



**INFORMATION ONLY - DO NOT USE TO REPORT**

U.S. DEPARTMENT OF COMMERCE  
U.S. CENSUS BUREAU

FORM  
**ABS-1** (10-22-2019)

**2019 ANNUAL BUSINESS SURVEY**

OMB No. 0607-1004: Approval Expires 06/30/2022

**DUE DATE:**

**Need help or have questions?**

- **Visit** <https://www.census.gov/abshelp>
- **Call** 1-888-824-9954, between 8 a.m. and 6 p.m., Eastern time, Monday through Friday.

**¿Necesita ayuda?**

Si usted habla español y necesita ayuda para completar su cuestionario, llame sin cargo alguno al 1-888-824-9954, entre las 8 a.m. y las 6 p.m., hora del Este, de lunes a viernes.

*(Please correct any errors in this mailing address.)*

**YOUR RESPONSE IS REQUIRED BY LAW.** Title 13, United States Code, Sections 8(b), 131, and 182, Title 42, United States Code, Section 1861-76 (National Science Foundation Act of 1950, as amended), and Section 505 within the America COMPETES Reauthorization Act of 2010, authorize this collection. Sections 224 and 225 of Title 13 require your response. The U.S. Census Bureau is required by Section 9 of Title 13 to keep your information confidential and use your responses only to produce statistics. The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit data.

**COMPLETE THIS SURVEY ONLINE**

- Go to: <https://portal.census.gov>

**OR**

**Mail your completed form to:**

U.S. CENSUS BUREAU  
1201 East 10th Street  
Jeffersonville, IN 47132-0001

**INSTRUCTIONS**

**Please read the enclosed insert before answering the questions.**

- Use blue or black ink.
- Place an "X" inside the box.
- Center numbers in boxes.
- Do not put slashes through 0 or 7.
- For additional assistance, refer to the Definitions on page 39.



**SECTION A: COMPANY INFORMATION**

The following section collects information on the operations and structure of the business. All businesses that receive this questionnaire should answer questions in the upcoming section. The reporting unit for the survey is the U.S. - located company, including all majority-owned subsidiaries and divisions regardless of location. Report only for domestic operations.

**A.1 Ceased Operation**

Has this business ceased operations?

- Yes
- No – Skip to **A.3 Business Ownership – Foreign Entity**

**A.2 Date Ceased Operations**

Print the month and year this business ceased operations.

MM	YYYY
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

**Reporting Instructions:** If date ceased operations is before January 2018, skip to **Section F: Contact Information** on page 38. If date ceased operations is between 01/2018 and 12/2018, even though this business is not currently operating, you are still required to complete the survey covering the business activity for 2018.

**A.3 Business Ownership – Foreign-Owned Entity**

In 2018, was this business a majority-owned subsidiary of a foreign company?

- Yes
- No

**Reporting Instructions for Foreign-Owned Companies:** If this business is owned by a foreign parent, the reporting unit for the survey is the U.S. -located company, including all majority-owned subsidiaries and divisions located in the domestic United States (50 states and District of Columbia). For reporting purposes, the foreign parent and any foreign affiliates this company does not own should be treated the same as any business partner, customer, or supplier this business does not own.

**A.4 Business Ownership – U.S. Entity**

In 2018, did another U.S. company or other entity own more than 50 percent of this business? *Examples of other entities include estates, trusts, employee stock ownership plans (ESOPs), associations, membership clubs, and cooperatives.*

- Yes – Skip to **A.6 Business - 10% or More Ownership.**
- No

**A.5 Business Ownership – Government or Tribal Entity**

In 2018, was this business owned by a government or tribal entity?

- Yes
- No

**A.6 Business – 10% or More Ownership**

In 2018, did at least one **person** own 10% or more of this business? *Do not count parent companies, estates, trusts or other entities.*

- Yes
- No – Select “No” **ONLY** if no person owned 10% or more of this business.



**A.7 Number of Owners**

In 2018, how many people owned this business?

- Do not combine two or more owners to create one owner.
- Count spouses and partners as separate owners.

- 1 person
- 2 people
- 3 people
- 4 people
- 5 - 10 people
- 11 or more people
- Don't know

**A.8 Number of W-2 Paid Domestic Employees or Employee/Owners**

For the pay period including March 12, 2018, how many people worked for this business, including those paid through grants? *Include both full-time and part-time employees as well as yourself. Include only persons in the U.S.*

**Count each person only once. If none, report zero.**

- a. Owners who received a W-2 issued by this business for salary or wages .....
- b. Employees who received a W-2 issued by this business for salary or wages .....
- c. Total .....

Number of People			
	□ □	□ □ □ □	□ □ □ □
	□ □	□ □ □ □	□ □ □ □
	□ □ □ □	□ □ □ □	□ □ □ □

**A.9 Number of Domestic Workers Who Did Not Receive a W-2**

Not including employees or employee/owners included in the previous question how many other people worked for this business, including those paid through grants? *Include both full-time and part-time workers as well as yourself, if applicable. Include only persons in the U.S.*

**Count each person only once. If none, report zero.**

- a. Individuals whose work was directed by this business who received payment in other ways (for example, contractors, consultants, temporary workers who receive a 1099 from this business or payment from another business) .....
- b. Unpaid individuals who worked for the business (for example, friends, volunteers, family members) .....

Number of People			
	□ □ □ □	□ □ □ □	□ □ □ □
	□ □ □ □	□ □ □ □	□ □ □ □

**A.10 Total Worldwide Sales and Operating Revenues**

What was the amount of this business's worldwide sales and operating revenues, including grants, during 2018?

**Round to the nearest one thousand dollars. If none, report zero.**

2018 sales, revenues, and grants .....

\$Bil.	Mil.	Thou.	Dol.
□ □	□ □ □ □	□ □ □ □	0 0 0

**Reporting Instructions:** Report amount using U.S. Generally Accepted Accounting Principles (U.S. GAAP) as recognized by the Financial Accounting Standard Board (FASB). If the business follows International Financial Reporting Standards (IFRS), we request that you estimate any adjustments that would be required to conform to U.S. GAAP.



**A.11 Domestic Sales and Revenues**

How much of the 'A.10 Total Worldwide Sales and Operating Revenues' in 2018 sales, revenue, and grants was attributable to or originated from domestic operations? *Include sales and operating revenues to foreign customers, including foreign subsidiaries.*

	\$Bil.	Mil.	Thou.	Dol.
Revenues Domestic operations . . . . .	0 0	0 0 0	0 0 0	0 0 0

**Reporting Instructions:** For example, a U.S. manufacturing corporation sells parts to customers around the world, however, because all of its operations are located inside the United States it reports all of its sales in this question.

**A.12 Types of Customers**

In 2018, which of the following types of customers accounted for 10% or more of this business's total sales of goods and/or services? **Select all that apply.**

- U.S. Federal government
- State and local government, including school districts, transportation authorities, etc.
- Other businesses, including distributors of your product(s)
- Other organizations (foreign governments, nonprofits, etc.)
- Individuals

**A.13 Types of Workers**

In 2018, which of the following types of workers were used by this business? **Select all that apply.**

- Full-time paid employees (workers who received a W-2)
- Part-time paid employees (workers who received a W-2)
- Paid day laborers
- Temporary staffing obtained from a temporary help service
- Leased employees from a leasing service or a professional employer organization
- Contractors, subcontractors, independent contractors, or outside consultants (workers who received a 1099 or payment from another company)
- None of the above

**A.14 Primary Business Activity**

Describe this business's primary business activity during 2018.



**SECTION B: OWNER CHARACTERISTICS**

The following section collects information on the owners of the business. Based on the number of owners you reported in the **Company Information** section, you may be asked to complete this section for up to four owners of the business.

Unless otherwise indicated, the reporting period for this section is calendar year 2018.

**B.1 Percent Ownership**

For the person(s) owning the largest percentage(s) in this business in 2018, list each person's name and percentage owned.

- **Do not report** percentages owned by parent companies, estates, trusts, or other entities.
- If more than 4 people owned this business equally, select any 4 people.
- Round percentages to whole numbers. For example, report 1/3 ownership as 33%.

Name of Owner		Percentage Owned (Estimates are acceptable.)		
Name 1:		Owner 1:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	. 0 %
Name 2:		Owner 2:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	. 0 %
Name 3:		Owner 3:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	. 0 %
Name 4:		Owner 4:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	. 0 %



**OWNER 1** - If applicable, if not **Skip to Section C**

**B.1.1 Sex**

What is the sex of *Owner 1*?

- Male       Female

**Note:** Please answer **BOTH B.1.2 Ethnicity** and **B.1.3 Race** questions.

**B.1.2 Ethnicity**

Is *Owner 1* of Hispanic, Latino, or Spanish origin?

- No, not of Hispanic, Latino, or Spanish origin
- Yes, Mexican, Mexican Am., Chicano
- Yes, Puerto Rican
- Yes, Cuban
- Yes, another Hispanic, Latino, or Spanish origin – *Print origin below. For example, Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.* ↴

**B.1.3 Race**

What is *Owner 1's* race? **Select all that apply.**  
(For this survey, Hispanic origins are not races.)

