

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0970-XXXX)

TITLE OF INFORMATION COLLECTION:

National Human Trafficking Training and Technical Assistance Center (NHTTAC)
General Fast Track OMB Package

PURPOSE:

The National Human Trafficking Training and Technical Assistance Center (NHTTAC) delivers training and technical assistance (T/TA) to inform and deliver a public health response to human trafficking. By applying a public health approach, NHTTAC holistically builds the capacity of communities to identify and respond to the complex needs of all survivors of human trafficking and address the root causes that make individuals, families, and communities vulnerable to trafficking. This will ultimately help survivors and people who are currently being trafficked, at risk of trafficking, or have been trafficked receive coordinated and trauma-informed services before, during, and after their trafficking exploitation, regardless of their age, gender, nationality, sexual orientation, or type of exploitation.

NHTTAC hosts a variety of services and programs to address this public health approach to improving service provision to victims of human trafficking. Some of the programs offered by NHTTAC include the Human Trafficking Leadership Academy (HTLA) and the Survivor Fellowship Program. These programs focus on survivor engagement and helping survivors build professional development skills, while simultaneously allowing the survivors to provide feedback to organizations on how they can improve services to potential victims of human trafficking.

Additionally, NHTTAC hosts a call center that is open from 8:30 a.m. to 5:30 p.m. EST, Monday through Friday. Through the call center, professionals can request T/TA and speak to an NHTTAC staff member who will identify their needs and the level of T/TA they need to fulfill their request. NHTTAC offers both short-term (take fewer than 3 months to fulfill) and specialized (take longer than 3 months to fulfill) T/TA requests to help the field. These T/TA requests can be offered either in person, virtually online, or in a combination.

Furthermore, NHTTAC supports grantees funded by the HHS Office on Trafficking in Persons (OTIP), including Trafficking Victim Assistance Program (TVAP) grantees, Domestic Victims of Human Trafficking (DVHT) grantees, Look Beneath the Surface (LBS), and National Human Trafficking Hotline grantees. In order to facilitate collaboration and knowledge sharing across the grantees, NHTTAC helps to coordinate meetings and information sharing across grantees.

Another service NHTTAC offers is a website with resources and materials to help to identify, prevent, respond to, and serve potential victims of human trafficking.

NHTTAC supports OTIP in a variety of ways. NHTTAC hosts and supports OTIP grantee meetings, cluster meetings, and regional and national conferences by providing consultants to present. NHTTAC also supports OTIP by assisting with the logistics and facilitation of the National Advisory Committee. In addition, NHTTAC provides scholarships to public health professionals, survivors of human trafficking, and multidisciplinary teams to assist with professional development.

DESCRIPTION OF RESPONDENTS:

Human Trafficking Leadership Academy (HTLA)

Participants in HTLA include survivors of human trafficking and other anti- trafficking professionals, which may include OTIP grantees that were selected by NHTTAC to participate in the fellowship. Participants are asked for feedback before and after the program in order to measure differences in knowledge and attitudes about human trafficking for grantees, and progression of professional development for survivors.

Survivor Fellowship Program

Participants in the Survivor Fellowship program are representatives from public health organizations and survivors of human trafficking. Participants are asked for their feedback about the program following its conclusion.

Call Center

People who call into the NHTTAC call center are primarily public health professionals and victim assistance organizations looking for T/TA on human trafficking service provision. Anyone who contacts the NHTTAC call center is asked for their feedback on their experience with the call center. People who call the NHTTAC call center sometimes solely request information, resources, or materials; however, if they request further T/TA, the call center staff will discuss their needs and determine if they need other T/TA support available through NHTTAC.

Short-Term and Specialized T/TA

Anyone who receives short-term or specialized T/TA is asked for feedback on their experience following the T/TA activity. Three to six months after specialized T/TA activities, NHTTAC follows up with participants to measure the outcomes of the T/TA.

OTIP Grantees

Furthermore, NHTTAC supports OTIP grantees by providing information and short-term or specialized T/TA, facilitating information sharing, and hosting meetings and webinars. Following meetings and webinars, NHTTAC asks for feedback from the OTIP grantees.

