



EXECUTIVE OFFICE OF THE PRESIDENT
COUNCIL ON ENVIRONMENTAL QUALITY
WASHINGTON, D.C. 20503

August 10, 2001

TO: NEPA Liaisons / Points of Contact

FROM: Social Impact Assessment Ad Hoc Working Group *[Signature]*

SUBJECT: Social Impact Assessment Survey

The Social Impact Assessment Ad Hoc Working Group (SIA WG) was formed to refocus attention on integrating SIA with agency NEPA practices. To facilitate that effort, we request you complete and return the attached survey no later than September 7, 2001.

The SIA WG formed following the February 2001 presentation on SIA to the NEPA Liaisons and their representatives by members of the Interorganizational Committee on Guidelines and Principles for Social Impact Assessment.

NEPA speaks broadly of creating and maintaining "conditions under which man and nature can exist in productive harmony and fulfill the social, economic and other requirements of present and future generations of Americans" (42 USC 4331(a)). However, analyzing the social impacts of proposed actions when they are interrelated with environmental effects has received little attention over the years.

One of the objectives the SIA WG identified was to survey agencies to identify SIA mandates, personnel, expertise, guidance, training and tools. Your response to this survey may require you to consult with the person(s) responsible for SIA in your agency. The SIA WG will use your responses to determine its future activities and goals. Please complete the attached survey and return it to:

Horst Greczmiel, SIA WG Chair
Council on Environmental Quality
722 Jackson Place, NW.
Washington, DC 20503

We appreciate your assistance and cooperation in providing a timely response.

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OSP

Social Impact Assessment (SIA) Survey Questions

Name of your agency: _____

Agency SIA:

(1) Does your agency consider social impacts in its decisionmaking process?

Yes, as part of the NEPA process.

Yes, as a separate analysis.

A combination – as part of NEPA and separately.

No (go to **Conclusion** on page 8)

Don't know

(2) As part of your agency decision-making process, for what percentage of decisions does your agency prepare SIA?

100%

99-75%

74-50%

49-25%

24-0%

Don't know

(3) How many SIA did you agency conduct in 2001?: _____
in 2000?: _____
in 1999?: _____

Mandates:

(1) Does your agency have a Federal directive to prepare SIA as a result of one or more laws or other mandates that do not apply to all Federal agencies uniformly?

Yes

No (go to **Personnel** on page 2)

Other (please explain: _____)

(2) Please identify the Federal laws or Federal legal mandates requiring SIA that apply to your agency but not to all Federal agencies uniformly:

Personnel:

(1) Is there someone in your agency responsible for establishing agency policy and guidance on SIA?

Yes.

No (go to question **(3)** below).

(2) If yes, provide the title of the person and their office:

(3) Does responsibility for establishing SIA policy and guidance lie with an individual who:

is responsible for establishing NEPA policy and guidance

Other (please explain: _____)

(3) When your agency prepares SIA, does it prepare the SIA in-house?

Yes, always

Yes, sometimes

Almost never

No

Other (please explain: _____)

Expertise:

(1) Does your agency have a social-science expert or center of expertise that prepares or participates in preparing SIA?

- Yes
- No (go to question (3) below)
- Other (please explain: _____)

(2) If yes, where in your organization does responsibility for preparing SIA lie? Indicate all that apply.

- Program managers
- NEPA experts
- Interdisciplinary NEPA teams
- Centers of expertise
- Site level managers
- Social-science expert(s)
- Other (please explain: _____)

(3) Does your agency contract for assistance to prepare SIA?

- Yes, always
- Yes, sometimes
- Almost never
- No
- Other (please explain: _____)

(4) If your agency contracts for assistance to prepare SIA, does the contract call for social-science expertise?

- Yes, always
- Yes, sometimes
- No
- Don't know

Guidance:

(1) Has your agency developed directives or guidance for SIA?

Yes

No (go to **Training** on page 5)

(2) Identify which of the following your agency has concerning SIA. For each, provide the title, date last issued, and indicate whether prepared in-house.

Policy Title: _____ Date: _____ In-House? _____

Directives Title: _____ Date: _____ In-House? _____

Standards Title: _____ Date: _____ In-House? _____

Regulations Title: _____ Date: _____ In-House? _____

Guidance Title: _____ Date: _____ In-House? _____

Manuals Title: _____ Date: _____ In-House? _____

Other Title: _____ Date: _____ In-House? _____

(3) Identify how the SIA guidance can be obtained. Leave blank if it is unavailable.

Policy Web-site Copy on request Reading room

Directives Web-site Copy on request Reading room

Standards Web-site Copy on request Reading room

Regulations Web-site Copy on request Reading room

Guidance Web-site Copy on request Reading room

Manuals Web-site Copy on request Reading room

Other Web-site Copy on request Reading room

(4) Does your agency have any written case studies demonstrating how to develop SIA?

Yes. Please attach a copy or indicate how the SIA Working Group can obtain a copy:

No

Don't know

Training:

(1) Does your agency provide any training on conducting SIA?

Yes

No (go to **Tools** on page 7)

Don't know (go to **Tools** on page 7)

(2) Indicate whether the training is stand-alone or in conjunction with other training.

Stand-alone

In conjunction with other training (identify other training: _____)

(3) Training is provided (indicate all of the following that apply):

Quarterly

Regionally

Annually

Nationally

As Requested

State-wide

Other

Other

(4) What is the duration of SIA training (hours, days)?

Specify (if duration varies, indicate range): _____

(5) Indicate which of the following may attend the training.

Other Federal agencies

State and local agencies

Tribal governments

NGO's, industry groups (if so, identify): _____

Other (if so, identify): _____

(6) Who is the audience for the training? List personnel types and for each, indicate whether the training is voluntary or mandatory. Use additional sheets for multiple courses.

- NEPA Practitioners (voluntary mandatory don't know)
- Planning Specialists (voluntary mandatory don't know)
- Program Managers (voluntary mandatory don't know)
- Other (voluntary mandatory don't know)
- Don't know

(7) Identify which of the following the SIA training covers:

- Surveys Interviews Questionnaires
- Forecast modeling
- Other (please describe: _____)
- Don't know

(8) Does the training include case study examples?

- Yes
- No
- Don't know

(9) Indicate who provides the training:

- In-house staff
- Contractor (provide name(s): _____)

(10) Do the trainers have social-science training and experience?

- Yes (note their level of training: _____)
- No
- Don't know

(11) What materials are used in SIA training? List, if known:

Don't know

Tools:

(1) Indicate which of the following your agency uses when doing SIA. For each used, provide the title.

Web sites
Title: _____

Models
Title: _____

Databases
Title: _____

Custom computer programs Off-the-shelf computer programs
Title: _____

Other
Title: _____

(2) Which publications do you use as references when conducting SIA?

Author	Title
_____	_____
_____	_____
_____	_____

(3) Where does your agency go for technical assistance?

- In -House Colleagues University
 Contractors Library/Databases

(4) How does your agency get your demographic and community-based data?

- Conduct a survey Contract for a survey
- Bureau of the Census database
- National/State/local agencies
- Other National/State/local organization(s), tribal and foreign governments
- GIS or other realtime data
- Interviews
- Questionnaires
- Other (Identify and describe: _____)

Conclusion:

How can the SIA Working Group best focus its efforts – what would you like to see it provide – to help your agency improve its ability to conduct SIA?

Name: _____

Contact Information: Phone: _____ E-Mail: _____

THANK YOU FOR COMPLETING THE SURVEY.