- White       Black or African American
- American Indian or Alaska Native – *Print name of enrolled or principal tribe below.* ↴

- Asian Indian       Chinese
- Filipino       Japanese
- Korean       Vietnamese
- Other Asian – *Print race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.* ↴

- Native Hawaiian       Guamanian or Chamorro
- Samoan
- Other Pacific Islander – *Print race, for example, Fijian, Tongan, and so on.* ↴

**B.1.4 Military Service**

Has *Owner 1* ever served in any branch of the U.S. Armed Forces, including the Coast Guard, the National Guard, or a Reserve component of any service branch?

- Yes       No – **Skip to B.1.7 Initial Acquisition Year**

**B.1.5 Military Service Disability**

Is *Owner 1* disabled as the result of illness or injury incurred or aggravated during military service?

- Yes       No

**B.1.6 Other Military Service**

Do any of the following characteristics describe *Owner 1's* military service? **Select all that apply.**

- Served on active duty military service, not including training for the Reserves or National Guard
- Served on active duty military service after September 11, 2001
- Served on active duty military service in 2018
- Served in the National Guard or as a reservist of any branch of the U.S. Armed Forces in 2018
- None of the above

**B.1.7 Initial Acquisition Year**

In what year did *Owner 1* initially acquire ownership of this business?

Year
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>

Don't know

**B.1.8 Primary Income Source**

In 2018, did this business provide *Owner 1's* primary source of personal income?

- Yes       No

**B.1.9 Prior Business Ownership**

Not including this business, what is the status of the previous business *Owner 1* started most recently?

- This is the owner's first business
- Business is still operating and *Owner 1* still owns it
- Business is no longer in operation
- Business was purchased by another company
- Business was purchased by another individual
- Other (specify) ↴



**B.1.10 Education Prior to Owning the Business**

Prior to establishing, purchasing, or acquiring this business, what was the highest degree or level of school *Owner 1* completed?

- Less than high school / secondary school graduate – **Skip to B.1.12 Age**
- High school / secondary school graduate – Diploma or GED – Skip to **B.1.12 Age**
- Technical, trade, or vocational school – Skip to **B.1.12 Age**
- Some college, but no degree – Skip to **B.1.12 Age**
- Associate Degree (for example, AA, AS) – Skip to **B.1.12 Age**
- Bachelor’s Degree (for example, BA, BS)
- Master’s Degree (for example, MA, MEng, Med, MSW, MBA)
- Doctorate Degree (for example, PhD, EdD)
- Professional Degree, beyond a Bachelor’s Degree (for example, MD, DDS, DVM, LLB, JD)

**B.1.11 Field of Highest Degree Prior to Owning the Business**

Prior to establishing, purchasing, or acquiring this business, what was the field of the highest degree completed for *Owner 1*? **Select all that apply.**

- Biological, agricultural and environmental life sciences
- Chemistry, except biochemistry
- Computer and mathematical sciences and other technology and technical fields
- Earth, atmospheric and ocean sciences
- Economics, political science, psychology, sociology and other social sciences
- Engineering
- Health
- Physics and astronomy
- Science and mathematics teacher education
- Other science and engineering related fields, not listed above
- Art and humanities fields
- Education, except science and math teacher education
- Management and administration fields
- Sales and marketing fields
- Social service and related fields
- Other non-science and non-engineering related fields, not listed above

**B.1.12 Age**

What was the age of *Owner 1* as of December 31, 2018?

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> Under 25 | <input type="checkbox"/> 45 - 54    |
| <input type="checkbox"/> 25 - 34  | <input type="checkbox"/> 55 - 64    |
| <input type="checkbox"/> 35 - 44  | <input type="checkbox"/> 65 or over |

**B.1.13 Place of Birth**

Was *Owner 1* born in the United States?

- Yes       No

**B.1.14 U.S. Citizenship**

Is *Owner 1* a citizen of the United States?

- Yes       No

**B.1.15 Reasons for Owning the Business**

How important to *Owner 1* are each of the following reasons for owning this business?

**Select one for each row.**

	Very Important	Somewhat Important	Not Important
Wanted to be my own boss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flexible hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Balance work and family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opportunity for greater income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Best avenue for my ideas / goods / services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unable to find employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working for someone else didn’t appeal to me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Always wanted to start my own business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An entrepreneurial friend or family member was a role model	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wanted to carry on the family business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wanted to help and/or become more involved in my community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) ↴	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**OWNER 2** - If applicable, if not **Skip to Section C**

**B.2.1 Sex**

What is the sex of *Owner 2*?

- Male  Female

**Note:** Please answer **BOTH B.2.2 Ethnicity** and **B.2.3 Race** questions.

**B.2.2 Ethnicity**

Is *Owner 2* of Hispanic, Latino, or Spanish origin?

- No, not of Hispanic, Latino, or Spanish origin
- Yes, Mexican, Mexican Am., Chicano
- Yes, Puerto Rican
- Yes, Cuban
- Yes, another Hispanic, Latino, or Spanish origin – *Print origin below. For example, Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.* ↴

**B.2.3 Race**

What is *Owner 2's* race? **Select all that apply.** (For this survey, *Hispanic origins are not races.*)

- White  Black or African American
- American Indian or Alaska Native – *Print name of enrolled or principal tribe below.* ↴

- Asian Indian  Chinese
- Filipino  Japanese
- Korean  Vietnamese
- Other Asian – *Print race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.* ↴

- Native Hawaiian  Guamanian or Chamorro
- Samoan
- Other Pacific Islander – *Print race, for example, Fijian, Tongan, and so on.* ↴

**B.2.4 Military Service**

Has *Owner 2* ever served in any branch of the U.S. Armed Forces, including the Coast Guard, the National Guard, or a Reserve component of any service branch?

- Yes  No – **Skip to B.2.7 Initial Acquisition Year**

**B.2.5 Military Service Disability**

Is *Owner 2* disabled as the result of illness or injury incurred or aggravated during military service?

- Yes  No

**B.2.6 Other Military Service**

Do any of the following characteristics describe *Owner 2's* military service? **Select all that apply.**

- Served on active duty military service, not including training for the Reserves or National Guard
- Served on active duty military service after September 11, 2001
- Served on active duty military service in 2018
- Served in the National Guard or as a reservist of any branch of the U.S. Armed Forces in 2018
- None of the above

**B.2.7 Initial Acquisition Year**

In what year did *Owner 2* initially acquire ownership of this business?

Year

Don't know

**B.2.8 Primary Income Source**

In 2018, did this business provide *Owner 2's* primary source of personal income?

- Yes  No

**B.2.9 Prior Business Ownership**

Not including this business, what is the status of the previous business *Owner 2* started most recently?

- This is the owner's first business
- Business is still operating and *Owner 2* still owns it
- Business is no longer in operation
- Business was purchased by another company
- Business was purchased by another individual
- Other (specify) ↴





**B.2.10 Education Prior to Owning the Business**

Prior to establishing, purchasing, or acquiring this business, what was the highest degree or level of school *Owner 2* completed?

- Less than high school / secondary school graduate – **Skip to B.2.12 Age**
- High school / secondary school graduate – Diploma or GED – Skip to **B.2.12 Age**
- Technical, trade, or vocational school – Skip to **B.2.12 Age**
- Some college, but no degree – Skip to **B.1.12 Age**
- Associate Degree (for example, AA, AS) – Skip to **B.2.12 Age**
- Bachelor’s Degree (for example, BA, BS)
- Master’s Degree (for example, MA, MEng, Med, MSW, MBA)
- Doctorate Degree (for example, PhD, EdD)
- Professional Degree, beyond a Bachelor’s Degree (for example, MD, DDS, DVM, LLB, JD)

**B.2.11 Field of Highest Degree Prior to Owning the Business**

Prior to establishing, purchasing, or acquiring this business, what was the field of the highest degree completed for *Owner 2*? **Select all that apply.**

- Biological, agricultural and environmental life sciences
- Chemistry, except biochemistry
- Computer and mathematical sciences and other technology and technical fields
- Earth, atmospheric and ocean sciences
- Economics, political science, psychology, sociology and other social sciences
- Engineering
- Health
- Physics and astronomy
- Science and mathematics teacher education
- Other science and engineering related fields, not listed above
- Art and humanities fields
- Education, except science and math teacher education
- Management and administration fields
- Sales and marketing fields
- Social service and related fields
- Other non-science and non-engineering related fields, not listed above

**B.2.12 Age**

What was the age of *Owner 2* as of December 31, 2018?

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> Under 25 | <input type="checkbox"/> 45 - 54    |
| <input type="checkbox"/> 25 - 34  | <input type="checkbox"/> 55 - 64    |
| <input type="checkbox"/> 35 - 44  | <input type="checkbox"/> 65 or over |

**B.2.13 Place of Birth**

Was *Owner 2* born in the United States?

- Yes       No

**B.2.14 U.S. Citizenship**

Is *Owner 2* a citizen of the United States?

- Yes       No

**B.2.15 Reasons for Owning the Business**

How important to *Owner 2* are each of the following reasons for owning this business?