NHTTAC Website

NHTTAC also hosts a website of information and resources; people who visit the website are asked for their feedback on how the website can be improved.

Conference Support

NHTTAC supports conferences to share information, promising practices, and evidence-based research on human trafficking with the field. People who attend the conference sessions or conferences facilitated by NHTTAC are asked for their feedback following the event. NHTTAC also supports the delivery of cluster meetings on behalf of OTIP in order to engage with the field on a specific issue, need, or promising practice, and often provide logistical support for these meetings. Participants are asked for their feedback following these cluster meetings, as well.

National Advisory Council (NAC)

Additionally, NHTTAC supports the National Advisory Council (NAC) by facilitating and coordinating meetings. NAC members are asked for their feedback following meetings regarding how well they feel the group is working together and what could be improved in the future.

Organizational Scholarships

An organizational survivor scholarship may be awarded to an organization once within a 12-month period from the start date of its conference. The organization and conference must support the OTIP’s stated goals and mission, and must work with human trafficking survivors and/or populations at risk of human trafficking. The conference must be statewide, regional, or nationwide in scope and audience. The organization must demonstrate the capacity to administer a scholarship program, and a strategy for addressing the needs of human trafficking survivors or populations at risk of human trafficking through the conference workshops.

Professional Development Scholarships

Individuals eligible for professional development scholarship funding include child welfare experts, public health professionals, medical service providers, behavioral health professionals, violence prevention agencies, advocacy organizations, and volunteer service centers and survivors that provide support to trafficking survivors and/or populations at risk of trafficking. Federal, tribal, state, and local agencies and multidisciplinary teams (up to five individuals) that include service providers or professionals who work with human trafficking survivors or populations at risk of human trafficking are also eligible. Human trafficking survivors who have a minimum of 1 year of professional experience (including volunteer experience) working with human trafficking survivors and/or populations at risk of human trafficking are encouraged to apply. Eligible applicants must work with human trafficking survivors or populations at risk of human trafficking within the 50 states, the District of Columbia, and the following U.S. territories: American Samoa, Guam, the Northern Mariana Islands, Puerto Rico, and the U.S. Virgin Islands. Professionals and survivors who receive NHTTAC scholarships are asked for their feedback following their use of scholarship funds.

TYPE OF COLLECTION: (Check one)

- Customer Comment Card/Complaint Form Customer Satisfaction Survey
- Usability Testing (e.g., Website or Software) Small Discussion Group
- Focus Group 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: Katherine Chon

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

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? [X] Yes [] No
2. If Yes, will any information that is collected be included in records that are subject to the Privacy Act of 1974? [] Yes [X] No
3. If Yes, has an up-to-date System of Records Notice (SORN) been published? [] Yes [] No

Gifts or Payments*:

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

***Gifts or payments are not provided to all applicants. Scholarship recipients are selected and the types of reimbursement for expenses are processed according to the scholarship criteria. No incentives are offered as applicants.**

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
Advisory Committee Feedback Form	30	5 minutes	150 minutes
Call Center Feedback Form	300	5 minutes	1500 minutes
Conference Session Feedback Form	300	10 minutes	3000 minutes
General Conference Feedback Form	100	10 minutes	1000 minutes
Human Trafficking Leadership Academy Fellow Pre-Program Feedback Form	12	15 minutes	90 minutes
Human Trafficking Leadership Academy Fellow Post-Program Feedback Form	12	15 minutes	90 minutes
OTIP Grantee Feedback Form	50	10 minutes	500 minutes
Organizational Scholarship Application Feedback Form	25	10 minutes	250 minutes
Professional Feedback Scholarship Application Feedback Form	50	10 minutes	500 minutes
Short-Term T/TA Feedback Form	30	10 minutes	300 minutes
Specialized T/TA Feedback Form	50	15 minutes	750 minutes
Survivor Fellowship Organization Feedback Form	2	15 minutes	30 minutes
Survivor Fellowship Fellow Feedback Form	2	15 minutes	30 minutes
Website Feedback Form	300	5 minutes	1500

