**Generic Information Collection Request**

**Request**: The U.S. Census Bureau plans to conduct additional research under the generic clearance for questionnaire pretesting research (OMB number 0607-0725).  We are seeking approval for cognitive and usability testing of the online Group Quarters individual census questionnaire (ICQ) and for the email notifications for that online census questionnaire.

**Purpose**: For the 2030 Census, the Census Bureau is considering providing an option for residents of certain types of group quarters to complete an online individual census questionnaire (ICQ). The purposes of the pretesting are 1) to gather feedback on the email notifications for residents of group quarters so that they understand that they need to complete an online individual census form and 2) to test the usability of that online census form. We also plan to cognitively test alternative versions of the "usual home elsewhere" question, which is used to help identify people who may be enumerated in multiple places so that they can be counted only once.

**Population of Interest**: The planned cognitive and usability evaluation will assess and improve the user experience for the GQ residents, with a focus on the following populations:
- college students living in student housing,
- residents of workers' group living quarters,
- residents living at Job corps centers,
- religious group quarters, and
- military members who live in group quarters.

Participants will be able to speak and read English. We are interested in recruiting participants with from a variety of group quarters.

**Sample**: We plan on testing with between 10 to 20 people total, with at least 5 college students, 5 military members, and 2 participants for each of the other GQ types. We will try to recruit a variety of ages across the GQ types. Because these are remote sessions, participants can live anywhere in the U.S.

**Language**: Testing will be conducted in English.

**Timeline**: Testing will be conducted in October and November 2023.

**Method**: Sessions will be virtual with the test administrator and participant in different locations and will take place at locations convenient for participants. Remote participants will use their own laptop, desktop computer, or smartphone.  Participants will be asked to think aloud as they read the notification materials and then work through the online instrument. We expect this study to take no more than 90 minutes. Participants will be sent the privacy and consent information prior to the user session. Participants will be asked to join a 5-minute technology check session up to one week prior to the session to verify they can use the approved screensharing software Microsoft Teams. They will be asked to provide oral consent before they start the study.

**Recruitment**: Participants will be recruited through email advertisement including a Bureau of the Census (BOC) announcement. Participants will be screened using the approved generic screener questions with one additional question about the type of group quarter where they live.

**Online questionnaire screens**: The ICQ only asks census questions about one person. It is currently programmed in Qualtrics for this pretesting.

**Email notification:** Current plans only include email notifications for the online ICQ. We will test up to five emails, including one notification and four reminders.

**Protocol**: The pretesting of the notification materials and the online instrument will employ a think-aloud protocol. Participants will be asked for their consent to participate in the study and given the privacy notice. All participants will be asked to read through the notification material, one by one, while thinking aloud; then they will be asked a series of debriefing questions. They will then be asked to complete the online questionnaire while thinking aloud. Then they will be asked satisfaction questions about their experience with the ICQ. Finally, they will answer a knowledge check to assess their understanding of the census.

Below is a list of materials to be used in the study.

1. Informed Consent and Privacy Notice (Enclosure 1)
2. BOC Broadcast and Screener questionnaire (Enclosure 2)
3. Protocol for pretesting (Enclosure 3)
4. Email notifications (Enclosure 4)
5. Screenshots of the online GQ Individual Census Questionnaire (Enclosure 5)
6. Satisfaction questions (Enclosure 6)
7. Knowledge check (Enclosure 7)

**Length of interview**: The session should take no more than 90 minutes for each of the 20 participants. We anticipate 5 minutes per participant for the technology check.

Respondents will be screened using the Census Bureau's generic screener and one additional question in Enclosure 2. We estimate that we will screen about 5 additional individuals, resulting in 25 participants screened. The total estimated respondent burden for this request is 34 hours. See Table 1.

Table 1. Total Estimated Burden

| Category of Respondent | No. of Respondents | Participation Time | Burden |
|---|---|---|---|
| Screening | 25 | 5 minutes | 125 minutes |
| Tech check | 20 | 5 minutes | 100 minutes |
| Usability Sessions | 20 | 90 minutes | 1,800 minutes |
| **Totals** | | | 2025 minutes or ~34 hours |

**Use of Incentive**: The total incentive for this project is $60. The test administrator will send the incentive money to the participant's address using approved USPS priority mail.

The contact person(s) for questions regarding data collection and statistical aspects of the design of this research is listed below:

Alexandra Piccirillo
Center for Behavioral Science Methods
U.S. Census Bureau
Washington, D.C. 20233
(301) 763-2360
Alexandra.A.Piccirillo@census.gov