

# **Survey of State Government Research and Development: FY 2018**

## **Appendix. Survey Introduction Letter**

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SGRD-G



UNITED STATES DEPARTMENT OF COMMERCE  
Economics and Statistics Administration  
U.S. Census Bureau  
Washington, DC 20233-0001  
OFFICE OF THE DIRECTOR

August 1, 2018

The Honorable <<GOVNAME>>  
<<GOVADDRESS1>>  
<<GOVADDRESS2>>  
<<GOVADDRESS3>>  
<<GOVCITY>>, <<GOVSTATE>> <<GOVZIP>>-<<GOVZIP4>>

**A Message from the  
U.S. Census Bureau and the National Center for Science and Engineering Statistics**

We write to request that your office appoint a coordinator for the **Fiscal Year (FY) 2018 Survey of State Government Research and Development**. The U.S. Census Bureau is collaborating with the National Science Foundation (NSF) to collect research and development (R&D) expenditure information from the 50 states, the District of Columbia, and Puerto Rico. You may recall that your state participated in the FY2017 survey. Your survey response will be compiled by the Census Bureau and forwarded to the NSF, the federal agency charged with collecting and reporting national R&D statistics. These statistics are used to measure states' contributions to our Nation's science and technology base, a building block of a strong U.S. economy.

Your state coordinator will be asked to confirm the names and contact information for your state departments and agencies that are most likely to fund or conduct R&D activities. These departments and agencies will receive a questionnaire asking about their R&D activities. The coordinator also will serve as the authorizing official for your state's response after all departments and agencies complete their survey questionnaires. The coordinator may be called upon to assist the Census Bureau and the NSF in obtaining responses from any non-responding agencies.

To ensure the NSF issues the most accurate statistics for your state's R&D investments, it is important that all agencies selected for the survey respond, even if they do not have qualifying R&D expenditures for fiscal year ending in 2018. Since each state is a unique legal and economic entity there are no standard methods for imputing R&D for any non-responding agencies. Therefore, any non-response may contribute to an undercount in official U.S. government statistics of your state's public investments in R&D.

Please contact Vicki Mills, Census Bureau project manager for this survey, with the name and contact information for your state coordinator by e-mailing [erd.sgrd@census.gov](mailto:erd.sgrd@census.gov) or calling 1-888-340-7525. Please respond by August 20, 2018. For the FY2017 survey, <<CONTACT NAME>> served as your state's survey coordinator.

**Thank you** in advance for your help to ensure an accurate measurement of our Nation's R&D expenditures by state governments. You can find previous survey results and additional information on the NSF web page: <http://www.nsf.gov/statistics/srvystaterd/>.

Sincerely,

Emilda Rivers  
Director  
National Center for Science and Engineering Statistics  
National Science Foundation

Ron S. Jarmin  
Performing the Non-Exclusive Functions  
and Duties of the Director  
U.S. Census Bureau

## **SGRD-G**

### **OMB Number**

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0933. Without this approval, we could not conduct this survey.

### **Authority and Confidentiality**

Title 13, United States Code, Section 8(b) and Title 42 United States Code, Sections 1861-76 (National Science Foundation Act of 1950, as amended), authorizes the U.S. Census Bureau to conduct this collection on behalf of the National Science Foundation and to request your assistance. These data are subject to provisions of Title 13, United States Code, Section 9(b), which exempts data that are customarily provided in public records from rules of confidentiality.

### **Burden Estimate Statement**

We estimate this collection of information to average 5 minutes per response. Send comments regarding this burden estimate or any other aspect of this voluntary collection of information, including suggestions for reducing this burden to: ERD Survey Comments 0607-0933, U.S. Census Bureau, 4600 Silver Hill Road, Room ERD-6H128, Washington, DC 20233. You may e-mail comments to [erd.survey@census.gov](mailto:erd.survey@census.gov); use ERD Survey Comments 0607-0933 as the subject.