

**Department of Health and Human Services
National Institutes of Health
Agency Agreement and Clearance**

- Intra-Agency Agreement (within NIH)
 Inter-Agency Agreement (outside NIH)

1. NIH Agreement Number (including Mod. No.)
Y1-PC-4032-07
2. Paying Agency
NIH/NCI/
3. Receiving Agency
ESA/BC/

4. Title of the Agreement
Next Series of Tobacco Use Supplements to the Current Population Survey (TUS-CPS) 2010-2011 Modification

5. Summary of the Substance of the Agreement (include purpose, resources committed: funds, personnel, equipment, facilities, etc.)
Y1-PC-4032-07-This amendment modifies agreement Y1PC4032-06 to allow for additional follow up (FU) and funding as part of the next series of TUS-CPS in May 2010, August 2010, and January 2011. This change allows for the addition of a half sample TUS data collection by the Census Bureau in May 2011 utilizing the CPS May 2011 panels 5-8. These households/respondents correspond to those being sampled in May 2010 panels 1-4 as part of the main 2010-2011 TUS-CPS fielding agreement.--The timing of the main 2010-2011 TUS-CPS and the May 2011 FU afford a unique, efficient, and critical opportunity to examine tobacco control changes under FDA new unprecedented tobacco regulation law. The TUS-CPS will continue to provide invaluable information for national and state estimates of tobacco use and other tobacco

6. Period of the Agreement
Date of signature to 09/30/2009
7. Authority for the Agreement
This agreement is made in accordance with the authority in Title 42 USC 285a-2(B) (8) of the Public Health Service Act. The authority for the Census Bureau to enter into this agreement is Title 13 U.S.C. 8(b).

Billing Information

Paying Agency	8. Agency Location Code 75-08-0031	10. Address Office of Financial Management, 2115 East Jefferson Street, Room 4B432, Bethesda, MD 20892-8500-MS 8500
	9. Employer Identification Number 152085811501	
Receiving Agency	11. Agency Location Code 13040001	13. Address 4700 Silver Hill Road, Suitland, MD 20746
	12. Employer Identification Number 53-0204537F	

Accounting Information - Paying Agency

14. Paying Federal Agency	15. Agreement No. (for NIH Y1/Y2)	16. Appropriation	17. CAN	18. Amount	19. Signatories (Name and Title)	20. Date
WHE/DoHHS/NIH/NCI/DCCPS	Y1-PC-4032-07 DUNS: 927645168	75-9-0849	8481396	\$250,000	Robert Croyle Director Mary Kashanchi Deputy ARC Manager	8/10/09 8/16/09

Accounting Information - Receiving Agency

21. Receiving Federal Agency	22. Agreement No. (for NIH Y1/Y2)	23. Appropriation	24. CAN	25. Amount	26. Signatories (Name and Title)	27. Date
WHE/DOC/ESA/BC	DUNS: 929955383	427		\$250,000	Howard Hogan Associate Director of Demographic Programs, Census Bureau	8/20/09

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34. Clearances
IC
Signature and Date

Department of Health and Human Services
National Institutes of Health
Interagency Agreement (IAA)
between
Department of Commerce, U.S. Census Bureau
No. 0084-2007-035
and
National Cancer Institute (NCI), NIH
Y1-PC-4032-07

1. PARTIES, PURPOSE AND BACKGROUND

This Interagency agreement (IAA) establishes a modification to the agreement (Y1-PC-4032-06) between the National Cancer Institute (NCI), National Institute of Health (NIH) and the U.S. Census Bureau, U.S. Department of Commerce (DOC) through which the NCI, NIH will provide funds to the Census Bureau to conduct the Next Series of Tobacco Use Supplements to the Current Population Survey (TUS-CPS) in May 2010, August 2010 and January 2011. This modification allows for the addition of a half sample TUS data collection by the Census Bureau in May 2011 utilizing the CPS May 2011 panel numbers 5-8. These households/respondents correspond to those sampled in May 2010 panels 1-4 as part of the main 2010-2011 TUS-CPS fielding agreement.

