

**SENIOR CENTER SURVEY
SAMPLING PROCEDURES REPORT
June 30, 2004**

Introduction

A two-stage sampling design is used in the senior center survey. The first stage involves sampling the senior centers and the second stage is for sampling senior center participants within the sampled senior centers. This document has three sections. The first is about your contact information in case we need to get in touch with you. The second is for reporting the procedure used to sample the **senior centers** and the third is for the method of sampling **participants**. Please provide detailed information so that Westat will be able to weight the data accurately.

Part 1: Contact Information

Name: _____

Title: _____

Agency: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: (|__|__|__|) |__|__|__| - |__|__|__|

E-mail address: _____

Part 2: Methods for Sampling Senior Centers

1. In the space below, please describe the service area (e.g., state, region, PSA, community, or provider) from which the senior centers in your senior center were drawn.

2. In the boxes below, please record the total number of senior centers in the sampled service area. (This is the population of senior centers.)

|_| , |_|_|_|

3. In the boxes below, please record the number of senior centers in your sample.

|_|_|

4. What procedure did you use to draw your sample of senior centers?

Random selection from a list of participants 1
Sample of convenience 2
Other, please specify _____

5. In the space below, please describe the sampling method used to choose the senior centers.

Part 3: Methods for Sampling Senior Center Participants

Please complete Section A if you had a master client list of senior center participants. If a master client list did not exist, please skip to Section B. **Please note that this section of the form needs to be completed for each senior center in the sample.**

A. Method for Sampling Senior Center Participants **with** a Master Client List

1. Name of senior center _____

2. Senior Center ID number (if known) _____

3. In the boxes below, please record the total number of participants on your master client list (e.g., the population).

|_| , |_|_|_|

4. In the boxes below, please record the total number of participants in your drawn and completed samples.

Drawn.....|_| , |_|_|_|

Completed.....|_| , |_|_|_|

5. What procedure did you use to draw the sample of senior center participants?

- Random selection from a list of participants 1
- Sample of convenience 2
- Other, please specify _____

6. In the space below, please describe the sampling method used for senior center participants.

7. What type of client record keeping system does the senior center use?

- Electronic 1
- Paper 2
- Other 3
- (Please specify _____)

8. Where are client records kept?

- Area Agency 1
- Senior Center 2
- Other 3
- (Please specify _____)

B. Method for Sampling Senior Center Participants **without** a Master Client List

Please note that this section of the form needs to be completed for each senior center in the sample.

1. Name of senior center _____

2. Senior Center ID number (if known) _____

3. What type of sampling method did you use? Please circle the best response.

- By random selection of blocks of days and hours in a week1 [Go to Q4]
- By selecting a specific activity (or activities).....2 [Go to Q5]
- Other, please specify _____

4. What is the total number of days the senior center has activities?

Number of days.....|__|

4b. In the space below, please describe your sampling plan (e.g., how the week and hours were divided into blocks of time and how you sampled the blocks.

5. If you sampled a specific activity, please specify the activity below and the days and hours each week that the activity was offered at the senior center.

Activity name _____

Days and hours activity offered _____

Please describe how you sampled clients _____