor is not yet known. The persons involved in collecting the information and reviewing the responses from the BEP are:

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