The addition of the May 2011 follow up (FU) data collection will provide efficient, rich, and generalizable answers to many tobacco control questions that are best answered using a longitudinal approach. The timing of the main 2010-2011 TUS-CPS affords a unique, efficient, and critical opportunity to monitor and evaluate tobacco control changes in light of the recent unprecedented FDA tobacco regulation bill signed into law.

The 2010-2011 TUS-CPS (main sample in May 2010, August 2010, January 2010, and the half sample follow up in May 2011) will provide invaluable information for national and state estimates of tobacco use and other tobacco control measures as part of the continuing need for tobacco control surveillance. In 2006, the NCI and the NIH Office of Medical Application of Research sponsored a State of the Science Conference on Tobacco Use: Prevention, Cessation, and Control. The conference highlighted an array of strategies to address these tobacco use issues. Ultimately, the conference evoked discussion about "what we need to learn" to further address this problem and emphasized that this future learning depends heavily on surveillance programs. Public health strategies require continuous need for surveillance; much that is needed is provided by the TUS-CPS series public use data, and disseminated reports and publications based on its data.

This survey is part of a continuing series of surveys that were originally fielded by the Census Bureau periodically over the 1990's (Y01-CN-00673, Y1-CN-0002-01 and Y1-PC-8002-01) and early 2000's (Y1-PC-0020, Y1-PC-1010, Y1-PC-4032) and made available for general public use and will be continuing in the future alternating between a standard or core tobacco use survey and a special topic survey focusing on emerging adult tobacco control issues. The CDC has been co-sponsoring these series with the NCI since 2001.

2. DESCRIPTION OF WORK

This year's **additional** tasks for May 2011 half- sample FU component are: 1) Produce May 2011 sampling statements; 2) Assist NCI in securing of clearances; 3) Work with NCI to update timeline for project; to accommodate May 2011 FU 4) Review NCI's paper copy of May 2011 FU questionnaire (shortened version of 2010-2011 TUS-CPS main questionnaire modified as appropriate for FU). Make recommendations that facilitate a FU interview as appropriate. Also make recommendations for simplifying code for NCI directed skip patterns as necessary. 5) Initiate development of May 2011 survey instruments (CAPI/CATI). May 2011 instruments should allow as usual for TUS-CPS at least five household contacts (four call-backs). To maximize overall response rates especially self-response, if available, use Census Bureau's newly developed "Contact History Instrument" (CHI) and any other useful methods from Census Bureau's vast experience with all its different surveys; 6) Begin revising main 2010-2011 TUS training and field materials to accommodate changes in questions and procedures for the May 2011 FU instruments and fielding.

The May 2011 FU will require the same tasks (except where noted) as the general tasks outlined in paragraph #3 of this Section for the entire 2010-2011 TUS-CPS. For example, the Census Bureau will give NCI the May 2011 edited data file within 4 months of fielding, and corrected edited and weighted files within 6 months. The addition of the May 2011 FU changes the two panels in August 2010 that can be re-interviewed in August 2010 with an abbreviated TUS-CPS from "panels 8 and/or possibly 4" to "panel #8" in order to ensure that no respondent is interviewed three times within the entire 2010-2011 TUS-CPS survey wave.

