

**“Preventive Health and Health Services Block Grant”**

**Supporting Statement Part B**

**Request for Revision  
OMB No. # 0920-0106**

**Technical Monitor:**

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### Attachments:

Attachment 1A	Authorizing Legislation, 42 USC Sections 300w - 300w-8
Attachment 1B	Authorizing Legislation, P.L. 102-531
Attachment 1C	Authorizing Legislation, 45 CFR 96
Attachment 2	Federal Register Notice
Attachment 3	List of FY11 PHHS Block Grant Recipients
Attachment 4A	Work Plan Instrument
Attachment 4B	Work Plan Guidance
Attachment 5A	Annual Report Instrument
Attachment 5B	Annual Report Guidance

## **B. Collections of Information Employing Statistical Methods**

The collection of information in Work Plans and Annual Reports does not employ statistical methods. Information is gathered from the Work Plans which, by law, require the States to provide a plan and appropriate certifications and assurances. Each Work Plan is to provide information on the populations for which activities are carried out, identification of disparately affected populations, strategies for improving health status, descriptions of programs and activities, the number of personnel needed to carry out the activities, amounts to be expended, and amounts to be expended on target populations.

Each awardee submits an Annual Report which provides data corresponding to the ways in which the awardee is using the funds and statements of progress in each program area identified in the corresponding Work Plan. Awardees do not report awardee data which can be found in Federal databases.

### **1. Respondent Universe and Sampling Methods**

The respondent universe includes 61 Preventive Health and Health Services awardees. All are being provided secure access to the system for the purposes of annual data entry. No sampling from this universe will be undertaken.

### **2. Procedures for the Collection of Information**

Each respondent is notified of the availability of the system and each will enter data into the system in accordance with PHHS Block Grant program guidance. The staff is available to meet with or otherwise consult with each respondent to ensure the proper and most efficient use of the system.

### **3. Methods to Maximize Response Rates and Deal with Nonresponse**

Awardees complete Work Plan and Annual Report information in accordance with legislative mandates. The utilization rate is 100%. The system is easy to use and requires very little training. On-line instructions for using the system are available to the user as is telephone and email support.

### **4. Tests of Procedures or Methods to be Undertaken**

The BGMIS has been in use since 2008. A pilot test was conducted in 2007 with seven representatives of states funded through the Block Grant program. There are currently no new methods or procedures that need to be undertaken during this period that an extension is being

requested. Based on experience with BGMIS users gained over the last 2-3 years, minor changes to the Guidance Documents (Attachments 4B and 5B) are being implemented to improve the clarity of instructions.

## **5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data**

The following individual will oversee the collection and summarization of information collected from PHHS block grant recipients.

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