

**The Office of Management and Budget
Paperwork Reduction Act Submission**

Current Population Survey Civic Engagement and Volunteering Supplement

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Prepared by:

THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

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Part B

STATISTICAL METHODS OF DATA COLLECTION

B1 Potential Respondent Universe

The Census Bureau conducts the September Civic Engagement and Volunteering Supplement in conjunction with the Current Population Survey (CPS), for which the universe is 118 million households. From this universe, the Census Bureau selects a sample of approximately 72,000 households each month, of which approximately 59,000 households are eligible for interview. Approximately 54,000 households are interviewed each month. The items in the Civic Engagement and Volunteering supplement are asked, as appropriate, for all members of these households. All civilian household members age 16 and up (citizens and non-citizens) are eligible for the questions.

B2 Sampling Method and Respondent Universe

B2.1 Sampling Plan

Attachment D gives an overview of the CPS sample design and weighting methodology and response rates. The statistical properties of these supplemental items will fall within those associated with the CPS itself.

B2.2 Procedures to Deal With Non-Response

The Census Bureau maintains response rates and data accuracy for the CPS at high levels through interviewer instruction, self-study training, and follow-up of refusal interviews with more experienced senior interviewers. Additionally, they closely monitor data output and response rates, and conduct extensive debriefs of CPS interviewers and call center staff to identify potential problems with the survey. (Refer to Item 5 of Attachment D for a discussion of the CPS nonresponse.)

B3 Cognitive Testing of Instrument and Interview Procedures

The US Census conducted two rounds of cognitive testing of the September 2017 Civic Engagement and Volunteering supplement questions. Two iterative rounds of cognitive testing were conducted between August 2016 and December 2016, resulting in 48 completed face-to-face cognitive interviews. This included 21 pairs of respondents for which two respondents were interviewed from the same household, and six single interviews in which only one respondent from the household participated, resulting in 48 interviews across both rounds of testing. Interviews were conducted with respondents from the following states: Maryland,

Michigan, Pennsylvania, Virginia, and Washington, D.C. The interviews were conducted by five members of CSM staff in Round 1 of testing, and four members of CSM staff in Round 2 of testing. Results from Round 1 were used to modify the questionnaire wording and protocol for Round 2 of testing, and the results from Rounds 1 and 2 were used to inform the final recommended questionnaire wording.

The purpose of cognitive testing was to examine new and revised questions included in the combined Civic Engagement and Volunteering Supplement, and assess the feasibility of conducting a survey interview with a single household member who could accurately provide proxy reports for all other household members. Previously, when the supplements were conducted separately, the Civic Engagement Supplement permitted self and proxy responses while the Volunteer Supplement permitted proxy responses only after two unsuccessful attempts for self-response. One objective of the research was to examine the utility of proxy response in the combined supplement, because that would offer cost savings compared to attempting a self-response from all household members. Researchers conducted 48 cognitive interviews over two iterative rounds of testing. In 21 households, a pair of respondents was interviewed, and in six households a single respondent was interviewed.

Overall, the findings from this research indicate that the majority of questions tested in the combined Civic Engagement and Volunteering Supplement were clear and comprehensible to the respondents who participated in cognitive testing. Most of the tested questions required only minor revisions, such as abbreviating the reference period, removing redundant phrases, and adding or removing terms or examples from the questions.

Only one question required substantial revision (Question 14), which included restructuring the question to ask whether the social or political values of a company influenced the respondent, rather than if a respondent decided to buy products or services based on a company's values, as the question was originally worded. At the conclusion of both rounds of testing, The US Census recommended dropping this question from the final questionnaire. CNCS opted to include this question as it permits measurement of a concept significant to its stakeholders and users. CNCS provided final, revised wording.

A detailed summary report of both rounds of testing and the decision process that informed the final instrument are provided in **Attachment A2**.

B4 Persons Responsible for Statistical Aspects of the Design

The Census Bureau will collect and process the data. Within the Census Bureau, the following individuals may be contacted for further information on data collection, operations, and analysis:

Statistical Design

Fekadu Gebru
Survey Statistician
CPS, Associate Directorate for Demographic Programs
U.S. Census Bureau

Tim J. Marshall
Associate Director Demographic Programs
U.S. Census Bureau
4600 Silver Hill Rd.
Suitland, MD 20746

Lisa Clement
Survey Director, Current Population & American Time Use Surveys
Associate Director Demographic Programs
US. Census Bureau
4600 Silver Hill Rd.
Suitland, MD 20746

Annex

- A1. Item Booklet 4_27_17 - Civic Engagement and Volunteering Supplement Questionnaire 2017
- A2. CEV Final Report 3_26_17 --*Cognitive Pretesting of the Civic Engagement and Volunteering Supplement to the Current Population Survey Summary and Final Report*, Center for Survey Measurement, U.S. Census Bureau, Washington, D.C. 20233
- A3. CPS-263 (MIS-1) Advance Letter
- A4. BC-1428 Confidentiality Brochure
- A5. Attachment A - Overview of CPS Sample Design and Methodology
- A6. Public Comments, Letters
- A7. Summary Technical Working Group Notes