

“Preventive Health and Health Services Block Grant”

Supporting Statement Part B

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Attachments:

Attachment 3 List of FY13 PHHS Block Grant Recipients

B. Collections of Information Employing Statistical Methods

1. Respondent Universe and Sampling Methods

The respondent universe includes all 61 Preventive Health and Health Services awardees (see Attachment 3). No sampling from this universe will be undertaken.

2. Procedures for the Collection of Information

The procedures for collection of information are consistent with what was previously approved. Each respondent is notified of program reporting requirements which include the provision of a plan and appropriate certifications and assurances. Information is submitted to CDC through an electronic Block Grant Management Information System (BGMIS). On an annual basis, each awardee submits one Work Plan and one Annual Report. Awardees enter data into the BGMIS system in accordance with PHHS Block Grant program guidance. All are being provided secure access to the system for the purposes of annual data entry. The CDC Block Grant program staff are available to meet with or otherwise consult with each respondent to ensure the proper and most efficient use of the system.

Each Work Plan provides information on the populations for which activities are carried out, identification of disparately affected populations, strategies for improving health status, descriptions of programs and activities, the number of personnel needed to carry out the activities, amounts to be expended, and amounts to be expended on target populations.

Each awardee submits an Annual Report which provides data corresponding to the ways in which the awardee is using the funds and statements of progress in each program area identified in the corresponding Work Plan. Awardees do not report awardee data which can be found in Federal databases.

3. Methods to Maximize Response Rates and Deal with Nonresponse

Awardees complete Work Plan and Annual Report information in accordance with legislative mandates. The utilization rate is 100%. The system is easy to use and requires very little training. On-line instructions for using the system are available to the user as is telephone and email support.

4. Tests of Procedures or Methods to be Undertaken

In 2007 CDC conducted a pilot test of BGMIS with several grantees. They have been successfully using the web based system for the past years, entering Work Plan applications,

Annual Progress Reports, and Success Stories. Since the last OMB approval in 2013, CDC PHHS Block Grant Program has updated the Work Plan Guidance document to reflect system changes and now links to specific locations in the document from the Work Plan Main page, instead of linking to six smaller documents. Program also clarified specific information that should be included in specific fields in the system to allow grantees to input the desired information to document appropriate program progress.

5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

The following individual will oversee the collection and summarization of information collected from PHHS block grant recipients.

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