SUPPORTING STATEMENT B

U.S. Department of the Interior
U.S. Geological Survey
USGS Generic Clearance for Hazard-Related Incident Data Collection

OMB Control Number 1028-NEW

Collections of Information Employing Statistical Methods

Data clearance methods and procedures will vary for collections conducted under this generic clearance. Some of the individual clearances may use statistical methods to select respondents and analyze results. In such cases, USGS will provide OMB with the specific statistical information typically covered by Questions 1 through 5 of this section as a part of the individual information clearance submission or request.

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.

The activities under this collection may involve samples of self-selected participants, as well as representative samples of affected community members. In some cases, the use of convenience samples or quota samples may be made. Potential respondents will be selected to cover a broad range of individuals and entities related to specific aspects of community resilience, hazard preparedness, disaster response, and sustainability.

The specific sample planned for each individual collection and the method for soliciting participation will be described fully in each information collection request. In some cases, statistically representative methods will be employed to ensure a sample that reflects attributes of the population.

The number of individuals and entities participating in a given study will vary based on the nature of and needs addressed by the study.

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.**

Data collection methods and procedures may vary and the specifics of these will be provided as supplemental documents for each information collection request. USGS experts may use a variety of methodologies for these collections, including commercial survey-specific software to automate its collection and analysis of feedback. Some collection instruments may also involve physical copies, information collection instruments may be electronically disseminated and/or posted on target pages of a USGS web site. Telephone scripts, personal interviews, and focus groups may also be used and, if applicable, will be provided as a part of the submission.

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.

Data collection plans will consider the minimum number of responses needed to provide accurate and reliable data. Data collection plans will be developed to obtain at least the minimum number of responses. Information collected under this generic clearance may not always yield generalizable quantitative findings (e.g., when data are collected from a targeted but small and specialized group of end-users of USGS data like a group of county emergency managers who were affected by a specific natural hazard); however, it can provide useful input about the community resilience planning, hazard preparedness, disaster response, and sustainability. USGS may use generally accepted survey methods to minimize non-response, including, but not limited to tailoring the type, frequency, and nature of solicitation.

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.

Pretesting may be done with internal staff, a limited number of external colleagues, and/or individuals/entities familiar with the type of information sought. If the number of pretest respondents exceeds nine members of the public, USGS will submit the pretest instruments for OMB review under this generic clearance.

5. Provide the names and telephone numbers 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.

If statistical methods are used, USGS will obtain and provide information from the statisticians involved in the development, design, conduct, and analysis of usability data collections to be conducted, when appropriate. USGS will provide the name and contact information of the persons consulted in specific information collection requests submitted under this generic clearance.