The Census Bureau will continue with funds already obligated earlier this fiscal year as part of the main agreement (Y1-PC-4032-06) the following: 1) Review NCI's paper copy of survey instruments and make recommendations for simplifying code for NCI directed skip patterns as necessary. Work with NCI to update timeline for project; 2) Develop survey instruments (CAPI/CATI). Instruments should allow as usual for TUS-CPS at least five household contacts (four call-backs). To maximize overall response rates especially self-response, if available, use Census Bureau's newly developed "Contact History Instrument" (CHI) and any other useful methods from Census Bureau's vast experience with all its different surveys; 3) Conduct interviewer training and monitoring. Revise previous 2006-07 materials to accommodate changes in questions and procedures for the 2010-2011 instruments and fielding. Make copies of the NCI Spanish translation of the 2010-2011 TUS and disseminate them to the field for use; 4) Produce sampling statements; 5) Assist NCI in securing of clearances; 6) Conduct full three month field collection of data in May 2010, August 2010, and January 2011. This year's work will include preparation and fielding of May 2010 and August 2010. While the IAA calls for three full months (i.e., 8 panels each month) of data collection, to reduce respondent burden, we have agreed to give the full TUS instrument to August panels 1-3 and 5-7. Panel 8, will be given an abbreviated version of the TUS instrument. The 2010-2011 TUS-CPS abbreviated version's purpose is to evaluate the validity/reliability of some concepts being changed in the 2010-2011 TUS so that previous trend data can be calibrated to the new wording; and; 7) Conduct data handling, processing, and editing. Develop main weights and replicate weights. Create documentation and data files for NCI and for public users; 8) Provide for further dissemination of TUS-CPS public use information through Census Bureau's DataFerrett system. The Census Bureau will provide to NCI edited data files within 4 months, and corrected edited and weighted files within 6 months, of fielding each monthly data collection. A more detailed and updated timeline and specifics will continue to be developed jointly by both the NCI and the Census Bureau shortly after the contract is signed and executed by both parties.

3. AUTHORITY:

The authority for NCI to enter into this agreement is Title 42 U.S.C. 285a-2(B) (8) of the Public Health Service Act. The authority for the Census Bureau to enter into this agreement is Title 13 U.S.C. 8(b).

4. TERMS AND CONDITIONS

The Census Bureau will achieve full cost recovery for the goods and services it is providing under this agreement. See attached *Terms of Agreement*.

This agreement is subject to the availability of funds.

The data collected under this agreement are confidential under Title 13 U.S.C. § 9. Should the NCI staff require access to Title 13 data from this survey to assist in the planning, data collection, data analysis, or production of final products, those staff members are required to obtain Census Bureau Special Sworn Status (SSS). They must demonstrate that they have suitable background clearance and they must take Title 13 Awareness Training.

Any access to Title 13 data at the NCI is subject to prior approval by the Census Bureau's Data Stewardship Executive Policy Committee upon assurance that the NCI facility and information technology security meet Census Bureau requirements.

5. TRANSFER OF FUNDS

Billing in the additional amount of \$250,000 will be accomplished through the U.S. Treasury's Intra-Governmental Payment and Collection system once both parties sign this agreement. Reimbursable billing will be made to NCI following the effective date of this agreement. Transfer of funds will be by the on-line payment and collection system. Transfer of funds by the Census Bureau must take place before the end of the fiscal year (September 2009 for current commitment/obligation). At least quarterly, the parties will reconcile balances related to revenue and expenses for work performed under the agreement.

For performance of this Agreement, the NCI agrees to provide to the Census Bureau for costs incurred in the direct performance of the Statement of Work outlined above in Section 2, paragraphs 1-3 of this Agreement. The cost of \$500,000 for the additional May 2011 half sample, has been estimated based on the current interagency agreement for the tobacco use supplements (2010-2011), colas, pay and data collection increases and other overheads for the three categories (preparing for and actual data collection; sampling statements; and processing costs --including questionnaire design and programming the revised questionnaire for CATI/CAPI collection, testing of instrument accuracy before collection, field representative training and other materials, computer processing programs for editing and weighting, and creation of microdata files and associated documentation).

NCI has already given the Census Bureau \$750,000 in each of FY '07 -'09 for the main 2010-2011 TUS-CPS. NCI plans to provide to the Census Bureau the remaining costs of \$1,050,000 (\$550,000 for the main TUS-CPS + \$500,000 for the May 2011 FU) as follows:

<u>FY 2009</u>	<u>FY 2010</u>
\$250,000	\$800,000

Funds currently available for this modification in FY '09 and allotted to this additional component of the Agreement are \$250,000. While it is the intention of the NCI to fund this Agreement up to the full amount over the period of performance, the NCI will not be obligated to reimburse the Census Bureau for costs in excess of periodic allotments, nor will the Census Bureau be obligated to continue performance in excess of the amounts allotted. It is anticipated that this agreement will be renewed/amended in FY 2010. Future funding is subject to availability of funds.