**Select one for each row.**

	Very Important	Somewhat Important	Not Important
Wanted to be my own boss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flexible hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Balance work and family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opportunity for greater income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Best avenue for my ideas / goods / services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unable to find employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working for someone else didn't appeal to me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Always wanted to start my own business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An entrepreneurial friend or family member was a role model	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wanted to carry on the family business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wanted to help and/or become more involved in my community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) ↴	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**OWNER 3** - If applicable, if not **Skip to Section C**

**B.3.1 Sex**

What is the sex of *Owner 3*?

- Male  Female

**Note:** Please answer **BOTH B.3.2 Ethnicity** and **B.3.3 Race** questions.

**B.3.2 Ethnicity**

Is *Owner 1* of Hispanic, Latino, or Spanish origin?

- No, not of Hispanic, Latino, or Spanish origin
- Yes, Mexican, Mexican Am., Chicano
- Yes, Puerto Rican
- Yes, Cuban
- Yes, another Hispanic, Latino, or Spanish origin – *Print origin below. For example, Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.* ↴

**B.3.3 Race**

What is *Owner 3's* race? **Select all that apply.** (For this survey, *Hispanic origins are not races.*)

- White  Black or African American
- American Indian or Alaska Native – *Print name of enrolled or principal tribe below.* ↴

- Asian Indian  Chinese
- Filipino  Japanese
- Korean  Vietnamese
- Other Asian – *Print race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.* ↴

- Native Hawaiian  Guamanian or Chamorro
- Samoan
- Other Pacific Islander – *Print race, for example, Fijian, Tongan, and so on.* ↴

**B.3.4 Military Service**

Has *Owner 3* ever served in any branch of the U.S. Armed Forces, including the Coast Guard, the National Guard, or a Reserve component of any service branch?

- Yes  No – **Skip to B.3.7 Initial Acquisition Year**

**B.3.5 Military Service Disability**

Is *Owner 3* disabled as the result of illness or injury incurred or aggravated during military service?

- Yes  No

**B.3.6 Other Military Service**

Do any of the following characteristics describe *Owner 3's* military service? **Select all that apply.**

- Served on active duty military service, not including training for the Reserves or National Guard
- Served on active duty military service after September 11, 2001
- Served on active duty military service in 2018
- Served in the National Guard or as a reservist of any branch of the U.S. Armed Forces in 2018
- None of the above

**B.3.7 Initial Acquisition Year**

In what year did *Owner 3* initially acquire ownership of this business?

Year

Don't know

**B.3.8 Primary Income Source**

In 2018, did this business provide *Owner 3's* primary source of personal income?

- Yes  No

**B.3.9 Prior Business Ownership**

Not including this business, what is the status of the previous business *Owner 3* started most recently?

- This is the owner's first business
- Business is still operating and *Owner 3* still owns it
- Business is no longer in operation
- Business was purchased by another company
- Business was purchased by another individual
- Other (specify) ↴



**B.3.10 Education Prior to Owning the Business**

Prior to establishing, purchasing, or acquiring this business, what was the highest degree or level of school *Owner 3* completed?

- Less than high school / secondary school graduate – **Skip to B.3.12 Age**
- High school / secondary school graduate – Diploma or GED – Skip to **B.3.12 Age**
- Technical, trade, or vocational school – Skip to **B.3.12 Age**
- Some college, but no degree – Skip to **B.3.12 Age**
- Associate Degree (for example, AA, AS) – Skip to **B.3.12 Age**
- Bachelor’s Degree (for example, BA, BS)
- Master’s Degree (for example, MA, MEng, Med, MSW, MBA)
- Doctorate Degree (for example, PhD, EdD)
- Professional Degree, beyond a Bachelor’s Degree (for example, MD, DDS, DVM, LLB, JD)

**B.3.11 Field of Highest Degree Prior to Owning the Business**

Prior to establishing, purchasing, or acquiring this business, what was the field of the highest degree completed for *Owner 3*? **Select all that apply.**

- Biological, agricultural and environmental life sciences
- Chemistry, except biochemistry
- Computer and mathematical sciences and other technology and technical fields
- Earth, atmospheric and ocean sciences
- Economics, political science, psychology, sociology and other social sciences
- Engineering
- Health
- Physics and astronomy
- Science and mathematics teacher education
- Other science and engineering related fields, not listed above
- Art and humanities fields
- Education, except science and math teacher education
- Management and administration fields
- Sales and marketing fields
- Social service and related fields
- Other non-science and non-engineering related fields, not listed above

**B.3.12 Age**

What was the age of *Owner 3* as of December 31, 2018?

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> Under 25 | <input type="checkbox"/> 45 - 54    |
| <input type="checkbox"/> 25 - 34  | <input type="checkbox"/> 55 - 64    |
| <input type="checkbox"/> 35 - 44  | <input type="checkbox"/> 65 or over |

**B.3.13 Place of Birth**

Was *Owner 3* born in the United States?

- Yes       No

**B.3.14 U.S. Citizenship**

Is *Owner 3* a citizen of the United States?

- Yes       No

**B.3.15 Reasons for Owning the Business**

How important to *Owner 3* are each of the following reasons for owning this business?

**Select one for each row.**

	Very Important	Somewhat Important	Not Important
Wanted to be my own boss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flexible hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Balance work and family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opportunity for greater income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Best avenue for my ideas / goods / services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unable to find employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working for someone else didn’t appeal to me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Always wanted to start my own business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An entrepreneurial friend or family member was a role model	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wanted to carry on the family business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wanted to help and/or become more involved in my community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) ↴	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**OWNER 4** - If applicable, if not **Skip to Section C**

**B.4.1 Sex**

What is the sex of *Owner 4*?

- Male  Female

**Note:** Please answer **BOTH B.4.2 Ethnicity** and **B.4.3 Race** questions.

**B.4.2 Ethnicity**

Is *Owner 1* of Hispanic, Latino, or Spanish origin?

- No, not of Hispanic, Latino, or Spanish origin
- Yes, Mexican, Mexican Am., Chicano
- Yes, Puerto Rican
- Yes, Cuban
- Yes, another Hispanic, Latino, or Spanish origin – *Print origin below. For example, Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.* ↴

**B.4.3 Race**

What is *Owner 4's* race? **Select all that apply.** (For this survey, *Hispanic origins are not races.*)

- White  Black or African American
- American Indian or Alaska Native – *Print name of enrolled or principal tribe below.* ↴

- Asian Indian  Chinese
- Filipino  Japanese
- Korean  Vietnamese
- Other Asian – *Print race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.* ↴

- Native Hawaiian  Guamanian or Chamorro
- Samoan
- Other Pacific Islander – *Print race, for example, Fijian, Tongan, and so on.* ↴

**B.4.4 Military Service**

Has *Owner 4* ever served in any branch of the U.S. Armed Forces, including the Coast Guard, the National Guard, or a Reserve component of any service branch?

- Yes  No – **Skip to B.4.7 Initial Acquisition Year**

**B.4.5 Military Service Disability**

Is *Owner 4* disabled as the result of illness or injury incurred or aggravated during military service?

- Yes  No

**B.4.6 Other Military Service**

Do any of the following characteristics describe *Owner 4's* military service? **Select all that apply.**

- Served on active duty military service, not including training for the Reserves or National Guard
- Served on active duty military service after September 11, 2001
- Served on active duty military service in 2018
- Served in the National Guard or as a reservist of any branch of the U.S. Armed Forces in 2018
- None of the above

**B.4.7 Initial Acquisition Year**

In what year did *Owner 4* initially acquire ownership of this business?

Year
<input type="text"/>

- Don't know

**B.4.8 Primary Income Source**

In 2018, did this business provide *Owner 4's* primary source of personal income?

- Yes  No

**B.4.9 Prior Business Ownership**

Not including this business, what is the status of the previous business *Owner 4* started most recently?

- This is the owner's first business
- Business is still operating and *Owner 4* still owns it
- Business is no longer in operation
- Business was purchased by another company
- Business was purchased by another individual
- Other (specify) ↴



**B.4.10 Education Prior to Owning the Business**

Prior to establishing, purchasing, or acquiring this business, what was the highest degree or level of school *Owner 4* completed?

- Less than high school / secondary school graduate – **Skip to B.4.12 Age**
- High school / secondary school graduate – Diploma or GED – Skip to **B.4.12 Age**
- Technical, trade, or vocational school – Skip to **B.4.12 Age**
- Some college, but no degree – Skip to **B.4.12 Age**
- Associate Degree (for example, AA, AS) – Skip to **B.4.12 Age**
- Bachelor’s Degree (for example, BA, BS)
- Master’s Degree (for example, MA, MEng, Med, MSW, MBA)
- Doctorate Degree (for example, PhD, EdD)
- Professional Degree, beyond a Bachelor’s Degree (for example, MD, DDS, DVM, LLB, JD)

**B.4.11 Field of Highest Degree Prior to Owning the Business**

Prior to establishing, purchasing, or acquiring this business, what was the field of the highest degree completed for *Owner 4*? **Select all that apply.**

- Biological, agricultural and environmental life sciences
- Chemistry, except biochemistry
- Computer and mathematical sciences and other technology and technical fields
- Earth, atmospheric and ocean sciences
- Economics, political science, psychology, sociology and other social sciences
- Engineering
- Health
- Physics and astronomy
- Science and mathematics teacher education
- Other science and engineering related fields, not listed above
- Art and humanities fields
- Education, except science and math teacher education
- Management and administration fields
- Sales and marketing fields
- Social service and related fields
- Other non-science and non-engineering related fields, not listed above

**B.4.12 Age**

What was the age of *Owner 4* as of December 31, 2018?

