

12/10/2015

TO: Office of Management and Budget (OMB)

Through: Reports Clearance Officer, DHHS[[1]](#footnote-1)

 Project Clearance Acting Chief, NIH

FROM: Paula Y. Goodwin, Ph.D.

 Special Assistant to the Director, Office of Extramural Programs (OEP)

SUBJECT: Non-Substantive Request- Generic Clearance for Surveys of the Office of Extramural Research (OD)

OMB No. 0925-0627, Expiry Date 4/30/2017

This is a request for OMB to approve a modification of Generic Clearance for Surveys of the Office of Extramural Research (OD), OMB No. 0925-0627, Expiry Date 4/30/2017, to increase the total number of respondents in all three respondent groups. The overall total number of responses will increase by 12,210 and the burden hours by 3,210.

The request to increase the total number of participants allowed under OMB#0925-0627, Expiration Date 4/30/2017, is prompted by the desire to allow for additional surveys that will allow the NIH to gather input from partners and customers, from within the scientific community and the public, to improve our processes and operations. For example, we anticipate conducting a survey of our Loan Repayment Program recipients where we expect to utilize approximately 1000 of the available burden hours. Additionally, we expect to conduct surveys related to small business grantees and the reviewer community. The burden hours for the anticipated surveys will exceed the hours available prompting us to request additional hours.

Should you have any questions or concerns regarding this request, please contact me at your earliest convenience.

 **Proposed Tables A.12-1 Annualized Estimated Burden Hours**

 TABLE A12-1.a. ESTIMATED ANNUAL HOURS OF BURDEN FOR QUANTITATIVE SURVEYS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of Respondents** | **Number of Respondents** | **Number of Responses per Respondent** | **Average Time per Response****(in hours)** | **Total Annual Burden Hours**  |
| Science professionals – applicants, reviewers, Institutional Officials | 5000 | 1 | 15/60 | 1250 |
| Adult science trainees | 1500 | 1 | 15/60  | 375 |
| General public | 3500 | 1 | 15/60 | 875 |
| **Totals** | 10,000 | 10,000 |  | 2,500 |

 TABLE A12-1.b. ESTIMATED ANNUAL HOURS OF BURDEN FOR QUALITATIVE SURVEYS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of Respondents** | **Number of Respondents** | **Number of Responses per Respondent** | **Average Time per Response****(in hours)** | **Total Annual Burden Hours** |
| Science professionals – applicants, reviewers, Institutional Officials | 75 | 1 | 1 | 75 |
| Adult science trainees | 40 | 1 | 1  | 40 |
| General public | 75 | 1 | 1 | 75 |
| **Totals** | 190 | 190 |  | 190 |

1. [↑](#footnote-ref-1)