Request for Approval under the
"Generic Clearance for the Collection of Routine Customer Feedback" (NCI)
(OMB Control Number: 0925-0642-34, Expiration Date 9/30/2014)

TITLE OF INFORMATION COLLECTION: NCI Office of Cancer Nanotechnology Laboratory (caNanoLab) Survey

PURPOSE:

The NCI Office of Cancer Nanotechnology Research (OCNR) is working together with the NCI Center for Biomedical Infomatics and Information Technology (CBIIT) to submit nanotechnology data to caNanoLab https://cananolab.nci.nih.gov/caNanoLab/home.jsp . The Nanotechnology Laboratory (caNanoLab) is a data portal designed to facilitate information sharing in the biomedical nanotechnology research community. The NCI OCNR would like to conduct a survey to gather information about the caNanoLab customer's interest and needs for the portal. The goal is to learn what data sources are most relevant for the customer's interest and to have the customers identify gaps in the caNanoLab database.

DESCRIPTION OF RESPONDENTS:

There will be three groups of respondents:

- Customers that access https://cananolab.nci.nih.gov/caNanoLab/home.jsp website.
- Customers who have voluntarily signed up to the NCI Nanotechnology Working Group members Listserv.
- Customers who follow the caNanoLab Wiki, via Twitter and other NCI social media avenues.

TYPE OF COLLECTION: (Check one)

[ ] Customer Comment Card/Complaint Form   [ ] Customer Satisfaction Survey
[ ] Usability Testing (e.g., Website or Software   [ ] Small Discussion Group
[ ] Focus Group   [x] Other: Customer Survey

CERTIFICATION:

I certify the following to be true:
1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Mervi Heiskanen

To assist review, please provide answers to the following question:

Personally Identifiable Information:
1. Is personally identifiable information (PII) collected? [ ] Yes [x] No
2. If Yes, will any information that is collected be included in records that are subject to the Privacy Act of 1974?   [ ] Yes [ ] No
3. If Yes, has an up-to-date System of Records Notice (SORN) been published? [ ] Yes [ ] No

Gifts or Payments:
Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? [ ] Yes [x] No

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
Individuals	60	10/60	10

Total Burden Hours used for IC's to date: 1857
Total Burden Hours Approved for IC's under 0925-0642: 8750
Total Burden Hours currently requested: 10

FEDERAL COST: The estimated annual cost to the Federal government is___$6000.00_____

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents
1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?
                                                  [x] Yes   [ ] No

Some respondents will complete the survey when they receive an invitation email requesting their participation. Others will complete the survey as a pop-up by accessing the website. Additional respondents will be notified about the availability of the survey through public announcements on the caNanoLab Wiki, via Twitter and other NCI social media avenues.

Administration of the Instrument
1. How will you collect the information? (Check all that apply)
        [x] Web-based or other forms of Social Media
        [ ] Telephone
        [ ] In-person
        [ ] Mail
        [ ] Other, Explain

2. Will interviewers or facilitators be used? [ ] Yes [x] No

List of instruments, instructions, and scripts submitted with this request:
Attachment A: E-mail invitation
Attachment B: Survey in Survey Monkey