

SUBMISSION OF INFORMATION COLLECTION
UNDER GENERIC CLEARANCES

DATE OF REQUEST: __May 16, 2011__

SUB AGENCY (I/C): __NIH/NIAID/Division of AIDS__

TITLE: _ Self-Administered Customer Satisfaction Surveys of Meetings and Conference Sessions __

GENERIC CLEARANCE UNDER OMB# _0925-0585-06__ **EXP. DATE:** _04/30/2014__

ABSTRACT:

The National Institute of Allergy and Infectious Diseases (NIAID) supports basic and applied research to prevent, diagnose, and treat infectious and immune-mediated illnesses, including illness from human immunodeficiency virus/acquired immunodeficiency syndrome (HIV/AIDS). This research will focus on NIAID's partners and stakeholders that attend NIAID supported meetings and/or conference sessions. Partners and stakeholders are gatekeepers of information who help to shape public perceptions of biomedical HIV prevention research. NIAID plans to gather customer satisfaction information for its meetings and conference session presentations through a series of customer satisfaction surveys (CSS) with partners and stakeholders. The series of surveys will include 771 survey respondents per year, for a total of 2,315 respondents over three years. The purpose of this formative research is to determine the usefulness of meetings and/or conference sessions and identify suggestions for refining content of future activities. These surveys will allow NIAID to better meet the needs of partners and stakeholders.

TOTAL ANNUAL BURDEN APPROVED: __1,460 hours__

BURDEN USED TO DATE: __0 hours__

BURDEN THIS REQUEST: __483.0 hours__

IS RACE AND ETHNICITY DATA COLLECTED AS REQUIRED?

____ YES NO ____ N/A

OBLIGATION TO RESPOND:

VOLUNTARY

____ REQUIRED TO OBTAIN OR RETAIN BENEFITS

____ MANDATORY

HOW WILL THIS SURVEY BE OFFERED?

____ WEB SITE

____ TELEPHONE INTERVIEW

____ MAIL RESPONSE

____ IN PERSON INTERVIEW

OTHER: _SELF-ADMINISTERED SURVEY__

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