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> Under 25 | <input type="checkbox"/> 45 - 54    |
| <input type="checkbox"/> 25 - 34  | <input type="checkbox"/> 55 - 64    |
| <input type="checkbox"/> 35 - 44  | <input type="checkbox"/> 65 or over |

**B.4.13 Place of Birth**

Was *Owner 4* born in the United States?

- Yes       No

**B.4.14 U.S. Citizenship**

Is *Owner 4* a citizen of the United States?

- Yes       No

**B.4.15 Reasons for Owning the Business**

How important to *Owner 4* are each of the following reasons for owning this business?

**Select one for each row.**

	Very Important	Somewhat Important	Not Important
Wanted to be my own boss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flexible hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Balance work and family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opportunity for greater income	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Best avenue for my ideas / goods / services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unable to find employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working for someone else didn’t appeal to me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Always wanted to start my own business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An entrepreneurial friend or family member was a role model	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wanted to carry on the family business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wanted to help and/or become more involved in my community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) ↴	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**B.5 One Family Majority Ownership**

In 2018, did **two or more members of one family own the majority** of this business? (*Family refers to spouses / unmarried partners, parents / guardians, children, siblings, or close relatives*).

Yes

No

**B.6 Joint Ownership**

In 2018, did spouses / unmarried partners jointly own this business?

Yes

No

**B.7 Equal Operation**

In 2018, was this business operated equally by both spouses / unmarried partners?

Yes, equally operated by spouses / unmarried partners

No, primarily operated by **Owner 1**

No, primarily operated by **Owner 2**

**Continue to Section C on the next page.**



**SECTION C: PRODUCTS AND PROCESSES**

The following section collects information on the business's introduction of a new or improved product (goods or services) or business process that differed significantly from the business's previous products or processes.

The products (goods or services) or business processes must have characteristics or intended uses that are new or which provide a significant improvement over what was previously used or sold by the business. However, they can fail or take time to prove themselves.

The products or business processes need only be new or improved for the business. They could have been originally developed or used by other businesses or organizations.

The following section asks about the three previous years including the calendar year 2018 instead of one year as in other sections of this questionnaire.

**C.1 New or Improved Goods or Services**

During the three years 2016 to 2018, did this business introduce to the market any new or improved goods or services that differed significantly from the business's previous goods or services?

**Select one for each row.**

- |  |                          |                          |
|--|--------------------------|--------------------------|
| a. <b>Goods.</b> (Exclude the simple resale of new goods and changes of a solely aesthetic nature.) A good is usually a tangible object such as a smartphone, furniture, or packaged software, but also include digital goods such as downloadable software, music and film. . . . . | Yes                      | No                       |
|  | <input type="checkbox"/> | <input type="checkbox"/> |
| b. <b>Services.</b> (Exclude the simple resale of new services.) A service is usually intangible, such as retailing, insurance, educational courses, air travel, consulting, etc., and also includes digital services. . . . .   | <input type="checkbox"/> | <input type="checkbox"/> |

If 'No' is selected for a. and b., skip to '**C.5 - Process Innovation**' on page 16.

**C.2 Novelty of New or Improved Goods or Services**

During the three years 2016 to 2018, did this business introduce any new or improved goods or services that were:

**Select one for each row.**

- |  |                          |                          |
|--|--------------------------|--------------------------|
| a. <b>New to the market?</b> This business introduced a new or improved product (good or service) that was <u>not previously offered</u> by any of your competitors (it may have already been <u>available in other markets</u> ). . . . . | Yes                      | No                       |
|  | <input type="checkbox"/> | <input type="checkbox"/> |
| b. <b>New only to this business?</b> This business introduced a new or improved product (good or service) that was <u>identical or very similar</u> to products already offered by your competitors . . . . .                              | <input type="checkbox"/> | <input type="checkbox"/> |

**C.3 New or Improved Goods or Services as a Percent of Total Sales**

Using the definitions in the previous question, what percentage of this business's '**A.11 Domestic Sales and Revenues**' in 2018 **sales and revenues** were attributable to or originated from domestic operations:

- |  |   |                                  |
|--|---|----------------------------------|
| a. New or improved goods and services introduced during 2016 to 2018 that were <b>new to your market</b> . . . . .   | <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> | <input type="text" value="0"/> % |
| b. New or improved goods and services introduced during 2016 to 2018 that were <b>new only to this business</b> . . . . .  | <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> | <input type="text" value="0"/> % |
| c. Goods and services that were unchanged or only marginally modified during 2016 to 2018 (include the resale of new goods or services purchased from other companies) . . . . . | <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> | <input type="text" value="0"/> % |

**Total sales in 2018      100%**



**C.4 Sources of New or Improved Goods or Services**

Who developed these new or improved products (goods and services)? *For other businesses, include independent businesses. Organizations include universities, research institutes, nonprofits, etc. **Select all that apply.***

- This business by itself
- This business together with other businesses or organizations
- This business by adapting or modifying products originally developed by other businesses or organizations
- Other businesses or organizations

**C.5 New or Improved Business Processes**

During the three years 2016 to 2018, did this business introduce any of the following types of new or improved business processes that differ significantly from your previous business processes?

	Yes	No
a. Methods for producing goods or providing services (including methods for developing goods or services) . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
b. Logistics, delivery or distribution methods . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
c. Marketing methods for promotion, packaging, pricing, product placement or after sales services . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
d. Information and communication systems (including hardware, software and data processing) . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
e. Administration and management activities (including decision-making human resource management, and methods for accounting or other administrative operations) . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
f. Product and business process development activities (including activities to identify, develop or adapt products or processes) . . . . .	<input type="checkbox"/>	<input type="checkbox"/>

If 'Yes' is selected for question **C.1a.** or **C1b.** and 'No' is selected for question **C.5a. – f.**, Skip to **C.7 – Innovation Activities'** on page 17.

If 'No' is selected for question **C.1a.** and **C.1b.** and 'No' is selected for question **C.5a. – f.**, Skip to **Section D** on page 19.

**C.6 Improved Business Process Developers**

Who developed these new or improved business processes? *For other businesses, include independent businesses. Organizations include universities, research institutes, nonprofits, etc. **Select all that apply.***

- This business by itself
- This business together with other businesses or organizations
- This business by adapting or modifying products originally developed by other businesses or organizations
- Other businesses or organizations





**C.7 Activities for New or Improved Products or Business Processes**

During the three years 2016 to 2018, did this business have any of the following types of innovation activities? Include all developmental, financial and commercial activities, that were intended to result in a new or improved product or business process that differed significantly from your previous products or processes.

	Yes	No
a. <b>Research and development:</b> creative and systematic work undertaken in order to increase the stock of knowledge and to devise new applications of available knowledge . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
b. <b>Engineering and design activities:</b> planning of technical specifications, testing, evaluation, setup and pre-production for goods, services, processes or systems; installing equipment, tooling-up, testing, trials and user demonstrations; and activities to extract knowledge or design information from existing products or process equipment. Also includes activities to develop a new or modified function, form or appearance for goods services or processes. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
c. <b>Marketing and brand equity activities:</b> include market research, market testing, methods for pricing, product placement and product promotion; product advertising, the promotion of products at trade fairs or exhibitions and the development of marketing strategies. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
d. <b>Intellectual Property (IP) related activities:</b> protection or exploitation of knowledge, often created through R&D, software development, and engineering, design and other creative work, including all related administrative and legal work . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
e. <b>Employee training:</b> activities that are paid for or subsidized by the firm to develop knowledge and skills required for the specific trade, occupation or vocation of a firm employees. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
f. <b>Software development and database activities:</b> in-house development and purchase of computer software; collection and analysis of data in proprietary computer databases and data obtained from publicly available reports or the Internet; and activities to upgrade or expand the functions of IT systems, including computer programs and databases. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
g. <b>Acquisition of machinery, equipment and other tangible assets.</b> . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
h. <b>Management related to innovation:</b> Activities to plan, govern and control internal and external resources. . . . .	<input type="checkbox"/>	<input type="checkbox"/>

If 'No' is selected for **C.7.a. – h.** and **Total Number of W-2 Paid Employees or Employee/Owners** from question '**A.8 Number of W-2 Paid Employees or Employee/Owners**' is between 1 and 9, skip to **Section D: Research and Development** on page 19.

If 'No' is selected for **C.7.a. – h.** and **Total Number of W-2 Paid Employees or Employee/Owners** from question '**A.8 Number of W-2 Paid Employees or Employee/Owners**' is greater than or equal to 10, skip to **Section E: Technology and Intellectual Property** on page 23.



**C.8 Activity Costs**

During 2018, how much did this business spend on the following innovation activities: **Note that this question refers only to the year 2018 and not 2016 to 2018.**

- a. Research and development
- b. Engineering and design activities
- c. Marketing and brand equity activities
- d. Intellectual Property (IP) related activities
- e. Employee training
- f. Software development and database activities
- g. Acquisition of machinery, equipment and other tangible assets
- h. Management related to innovation

i. **Total** .....

