



## NATIONAL FOUNDATION ON THE ARTS AND THE HUMANITIES

### Institute of Museum and Library Services

### Submission for OMB Review, Comment Request, Proposed Collection: Generic Clearance to Conduct Pre-Testing of Surveys

**AGENCY:** Institute of Museum and Library Services, National Foundation on the Arts and the Humanities.

**ACTION:** Submission for OMB review, comment request, collection of information.

**SUMMARY:** The Institute of Museum and Library Services (IMLS) announces the following information collection has been submitted to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act. This program helps to ensure that requested data can be provided in the agency's desired format; that respondents' reporting burden (time and financial resources) is minimized; that collection instruments are clearly understood and cover material to which respondents can be responsive; and, that the impact of collection requirements on respondents can be properly assessed. This notice proposes the renewal of a generic clearance to Conduct Pre-Testing of Surveys, comprising of quantitative and qualitative data collection instruments and their related data collection procedures, in order to improve the quality and usability of information collection instruments. For more information on the types of proposed information collection requests for pre-testing survey IMLS may administer, contact the individual listed below in the **FOR FURTHER INFORMATION CONTACT** section of this notice.

**DATES:** Written comments must be submitted to the office listed in the **ADDRESSES** section below on or before March 24, 2024.

**ADDRESSES:** Written comments and recommendations for proposed information collection requests should be sent within 30 days of publication of this Notice to

[www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular information collection request by

selecting “Institute of Museum and Library Services” under “Currently Under Review;” then check “Only Show ICR for Public Comment” checkbox. Once you have found this information collection request, select “Comment,” and enter or upload your comment and information.

Alternatively, please mail your written comments to the Office of Information and Regulatory Affairs, Attn.: OMB Desk Officer for Education, Office of Management and Budget, Room 10235, Washington, DC 20503, or call (202) 395–7316.

**FOR FURTHER INFORMATION CONTACT:** Jake Soffronoff, Survey Methodologist, Office of Research and Evaluation, Institute of Museum and Library Services, 955 L’Enfant Plaza North SW, Suite 4000, Washington, DC 20024-2135. Mr. Soffronoff can be reached by telephone: 202-653-4648, or by email at [jsoffronoff@imls.gov](mailto:jsoffronoff@imls.gov). Persons who are deaf or hard of hearing (TTY users) can contact IMLS at 202-207-7858 via 711 for TTY-Based Telecommunications Relay Service.

**SUPPLEMENTARY INFORMATION:**

OMB is particular interested in comments that help the agency to:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- Evaluate the accuracy of the agency’s estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Enhance the quality, utility, and clarity of the information to be collected; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology (e.g., permitting electronic submission of responses).

*Background:* IMLS is the primary source of Federal support for the nation's libraries and museums. We advance, support, and empower America’s museums, libraries, and related

organizations through grant making, research, and policy development. Our vision is a nation where museums and libraries work together to transform the lives of individuals and communities. To learn more, visit [www.ims.gov](http://www.ims.gov).

*Current Actions:* This notice proposes a new three-year Generic Clearance to Conduct Pre-Testing of Surveys that will allow the agency to develop, test, and improve its surveys and methodologies. IMLS envisions using a variety of techniques including but not limited to tests of various types of survey operations, focus groups, cognitive interviews and laboratory activities, respondent debriefing questionnaires, field tests, pilot testing, exploratory interviews, experiments with questionnaire design, and user experience testing in order to identify questionnaire and procedural problems, suggest solutions, and measure the relative effectiveness of alternative solutions. Following standard OMB requirements, IMLS will submit a change request to OMB for each data collection activity undertaken under this generic clearance. Participants in some of these pre-testing activities may be subject to the safeguards provided by the Privacy Act of 1974 (5 U.S.C. 552a). If any pre-testing activities are covered, you will find more information in a forthcoming System of Records Notice. IMLS will provide OMB with the instruments and supporting materials describing the research project and specific pre-testing activities.

The 60-Day Notice was published in the **Federal Register** on December 18, 2023 (88 FR 87462) (Document Number 2023-27694). No comments were received under this notice.

*Agency:* Institute of Museum and Library Services.

*Title of Collection:* Generic Clearance to Conduct Pre-Testing of Surveys.

*OMB Control Number:* 3137-0125.

*Agency Number:* 3137.

*Affected Public:* State, local, and Tribal governments; libraries; museums.

*Total Estimated Number of Annual Responses:* 4,225.

*Frequency of Response:* Once per request.

*Average Minutes Per Response: 30.*

*Total Estimated Number of Annual Burden Hours: 2,113.*

*Total Annual Cost Burden: \$67,178.*

*Total Annual Federal Costs: \$11,004.*

Dated: February 20, 2024.

**Suzanne Mbollo,**

*Grants Management Specialist, Institute of Museum and Library Services.*

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