6. PROJECT OFFICERS:

For U.S. Census Bureau:

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7. BUDGET CONTACTS

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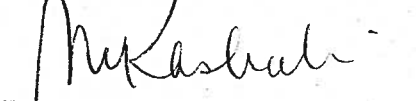
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8. ACCOUNTING DATA: (FY 2009)

	<u>To Census Bureau</u>	<u>From NCI/DCCPS</u>
Agency DUNS Number/BPN:	929955383	927645168
Agency Location Code:	13040001	75-08-0031
EIN:	53-0204537F	152085811501
Treasury Account Symbol	13X4512	
Appropriation:		75-9-0849
Allowance		N/A
Object Class Code		25.38
Amount:	\$250,000	\$250,000
Business Event Type Code	COLL	DISB
CAN		8481396

Fiscal Year FY'09 Funds Available:



Mary Kashanchi
Deputy ARC Manager,
Administrative Resource Center, DCCPS, NCI



Date

The parties agree that if there is a change regarding the information in this section, the party making the change will notify the other party in writing of such change.

9. DURATION OF AGREEMENT, AMENDMENTS AND MODIFICATIONS

This amended agreement shall be effective on the date signed by both parties. Work can continue until project is complete. This modification to the agreement authorizes additional FY 2009 funding over that authorized earlier in FY 2009 (NCI-Y1-PC-4032-06/Census Bureau 0084-2007-035-005-000). Authorization for funding in future years, or changes to the current Fiscal Year funding, will require an amendment to this agreement and may be modified by mutual written consent of both parties.

Any party may terminate this agreement by providing 60 days written notice to the other party.

If the NCI cancels the order, the Census Bureau is authorized to collect costs incurred prior to cancellation of the order plus any termination costs, up to the total payment amount provided for under this agreement.

This year's obligation of the agreement shall be in effect from its execution through September 30, 2009. Work will continue until the purpose of the agreement is achieved. However, this agreement only authorizes additional Fiscal Year 2009 funding over that authorized earlier in Fiscal year 2009. This project is expected to continue for 2.5 years to accomplish all the work with payment as outlined in this agreement in part 5.

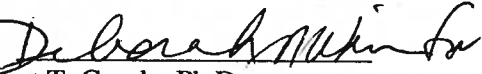
10. RESOLUTION OF DISAGREEMENTS

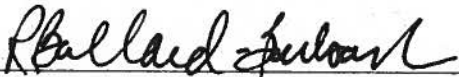
Nothing herein is intended to conflict with current Census Bureau or CNCS directives. If the terms of this agreement are inconsistent with existing directives of either of the agencies entering into this agreement, then those portions of this agreement that are determined to be inconsistent shall be invalid, but the remaining terms and conditions not affected by the inconsistency shall remain in full force and effect. At the first opportunity for review of the agreement, all necessary changes will be accomplished either by an amendment to this agreement or by entering into a new agreement, whichever is deemed expedient to the interest of both parties.

Disputes shall be resolved pursuant to applicable provisions of the Business Rules for Intra-governmental Transactions delineated in the *Treasury Financial Manual*, Vol. 1, Bulletin 2007-03, Section VII (Resolving Intra-governmental Disputes and Major Differences).

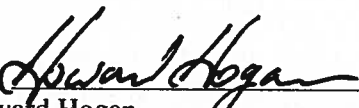
11. APPROVAL

Approved and accepted for National Cancer Institute, NIH:

By:  8/3/09
Robert T. Croyle, Ph.D. Date
Director, DCCPS, NCI, NIH

 July 31, 2009
Rachel Ballard-Barbash, M.D., MPH Date
Associate Director
ARP, DCCPS, NCI, NIH

Approved and accepted for Census Bureau:

By:  8/20/09
Howard Hogan Date
Associate Director for Demographic Programs
U.S. Census Bureau