Mil.	Thou.	Dol.
0 0 0	0 0 0	0 0 0

If **'YES'** is selected for a. from question **'C.7 - Innovation Activities'** and **Total Number of W-2 Paid Employees or Employee/Owners** from question **'A.8 Number of W-2 Paid Employees or Employee/Owners'** is greater than or equal to 10 and response to **'C.8 Innovation Cost'** does not equal zero, continue to **'C.9 - R&D for Activity Costs'**.

If the response to **'C.8 Innovation Cost'** equals **zero** and **Total Number of W-2 Paid Employees or Employee/Owners** from question **'A.8 Number of W-2 Paid Employees or Employee/Owners'** is between 1 and 9, skip to **Section D: Research and Development** on page 19.

If the response to **'C.8 Innovation Cost'** equals **zero** and **Total Number of W-2 Paid Employees or Employee/Owners** from question **'A.8 Number of W-2 Paid Employees or Employee/Owners'** is greater than or equal to 10, skip to **Section E: Technology and Intellectual Property** on page 23.

**C.9 R&D for Activity Costs**

Of the **'C.8 Innovation Costs'** reported, how much was for research and development (creative and systematic work undertaken in order to increase the stock of knowledge and to devise new applications of available knowledge) in 2018 ? .....

Mil.	Thou.	Dol.
0 0 0	0 0 0	0 0 0



**SECTION D: RESEARCH AND DEVELOPMENT**

The following section collects information on research and development activity from businesses with W-2 employment between 1 and 9. If **Total Number of W-2 Paid Employees/Owners** (Question A.8) is 10 or more, Skip to **Section E** on page 23.

What is Research and Development (R&D)?

Research and development (R&D) comprise creative and systematic work undertaken in order to increase the stock of knowledge and to devise new applications of available knowledge.

The term R&D does NOT include expenditures for:

- Costs for routine product testing, quality control, and technical services unless they are an integral part of an R&D project
- Market research
- Efficiency surveys or management studies
- Literary, artistic, or historical projects, such as films, music, or books and other publications
- Prospecting or exploration for natural resources

R&D activity in software INCLUDES:

- Software development or improvement activities that expand scientific or technological knowledge
- Construction of new theories and algorithms in the field of computer science

R&D activity in software EXCLUDES:

- Software development that does not depend on a scientific or technological advance, such as
  - supporting or adapting existing systems
  - adding functionality to existing application programs, and
  - routine debugging of existing systems and software
- Creation of new software based on known methods and applications
- Conversion or translation of existing software and software languages
- Adaptation of a product to a specific client, unless knowledge that significantly improved the base program was added in that process

Reporting unit

The reporting unit is this business, including all subsidiaries and divisions. Include subsidiary companies where there is more than 50 percent ownership.

Reporting period

Report data for the calendar year 2018, if possible, or for this business’s fiscal year ending between April 2018 and March 2019.

Estimates are acceptable

Report all items to the best of your ability.

**D.1 R&D Activities**

During 2018, did this business do any of the following R&D activities? *Include activities that:*

- *This business performed*
- *Others paid this business to do*
- *This business paid others to do*

	Yes	No
a. Conducted activities aimed at acquiring new knowledge or understanding without specific immediate commercial applications or uses . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
b. Conducted activities aimed at acquiring new knowledge for solving a specific problem or meeting a specific commercial objective. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
c. Conducted systematic work, drawing on research and practical experience and resulting in additional knowledge, which is directed to producing new products or processes or to improving existing products or processes. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
d. Developed and tested goods, services, or processes that were derived from scientific research or technical findings. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
e. Developed software that advanced scientific or technological knowledge . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
f. Produced findings that could be published in academic journals or presented at scientific conferences. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
g. Applied scientific or technical knowledge in a way that has never been done before . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
h. Created new scientific or technical solutions that can be generalized to other situations. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
i. Conducted work to discover previously unknown technological facts, structures, or relationships . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
j. Conducted work to extend the understanding of scientific facts, relationships, or principles in ways that could be useful to others . . . . .	<input type="checkbox"/>	<input type="checkbox"/>

If "No" is selected for rows a. – j., skip to Section **E: Technology and Intellectual Property** on page 23.



**D.2 R&D Costs**

What was the total cost (both direct and indirect) in 2018 for all the R&D activities reported as "Yes" in the 'R&D Activities' question? *Your best estimate is acceptable. Report dollar amount in thousands. If none, report zero.*

**Include the following costs:**

- Salaries, wages, fringe benefits
- Plant, machinery, and equipment, except that which was capitalized because it had an alternative future use
- Materials, supplies, software
- Rent, utilities
- Consultants, contractors
- Depreciation expense from plant, machinery, and equipment that was capitalized because it had an alternative future use

**Do not include:**

- Costs for routine product testing, quality control, and technical services unless they are an integral part of an R&D project
- Market research
- Efficiency surveys or management studies
- Literary, artistic, or historical projects, such as films, music, or books and other publications
- Prospecting or exploration for natural resources

Total costs for 'R&D Activities' reported in the R&D Activities question for 2018 . . . . .

Mil.	Thou.	Dol.
<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>

**D.3 Foreign R&D Costs**

During 2018, what amount, if any, of the 'D.2 R&D Costs' was performed by businesses outside the U.S.? . . . . .

Mil.	Thou.	Dol.
<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>

**D.4 Domestic R&D Costs**

Calculate this business's domestic R&D costs by subtracting the amount entered for R&D costs outside the U.S. (question 'D.3 - Foreign R&D Costs') from all R&D costs (question 'D.2 - R&D Costs'). This value will be used in other questions in this questionnaire.

This business's domestic R&D cost in 2018 . . . . .

Mil.	Thou.	Dol.
<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>

**D.5 Types of R&D Costs**

During 2018, how much of the 'D.4 Domestic R&D Costs' in domestic R&D costs was for each of the following types of costs?

- a. Salaries, wages, and fringe benefits . . . . .
- b. Expensed machinery and equipment (not capitalized). . . . .
- c. Materials and supplies . . . . .
- d. Payments to others for R&D, including purchased R&D services . . . . .
- e. Depreciation on R&D property and equipment . . . . .
- f. All other costs (for example, consultants, contractors, travel, rent) . . . . .
- Total should equal the amount entered in **D.4 Domestic R&D Costs**

Mil.	Thou.	Dol.
<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>
<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>
<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>
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<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>
<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>



**D.6 Domestic Performance Costs**

Calculate this business's domestic R&D performance cost by subtracting the payments for R&D services (item d. in question 'D.5 - Types of R&D Costs') from domestic R&D costs (question 'D.4 Domestic R&D Costs'). Use this value in the next question.

This business's domestic R&D performance cost in 2018. ....

Mil.	Thou.	Dol.
		0 0 0

**D.7 Funding Sources for R&D Activities**

During 2018, of the 'D.6 R&D Domestic Performance Costs' in total R&D domestic performance costs, how much was paid for by the following sources?

- a. This U.S. business .....
  - b. Your foreign owner (if the business is foreign-owned) .....
  - c. Other businesses located within the U.S. ....
  - d. Other businesses located outside the U.S. ....
  - e. Universities or colleges located within the U.S. ....
  - f. Nonprofit organizations located within the U.S. ....
  - g. U.S. Federal government (including R&D grants). ....
  - h. U.S. State or local government (not including state universities) .....
  - i. All other organizations outside the U.S. ....
- Total should equal the amount entered in **D.6 R&D Domestic Performance Costs**. ....

Mil.	Thou.	Dol.
		0 0 0
		0 0 0
		0 0 0
		0 0 0
		0 0 0
		0 0 0
		0 0 0
		0 0 0
		0 0 0
		0 0 0

**D.8 R&D Categories**

During 2018, of the 'D.6 R&D Domestic Performance Costs' in R&D domestic performance costs, how much was for the following categories?

- a. **Basic research** – activities aimed at acquiring new knowledge or understanding without specific immediate commercial applications or uses .....
  - b. **Applied research** – activities aimed at solving a specific problem or meeting a specific commercial objective. ....
  - c. **Development** – systematic work, drawing on research and practical experience and resulting in additional knowledge, which is directed to producing new products or processes or to improving existing products or processes. ....
- Total should equal the amount entered in **D.6 R&D Domestic Performance Costs**. ....

Mil.	Thou.	Dol.
		0 0 0
		0 0 0
		0 0 0
		0 0 0



**D.9 R&D Employees**

For the pay period including March 12, 2018, how many employees from this business's domestic operations, were **R&D employees** and how many were **all other employees**? *Include owners who receive a W-2. If none, report zero.*

**R&D employees include** all employees who work on R&D or who provide direct support to R&D, such as researchers, R&D managers, technicians, clerical staff, and others assigned to R&D groups. **Exclude** employees who provide only indirect support to R&D, such as corporate personnel, security guards, and cafeteria workers.

Previously, you indicated this business had '**A.8 Number of W-2 Paid Employees or Employee/Owners**'.

- a. How many of those employees and owner/employees were R&D employees? . . . . .
- b. Of the R&D employees, how many were female? . . . . .
- c. Of the R&D employees, how many were male? . . . . .

Employees
<input style="width: 100%; height: 100%;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>

The sum of b. and c. should equal the amount entered in a.

