

Dear Survey Coordinator,

Enclosed is the 2011 **Business R&D and Innovation Survey**. This survey is the single most important source of up-to-date information on Research and Development and innovation in the United States. It is a national survey that collects critical information at businesses operating in the U.S. Policy makers and data users in both industry and academia use this information for short and long term planning. Accurate information about R&D and innovation will help leaders make better decisions to strengthen American competitiveness.

As the survey coordinator, we ask that you gather information from the appropriate people within your company, complete the survey questionnaire and return it to the Census Bureau. Page 2 of the questionnaire describes the six sections of survey topics and the types of personnel that we think would best provide the specific information.

This survey is **mandatory and confidential**. Your company's response is required by law under Title 13 of the U.S. Code. Title 13 also protects the confidentiality for all of your company's information. Only persons sworn to protect Title 13 information may see your responses.

Electronic versions of the survey form (Excel and PDF) can be downloaded and distributed to others in your company to facilitate the preparation of your company's response. These files are available from the Census Bureau's Business Help Site: <http://www.census.gov/econhelp/brdis>. See the enclosed instruction sheet for more specific instructions on how to upload data from the electronic versions of the questionnaire.

You can **file your survey online** through the Business Help Site. Your username and password are located on the front page of the questionnaire booklet. Alternately, you may prefer to return your completed questionnaire in the enclosed envelope.

Your survey information will be aggregated to produce summary statistics for reports produced by the National Science Foundation (NSF). You can learn more about the ways the data collected by this survey are used at <http://www.nsf.gov/statistics/srvyindustry/about/brdis/how.cfm>.

Your company's response is **due by April 27**. If you need assistance, please call our survey analysts at 1-800-772-7851, option '5', M – F, 8 am to 5 pm Eastern time.

Thank you in advance for your timely response. Your company's response provides critical information on investments in our Nation's future.

Sincerely,

Dr. Subra Suresh

Thomas L. Mesenbourg, Jr.

Director
National Science Foundation

Deputy Director
U.S. Census Bureau

The Business R&D and Innovation Survey is conducted under a joint partnership agreement between the National Science Foundation and the U.S. Census Bureau.