

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0925-0655)

TITLE OF INFORMATION COLLECTION: Neuroscience Information Framework Search Survey

PURPOSE:

The Neuroscience Information Framework (NIF) search survey study will gather customer feedback on the current and new NIF search interfaces. The survey will try to highlight areas users like and areas which should be improved.

DESCRIPTION OF RESPONDENTS:

The respondents will be current users of the NIF search portal.

TYPE OF COLLECTION: (Check one)

- | | |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input checked="" type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input type="checkbox"/> Other: _____ |

CERTIFICATION:

I certify the following to be true: (whatever specifics you need to include)

- The collection is voluntary. ✓
- The collection is low-burden for respondents and low-cost for the Federal Government. ✓
- The collection is non-controversial and does not raise issues of concern to other federal agencies. ✓
- The results are not intended to be disseminated to the public. ✓
- Information gathered will not be used for the purpose of substantially informing influential policy decisions. ✓
- The collection is targeted to the solicitation of opinions from respondents who have experience with the program. ✓

Name and IC: Jonathan D. Pollock, Ph.D., National Institute on Drug Abuse

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

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? Yes No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974? Yes No
3. If Applicable, has a System or Records Notice been published? Yes No

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? Yes No

BURDEN HOURS

Category(s) of Respondent	No. of Respondents	Participation Time (in hrs.)	Total Burden Hrs.
NIF Search Portal Users (online)	100	10/60	16.7 Hours

FEDERAL COST: The estimated annual cost to the Federal government is: \$6,400

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

If the answer is yes, please provide a description of both below (or attach the sampling plan)? If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

Participants are individuals who visit and use the Neuroscience Information Framework website and/or search portal. Most participants will be students, teachers, researchers, and faculty. Participants are not state or local government employees.

Participants will be recruited by the survey being available on the NIF search portal. In addition, NIF does have a mailing list through which users receive a monthly newsletter. We will also provide a link to the survey through this newsletter.

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