**D.10 Employee Occupations**

Of the '**D.9a. R&D Employees**' R&D Employees you reported in line a., how many were? *If none, report zero.*

- a. Researchers (including R&D scientists, engineers, and their managers) . . . . .
- b. R&D technicians and equivalent staff. . . . .
- c. R&D support staff (clerical and other) . . . . .
- d. Total R&D employees (Total from **D.9a. R&D Employees**). . . . .
- e. Of the researchers reported in line 10a., how many had PhDs? . . . . .

Employees
<input style="width: 100%; height: 100%;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>

**D.11 Domestic R&D Employees Full Time Equivalent**

What was the full-time equivalent of the '**D.9a. R&D Employees**' R&D employees? *For full-time R&D employees, use the number of employees for the FTEs. For other full-time employees not working solely on R&D or part-time employees working on R&D, use the share of full-time work week they work on R&D.*

Total FTEs. . . . .

Number
<input style="width: 100%; height: 100%;" type="text"/>

**D.12 Domestic Researchers Full-Time Equivalent**

What was the full-time equivalent of the '**D.10a. R&D Employee Occupations**' researchers?

Total FTEs. . . . .

Number
<input style="width: 100%; height: 100%;" type="text"/>

**D.13 Tax Credit for Research Activities**

Did this business file for the tax credit for increasing research activities (IRS Form 6765) in 2018?

Yes     
  No



**SECTION E: TECHNOLOGY AND INTELLECTUAL PROPERTY**

The following section collects information on intellectual property and technology use for the business.

Technology related questions in this section asks about the following technologies:

Artificial Intelligence: Artificial intelligence is a branch of computer science and engineering devoted to making machines intelligent. Intelligence is that quality that enables an entity to perceive, analyze, determine response and act appropriately in its environment.

Cloud-Based Computing Systems and Applications: Cloud systems and applications are computing resources available on-demand via the internet.

Specialized Software (excluding Artificial Intelligence): Specialized software is software dedicated to performing a particular business function.

Robotics: Robotic equipment (or robots) are automatically controlled, reprogrammable, and multipurpose machines used in automated operations in industrial and service environments.

Specialized Equipment (excluding Robotics): Specialized equipment is equipment capable of automatically carrying out pre-specified task(s).

**E.1 Intellectual Property Activities**

Indicate whether this business did any of the following during 2018. **Select one for each row.**

	Yes	No
a. Transferred intellectual property (IP) to others not owned by this business through participation in technical assistance or "know - how" agreements. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
b. Received IP from others not owned by this business through participation in technical assistance or "know-how" agreements . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
c. Participated in cross-licensing agreements in which two or more parties grant a license to each other for the use of the subject matter claimed in one or more of the patents owned by each party. . . . .	<input type="checkbox"/>	<input type="checkbox"/>
d. Allowed free use of patents or other IP owned by this business (for example, allowing free use of software patents by the open source community) . . . . .	<input type="checkbox"/>	<input type="checkbox"/>
e. Made use of open source patents or other freely available IP not owned by this business . . . . .	<input type="checkbox"/>	<input type="checkbox"/>

**E.2 Importance of Intellectual Property**

During 2018, how important were the following types of intellectual property protection to this business? **Select one for each row.**

	Very Important	Somewhat Important	Not Important
a. Utility patents (patents for inventions). . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Design patents (patents for appearance) . . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Trademarks . . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Copyrights . . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Trade secrets . . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Nondisclosure agreements . . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**E.3 Production Technology for Goods and Services**

During the three years 2016 to 2018, to what extent did this business use the following technologies in production processes for goods or services?

**Artificial Intelligence**

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Did not use                                      | <input type="checkbox"/> Moderate use |
| <input type="checkbox"/> Tested, but did not use in production or service | <input type="checkbox"/> High use     |
| <input type="checkbox"/> Low use  | <input type="checkbox"/> Don't know   |

**Cloud-Based Computing Systems and Applications**

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Did not use                                      | <input type="checkbox"/> Moderate use |
| <input type="checkbox"/> Tested, but did not use in production or service | <input type="checkbox"/> High use     |
| <input type="checkbox"/> Low use  | <input type="checkbox"/> Don't know   |

**Specialized Software**

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Did not use                                      | <input type="checkbox"/> Moderate use |
| <input type="checkbox"/> Tested, but did not use in production or service | <input type="checkbox"/> High use     |
| <input type="checkbox"/> Low use  | <input type="checkbox"/> Don't know   |

**Robotics**

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Did not use                                      | <input type="checkbox"/> Moderate use |
| <input type="checkbox"/> Tested, but did not use in production or service | <input type="checkbox"/> High use     |
| <input type="checkbox"/> Low use  | <input type="checkbox"/> Don't know   |

**Specialized Equipment**

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Did not use                                      | <input type="checkbox"/> Moderate use |
| <input type="checkbox"/> Tested, but did not use in production or service | <input type="checkbox"/> High use     |
| <input type="checkbox"/> Low use  | <input type="checkbox"/> Don't know   |

If all answers to **E.3** are **“Did not use”, “Tested, but did not use in production or service”,** or **“Don't know”** then proceed to **E.19 – Factors Adversely Affecting Technology Adoption and Utilization** on page 30.

If answers for **Artificial Intelligence** are **“Low Use”, “Moderate Use”,** or **“High Use”** then answer questions E.4 – E.6 on page 25.

If answers for **Cloud-based Computing Systems and Applications** are **“Low Use”, “Moderate Use”,** or **“High Use”** then answer questions E.7 – E.9 on page 26.

If answers for **Specialized Software** are **“Low Use”, “Moderate Use”,** or **“High Use”** then answer questions E.10 – E.12 on page 27.

If answers for **Robotics** are **“Low Use”, “Moderate Use”,** or **“High Use”** then answer questions E.13 – E.15 on page 28.

If answers for **Specialized Equipment** are **“Low Use”, “Moderate Use”,** or **“High Use”** then answer questions E.16 – E.18 on page 29.





**E.4 Motivation for Artificial Intelligence Technology Adoption and Utilization – Processes and Methods**

During the three years 2016 to 2018, why did this business adopt or use **Artificial Intelligence**?

**Select all that apply.**

- To automate tasks performed by labor
- To upgrade outdated processes or methods
- To improve quality or reliability of processes or methods
- To expand the range of goods or services
- To adopt standards and accreditation
- Some other reason

**E.5 Impact of Artificial Intelligence Technology on Workforce – Processes and Methods**

During the three years 2016 to 2018, what were the effects of adopting or using **Artificial Intelligence** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
  
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.6 Impact of Artificial Intelligence Technology on Worker Types – Processes and Methods**

Indicate what effect **Artificial Intelligence** had on the following types of workers employed by this business during the three years 2016 to 2018.

- A. The number of **production workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ production workers
  
- B. The number of **nonproduction workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonproduction workers
  
- C. The number of **supervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ supervisory workers
  
- D. The number of **nonsupervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonsupervisory workers



**E.7 Motivation for Cloud-Based Computing Systems and Applications Technology Adoption and Utilization – Processes and Methods**

During the three years 2016 to 2018, why did this business adopt or use **Cloud-Based Computing Systems and Applications**?

*Select all that apply.*

- To automate tasks performed by labor
- To upgrade outdated processes or methods
- To improve quality or reliability of processes or methods
- To expand the range of goods or services
- To adopt standards and accreditation
- Some other reason

**E.8 Impact of Cloud-Based Computing Systems and Applications Technology on Workforce – Processes and Methods**

During the three years 2016 to 2018, what were the effects of adopting or using **Cloud-Based Computing Systems and Applications** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.9 Impact of Cloud-Based Computing Systems and Applications Technology on Worker Types – Processes and Methods**

Indicate what effect **Cloud-Based Computing Systems and Applications** had on the following types of workers employed by this business during the three years 2016 to 2018.

- A. The number of **production workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ production workers
- B. The number of **nonproduction workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonproduction workers
- C. The number of **supervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ supervisory workers
- D. The number of **nonsupervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonsupervisory workers



**E.10 Motivation for Specialized Software Technology Adoption and Utilization – Processes and Methods**

During the three years 2016 to 2018, why did this business adopt or use **Specialized Software**?

**Select all that apply.**

- To automate tasks performed by labor
- To upgrade outdated processes or methods
- To improve quality or reliability of processes or methods
- To expand the range of goods or services
- To adopt standards and accreditation
- Some other reason

**E.11 Impact of Specialized Software Technology on Workforce – Processes and Methods**

During the three years 2016 to 2018, what were the effects of adopting or using **Specialized Software** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
  
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.12 Impact of Specialized Software Technology on Worker Types – Processes and Methods**

Indicate what effect **Specialized Software** had on the following types of workers employed by this business during the three years 2016 to 2018.

- A. The number of **production workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ production workers
  
- B. The number of **nonproduction workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonproduction workers
  
- C. The number of **supervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ supervisory workers
  
- D. The number of **nonsupervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonsupervisory workers



**E.13 Motivation for Robotics Technology Adoption and Utilization – Processes and Methods**

During the three years 2016 to 2018, why did this business adopt or use **Robotics**?

