



**DATE:** November 19, 2014

**TO:** Paul Pearlman  
Center for Global Health  
National Cancer Institute

**FROM:** NIH Privacy Act Officer

**SUBJECT:** Applicability of the Privacy Act: "Progress Reports for Center for Global Health's Low and Mid - Income Countries (LMICs) Global Health Collaborations"

I have reviewed the NCI submission to OMB referenced above. The project involves the collection of information by Principal Investigators (PIs) funded through the Center for Global Health's (CGH's) pilot collaborations. The information will be used to monitor individual award performance and the effectiveness of the program as a whole.

Two progress reports will be used. The 6-month report will request personally identifiable information such as name, email address and phone number, as well as objectives, accomplishments, barriers and challenges, collaborations, and findings. The information is gathered six months into the award and 12 months after the award. The 12-month report will request an overview of the partnership and the project including information about generated resources, status of patient/specimen accrual, benefits of infrastructure development, publications, future plans and new collaborations. The progress reports will be sent via email to the PIs by an NIH contractor, Leidos Biomedical Research, Inc. The PIs will complete and email the report to Leidos who will review the reports, share them with CGH staff, and create summary reports and recommendations. Names and other identifiers will not appear in any report of the study. Information in the reports will not be shared with anyone outside of the contractor and NIH, and files will be kept on password protected computers.

Since a personal identifier will be used to retrieve the information collected, this data collection will be covered by NIH Privacy Act Systems of Record 09-25-0036, "*Extramural Awards and Chartered Advisory Committees (IMPAC 2), Contract Information (DCIS), and Cooperative Agreement Information, HHS/NIH.*"

If you have questions, please contact me at (301) 402-6201.

Karen M. Plá

Enclosure

cc: Karla Bailey, NCI PRA Liaison (w/o enclosure)