

**Request for Approval under the “Generic Clearance for the Collection of  
Routine Customer Feedback” (OMB Control Number: 0920-1050)**

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**TITLE OF INFORMATION COLLECTION:**

MosquitoNet Surveillance System Focus Group

**PURPOSE:**

The purpose of this project is to gather feedback from mosquito control professionals to inform improvements to the MosquitoNET surveillance system (OMB Control No. 0920-1146), in terms of user acceptability. Attendees at the annual meeting of the American Mosquito Control Association will be invited to participate in a focus group (Att. 1) to identify barriers to participation in MoquitoNET, and to gather feedback on what aspects of the system work well and what improvements they would like to see. This activity is not designed to develop or contribute to generalizable knowledge. Feedback will be used to update the user interface of MosquitoNet.

**DESCRIPTION OF RESPONDENTS:**

Current users of MosquitoNet and individuals involved in mosquito surveillance across the US and territories. There will be one Focus Group event during the AMCA annual meeting. Attendees will be divided amongst the CDC collaborators and each group will be asked the same set of questions.

**TYPE OF COLLECTION:** (Check one)

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

**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: Roxanne Connelly

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

Since most of the focus group questions require qualitative responses, there is a possibility that some responses will need to be explained in more detail after the focus group meets. To have the ability to follow up with participants, we will give participants the option of voluntarily providing contact information at their places of employment.

Paper copies of the work contact information will be scanned and stored in an electronic format that is secured and accessible only to members of the MosquitoNET development team; the paper copy will be shredded.

**Gifts or Payments:**

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

**BURDEN HOURS**

Category of Respondent	No. of Respondents	Participation Time	Burden
MosquitoNet users (Individuals)	200	2 hrs	400 hrs
<b>Totals</b>			<b>400 hrs</b>

**FEDERAL COST:** The estimated annual cost to the Federal government is \$4,000

**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?  

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?

We will send via email a letter of invitation (attachment 2) to current users of MosquitoNet and to attendees of the 2018 American Mosquito Control Association (AMCA) Annual Meeting in Kansas City, Missouri using the AMCA attendee list. We will request an RSVP for those who are interested in attending the Focus Group.

**Administration of the Instrument**

1. How will you collect the information? (Check all that apply)
  - Web-based or other forms of Social Media
  - Telephone

In-person

Mail

Other, Explain

2. Will interviewers or facilitators be used?  Yes  No