**Select all that apply.**

- To automate tasks performed by labor
- To upgrade outdated processes or methods
- To improve quality or reliability of processes or methods
- To expand the range of goods or services
- To adopt standards and accreditation
- Some other reason

**E.14 Impact of Robotics Technology on Workforce – Processes and Methods**

During the three years 2016 to 2018, what were the effects of adopting or using **Robotics** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.15 Impact of Robotics Technology on Worker Types – Processes and Methods**

Indicate what effect **Robotics** had on the following types of workers employed by this business during the three years 2016 to 2018.

- A. The number of **production workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ production workers
- B. The number of **nonproduction workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonproduction workers
- C. The number of **supervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ supervisory workers
- D. The number of **nonsupervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonsupervisory workers



**E.16 Motivation for Specialized Equipment Technology Adoption and Utilization – Processes and Methods**

During the three years 2016 to 2018, why did this business adopt or use **Specialized Equipment**? **Select all that apply.**

- To automate tasks performed by labor
- To upgrade outdated processes or methods
- To improve quality or reliability of processes or methods
- To expand the range of goods or services
- To adopt standards and accreditation
- Some other reason

**E.17 Impact of Specialized Equipment Technology on Workforce & Processes and Methods – Processes and Methods**

During the three years 2016 to 2018, what were the effects of adopting or using **Specialized Equipment** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.18 Impact of Specialized Equipment Technology on Worker Types – Processes and Methods**

Indicate what effect **Specialized Equipment** had on the following types of workers employed by this business during the three years 2016 to 2018.

- A. The number of **production workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ production workers
- B. The number of **nonproduction workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonproduction workers
- C. The number of **supervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ supervisory workers
- D. The number of **nonsupervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonsupervisory workers



**E.19 Factors Adversely Affecting Technology Adoption and Utilization**

During the three years 2016 to 2018, indicate which factors adversely affected the adoption or utilization of the following technologies to produce goods or services. Select all that apply for each technology.

**Artificial Intelligence**

- |   |   |
|---|---|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations   |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cyber security) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital   |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                       |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                    |

**Cloud-Based Computing Systems and Applications**

- |   |   |
|---|---|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations   |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cyber security) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital   |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                       |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                    |

**Specialized Software**

- |   |   |
|---|---|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations   |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cyber security) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital   |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                       |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                    |

**Robotics**

- |   |   |
|---|---|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations   |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cyber security) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital   |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                       |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                    |

**Specialized Equipment**

- |   |   |
|---|---|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations   |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cyber security) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital   |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                       |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                    |



**E.20 Technology Based Goods and Services**

During the three years 2016 to 2018, did this business sell the following technologies or goods or services that included the following technologies?

**Artificial Intelligence**

- Yes
- No
- Don't know

**Cloud-Based Computing Systems and Applications**

- Yes
- No
- Don't know

**Specialized Software**

- Yes
- No
- Don't know

**Robotics**

- Yes
- No
- Don't know

**Specialized Equipment**

- Yes
- No
- Don't know

If all answers to **E.20** are “No” or “Don't know” then proceed to **E.36 Factors Adversely Affecting Technology Production** on page 37.

If answer for **Artificial Intelligence** is “Yes” then answer questions E.21 – E.23 on page 32.

If answer for **Cloud-based Computing Systems and Applications** is “Yes” then answer questions E.24 – E.26 on page 33.

If answer for **Specialized Software** is “Yes” then answer questions E.27 – E.29 on page 34.

If answer for **Robotics** is “Yes” then answer questions E.30 – E.32 on page 35.

If answer for **Specialized Equipment** is “Yes” then answer questions E.33 – E.35 on page 36.



**E.21 Motivation for Artificial Intelligence Technology Adoption and Utilization – Goods and Services**

During the three years 2016 to 2018, why did this business produce **Artificial Intelligence**, or produce goods or services that included Artificial Intelligence? **Select all that apply.**

- To upgrade goods or services
- To expand the range of goods or services
- To enter new markets or adapt existing products to new markets
- To increase or maintain market share
- To adopt standards and accreditation
- Some other reason

**E.22 Impact of Artificial Intelligence Technology on Workforce – Goods and Services**

During the three years 2016 to 2018, what were the effects producing **Artificial Intelligence** or producing goods or services that included **Artificial Intelligence** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.23 Impact of Artificial Intelligence Technology on Worker Types – Goods and Services**

Indicate what effect producing **Artificial Intelligence** or producing goods or services that included **Artificial Intelligence** had on the following types of workers employed by this business during the three years 2016 to 2018.

- A. The number of **production workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ production workers
- B. The number of **nonproduction workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonproduction workers
- C. The number of **supervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ supervisory workers
- D. The number of **nonsupervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonsupervisory workers





**E.24 Motivation for Cloud-Based Computing Systems and Applications Technology Adoption and Utilization – Goods and Services**

During the three years 2016 to 2018, why did this business produce **Cloud-Based Computing Systems and Applications**, or produce goods or services that included **Cloud-Based Computing Systems and Applications**? *Select all that apply.*

- To upgrade goods or services
- To expand the range of goods or services
- To enter new markets or adapt existing products to new markets
- To increase or maintain market share
- To adopt standards and accreditation
- Some other reason

**E.25 Impact of Cloud-Based Computing Systems and Applications Technology on Workforce – Goods and Services**

During the three years 2016 to 2018, what were the effects of producing **Cloud-Based Computing Systems and Applications** or producing goods or services that included **Cloud-Based Computing Systems and Applications** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.26 Impact of Cloud-Based Computing Systems and Applications Technology on Worker Types – Goods and Services**

Indicate what effect producing **Cloud-Based Computing Systems and Applications** or producing goods or services that included **Cloud-Based Computing Systems and Applications** had on the following types of workers employed by this business during the three years 2016 to 2018.

- A. The number of **production workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ production workers
- B. The number of **nonproduction workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonproduction workers
- C. The number of **supervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ supervisory workers
- D. The number of **nonsupervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonsupervisory workers



**E.27 Motivation for Specialized Software Technology Adoption and Utilization – Goods and Services**

During the three years 2016 to 2018, why did this business produce **Specialized Software**, or produce goods or services that included **Specialized Software**? *Select all that apply.*

- To upgrade goods or services
- To expand the range of goods or services
- To enter new markets or adapt existing products to new markets
- To increase or maintain market share
- To adopt standards and accreditation
- Some other reason

**E.28 Impact of Specialized Software Technology on Workforce – Goods and Services**

During the three years 2016 to 2018, what were the effects of producing **Specialized Software** or producing goods or services that included **Specialized Software** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.29 Impact of Specialized Software Technology on Worker Types – Goods and Services**

Indicate what effect producing **Specialized Software** or producing goods or services that included **Specialized Software** had on the following types of workers employed by this business during the three years 2016 to 2018.

- A. The number of **production workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ production workers
- B. The number of **nonproduction workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonproduction workers
- C. The number of **supervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ supervisory workers
- D. The number of **nonsupervisory workers**
  - Increased
  - Decreased
  - Did not change
  - Not applicable, we did not employ nonsupervisory workers



**E.30 Motivation for Robotics Technology Adoption and Utilization – Goods and Services**

During the three years 2016 to 2018, why did this business produce **Robotics**, or produce goods or services that included **Robotics**?

**Select all that apply.**

- To upgrade goods or services
- To expand the range of goods or services
- To enter new markets or adapt existing products to new markets
- To increase or maintain market share
- To adopt standards and accreditation
- Some other reason

**E.31 Impact of Robotics Technology on Workforce – Goods and Services**

During the three years 2016 to 2018, what were the effects of producing **Robotics** or producing goods or services that included **Robotics** on the following?

A. The **number of workers** employed by this business

- Increased
- Decreased
- Did not change

B. The **skill level of workers** employed by this business

- Increased overall
- Decreased overall
- Did not change overall

C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business

- Increased overall
- Decreased overall
- Did not change overall
- Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.32 Impact of Robotics Technology on Worker Types – Goods and Services**

Indicate what effect producing **Robotics** or producing goods or services that included **Robotics** had on the following types of workers employed by this business during the three years 2016 to 2018.

A. The number of **production workers**

- Increased
- Decreased
- Did not change
- Not applicable, we did not employ production workers

B. The number of **nonproduction workers**

- Increased
- Decreased
- Did not change
- Not applicable, we did not employ nonproduction workers

C. The number of **supervisory workers**

- Increased
- Decreased
- Did not change
- Not applicable, we did not employ supervisory workers

D. The number of **nonsupervisory workers**

- Increased
- Decreased
- Did not change
- Not applicable, we did not employ nonsupervisory workers



**E.33 Motivation for Specialized Equipment Technology Adoption and Utilization – Goods and Services**

During the three years 2016 to 2018, why did this business produce **Specialized Equipment**, or produce goods or services that included **Specialized Equipment**? **Select all that apply.**

- To upgrade goods or services
- To expand the range of goods or services
- To enter new markets or adapt existing products to new markets
- To increase or maintain market share
- To adopt standards and accreditation
- Some other reason

**E.34 Impact of Specialized Equipment Technology on Workforce – Goods and Services**

During the three years 2016 to 2018, what were the effects of producing **Specialized Equipment** or producing goods or services that included **Specialized Equipment** on the following?

- A. The **number of workers** employed by this business
  - Increased
  - Decreased
  - Did not change
- B. The **skill level of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
- C. The **scientific, technological, engineering, and mathematical skills of workers** employed by this business
  - Increased overall
  - Decreased overall
  - Did not change overall
  - Not applicable, we did not employ workers with scientific, technological, engineering and mathematical skills

**E.35 Impact of Specialized Equipment Technology on Worker Types – Goods and Services**

Indicate what effect producing **Specialized Equipment** or producing goods or services that included **Specialized Equipment** had on the following types of workers employed by this business during the three years 2016 to 2018.

A. The number of **production workers**

- Increased
- Decreased
- Did not change
- Not applicable, we did not employ production workers

B. The number of **nonproduction workers**

- Increased
- Decreased
- Did not change
- Not applicable, we did not employ nonproduction workers

C. The number of **supervisory workers**

- Increased
- Decreased
- Did not change
- Not applicable, we did not employ supervisory workers

D. The number of **nonsupervisory workers**

- Increased
- Decreased
- Did not change
- Not applicable, we did not employ nonsupervisory workers



**E.36 Factors Adversely Affecting Technology Production**

During the three years 2016 to 2018, indicate which factors adversely affected the production of the following technologies or goods or services that included the technology. Select all that apply for each technology.

**Artificial Intelligence**

- |   |  |
|---|--|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations  |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cybersecurity) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital  |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                      |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                   |

**Cloud-Based Computing Systems and Applications**

- |   |  |
|---|--|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations  |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cybersecurity) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital  |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                      |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                   |

**Specialized Software**

- |   |  |
|---|--|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations  |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cybersecurity) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital  |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                      |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                   |

**Robotics**

- |   |  |
|---|--|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations  |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cybersecurity) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital  |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                      |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                   |

**Specialized Equipment**

- |   |  |
|---|--|
| <input type="checkbox"/> This technology was too expensive                  | <input type="checkbox"/> Laws and regulations  |
| <input type="checkbox"/> The technology was not mature                      | <input type="checkbox"/> Concerns regarding safety and security (physical security and/or cybersecurity) |
| <input type="checkbox"/> Lacked access to required data                     | <input type="checkbox"/> Lacked access to capital  |
| <input type="checkbox"/> Required data not reliable                         | <input type="checkbox"/> Technology not applicable to this business                                      |
| <input type="checkbox"/> Lacked access to required human capital and talent | <input type="checkbox"/> No factors adversely affected the adoption of this technology                   |



**SECTION F: CONTACT INFORMATION**

Please **PRINT** the first and last name of the person filling out this form.

Contact Name

Include today's date and a telephone number so that we can reach you if there is a question.

Date

Area code

Phone number

Ext.

Email address

**Additional Remarks:** Please use this space for any explanations that may be essential in understanding your reported data.

**Thank you for completing your 2019 Annual Business Survey form.**



**Definitions**

**Products:**

Products are goods and services (including knowledge-capturing products) that result from a process of production.

**Goods:**

Goods are physical, produced objects for which a demand exists, over which ownership rights can be established and whose ownership can be transferred from one institutional unit to another by engaging in transactions on markets.

**Services:**

Services are the result of a production activity that changes the conditions of the consuming units or facilitates the exchange of products or financial assets. They cannot be traded separately from their production. Services can also include some knowledge-capturing products.

**Business process functions:**

Business process includes the following: (1) methods for producing goods or providing services; (2) distribution and logistics; (3) marketing and sales; (4) information and communication systems; (5) administration and management activities; and (6) product and business process development (including activities to identify, develop or adapt products or a firm's processes).

**Production Processes:**

Production processes (or production activities) are defined as all activities, under the control of a business, that use inputs of labor, capital, goods and services to produce outputs of goods and services.

**Research and Development (R&D):**

Research and development (R&D) comprise creative and systematic work undertaken in order to increase the stock of knowledge and to devise new applications of available knowledge.

The term R&D does NOT include expenditures for:

- Costs for routine product testing, quality control, and technical services unless they are an integral part of an R&D project
- Market research
- Efficiency surveys or management studies
- Literary, artistic, or historical projects, such as films, music, or books and other publications
- Prospecting or exploration for natural resources

**R&D activity in software INCLUDES:**

- Software development or improvement activities that expand scientific or technological knowledge
- Construction of new theories and algorithms in the field of computer science

**R&D activity in software EXCLUDES:**

- Software development that does not depend on a scientific or technological advance, such as
  - supporting or adapting existing systems
  - adding functionality to existing application programs, and
  - routine debugging of existing systems and software
- Creation of new software based on known methods and applications
- Conversion or translation of existing software and software languages
- Adaptation of a product to a specific client, unless knowledge that significantly improved the base program was added in that process



**Definitions- continued**

**Artificial Intelligence:**

Artificial intelligence is a branch of computer science and engineering devoted to making machines intelligent. Intelligence is that quality that enables an entity to perceive, analyze, determine response and act appropriately in its environment. Systems with artificial intelligence perform functions including, but not limited to, speech recognition, machine vision, or machine learning:

- Speech recognition transforms human speech into a format useful for computer applications (for example, a digital assistant)
- Machine vision uses sensors and software that allow images to be used as an input for computer applications (for example, systems that sort or inspect objects or support navigation in mobile equipment)
- Machine learning uses statistical software and data to “learn” and make better predictions without reprogramming (for example, recommender systems for websites, or sales and demand forecasting)

Artificial Intelligence technologies also include virtual agents, deep learning platforms, decision management systems, biometrics, text analytics, and natural language generation and processing.

**Cloud-Based Computing Systems and Applications:**

Cloud systems and applications are computing resources available on-demand via the internet. Cloud computing enables ubiquitous, convenient, on-demand internet access to a shared pool of configurable computing resources (e.g., networks, servers, storage, applications, and services) that can be rapidly provisioned and released with minimal management effort or service provider interaction.

**Specialized Software (excluding Artificial Intelligence):**

Specialized software is custom or packaged software dedicated to performing a particular business function. Specialized software includes, but is not limited to, software applications for accounting, sales, marketing, customer service and billing, logistics, health care delivery, telemedicine, computer-aided design (CAD), computer-aided engineering (CAE), or inventory management. Specialized software excludes general purpose software such as word processing or spreadsheets. Exclude Artificial Intelligence software reported above.

**Robotics:**

Robotic equipment (or robots) are automatically controlled, reprogrammable, and multipurpose machines used in automated operations in industrial and service environments. Robots may be mobile, incorporated into stand-alone stations, or integrated into a production line. A robot may be part of a manufacturing cell or incorporated into another piece of equipment.

Industrial robots may perform operations such as: palletizing, pick and place, machine tending, material handling, dispensing, welding, packing/repacking, and cleanroom.

Service robots are commonly used in businesses for such operations as cleaning, delivery, construction, inspection, and medical services such as dispensing or surgery.

**Specialized Equipment (excluding Robotics):**

Specialized equipment refers to equipment capable of automatically carrying out pre-specified task(s). Specialized equipment includes, but is not limited to, computer numerically controlled (CNC) machinery, computer-aided manufacturing (CAM) systems, manufacturing cells, materials working lasers, automated guided vehicles systems, automated storage and retrieval systems, and automated materials handling systems. Exclude robotics equipment reported above.





**Definitions-** *continued*

**Production worker:**

A worker (up through the line supervisor level) engaged in activities or processes that result in the creation of products, goods or services. This includes those directly engaged in fabricating, processing, assembling, inspecting, receiving, storing, handling, packing, warehousing, shipping (but not delivering), maintenance, repair, janitorial and guard services, product development, auxiliary production for the own use of business (e.g. a power plant), recordkeeping, and other services closely associated with these production operations in the business covered by the report. Employees above the working-supervisor level are excluded.

This group includes the following employees in the construction sector: working supervisors, qualified craft employees, mechanics, apprentices, helpers, laborers, and so forth, engaged in new work, alterations, demolition, repair, maintenance, and the like, whether working at the site of construction or in shops or yards at jobs (such as precutting and preassembling) ordinarily performed by members of the construction trades.

**Nonproduction worker:**

A worker engaged in the following activities: supervision above the working foreman level, sales (including driver-salesman), sales delivery (highway truck drivers and their helpers), advertising, credit collection, installation and servicing of own products, clerical and routine office functions, executive, purchasing, financing, legal, professional, and technical. Also included are employees on the payroll of the business engaged in the construction of major additions or alterations to the plant who are utilized as a separate work force.

**Supervisory worker:**

A worker whose major responsibility is to supervise, plan, or direct the work of others, such as top executive and managerial positions, officers of corporations, department heads, and superintendents.

**Nonsupervisory worker:**

A worker who does not supervise, plan, or direct the work of others. This group includes employees (not above the working-supervisor level) such as office and clerical employees, repairers, salespersons, operators, drivers, physicians, lawyers, accountants, nurses, social employees, research aides, teachers, drafters, photographers, beauticians, musicians, restaurant employees, custodial employees, attendants, line installers and repairers, laborers, janitors, guards, and other employees at similar occupational levels whose services are closely associated with those of the employees listed.



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