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NCIPC Determination

General Information

Project Title

DELTA Impact Annual Progress Report (APR) Tool and Prevention Infrastructure Assessment

Science Officer(s) Lindsey Barranco **Division**: DVP **Telephone**: (404) 498-5221

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Project Officer(s) Jessica Crowell **Division**: DVP **Telephone**:

E-mail wuz6@cdc.gov **Ethics verification number**:

Proposed Project Dates:
Start: 03/02/2018 (Ex: MM/DD/YYYY) **Ending**: 03/01/2022 (Ex: MM/DD/YYYY)

Funding Mechanism

- Cooperative Agreement #: Funding FOA#: CE18-1801
- Grant #: Funding FOA#:
- Contract#:
- No funding (Specify):

Describe the purpose, methods, and outcomes of the project

PURPOSE: CDC has developed the Annual Progress Report (APR) tool and Prevention Infrastructure Assessment for DELTA Impact Recipients. The goal of this information collection effort is to collect data related to implementation and performance monitoring from DELTA Impact recipients and to allow CDC to assess the impact of the program across the program recipients. **METHODS:** The ten recipients will complete the APR tool annually using a Microsoft-based fillable electronic tool that will be submitted to CDC project officers and evaluation officers as part of their required annual reporting and continuation application. The Prevention Infrastructure Assessment will be collected via a web-based survey tool that will be emailed to recipients in years 1, 3 and 5. **OUTCOMES:** CDC will use the information collected to monitor recipient's progress and to identify facilitators and barriers to program implementation and achievement of outcomes. In addition, CDC will look at the aggregate impact of program activities on program outcomes across grantees.

Describe the roles and responsibilities of CDC and any partner organizations (e.g., grantee, contractor).

CDC will develop the APR tool, with help from an IT contractor, and will pre-populate as much information as possible before sending to the recipient to complete 120 days before the end of their first year of funding. After year 1, the recipients (10 state domestic violence coalitions) will continue to complete the tool on an annual basis and send to CDC. CDC and the IT contractor will then import the data from the tool into an integrated database.

CDC will send the Prevention Infrastructure Assessment to the Executive Director of each of the 10 state domestic violence coalitions one time in Years 1, 3 and 5 via a web-based survey tool. There will be one response per coalition. CDC will use the survey tool to aggregate and download the raw data which will be analyzed internally by CDC staff working on the project.

CDC will provide guidance and technical assistance to recipients around the completion of both the APR tool and the Infrastructure Assessment Tool and will be available to answer any questions that recipients have.

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Applicability of Human Subjects Regulations

Please check appropriate category:

☑ **I. Activity is not research.** Primary intent is public health practice: disease/injury control, surveillance, improvement of programs or services. Objectives focused on a specific population.

- ☐ **A.** Epidemic/endemic **disease/injury control** activity; collected data directly relate to *immediate* disease control needs (e.g., epi-aid).
- ☐ **B.** Routine **disease/injury surveillance** activity; data used for disease control program or policy purposes for a specific health condition/disease in a specific population and setting. (Includes disease reporting)
- ☑ **C. Program evaluation/monitoring** activity; data are used primarily for assessing, monitoring or improving a program, policy, or a communications activity (e.g., message testing) in a specific population/setting.
- ☐ **D.** Purchase orders or contracts for services or equipment.

-OR-

☐ **II. Activity is research but does NOT involve human subjects.** Primary intent is to develop or contribute to generalizable knowledge, but data is obtained solely from non-human sources or not living individuals, or anonymous existing data collected for another purpose are being analyzed:

- ☐ **A.** Activity is research involving collection/analysis of data about health facilities or other organizations or units, which are not individual persons
- ☐ **B.** Activity is research using existing unlinked or anonymous data previously collected for another purpose.
- ☐ **C.** Activity is research involving data and/or specimens from *deceased persons*.

-OR-

☐ **III. Activity is research involving human subjects but CDC is not engaged.** CDC employees including visiting scientists, fellows, and on-site contractors (but not off-site contractors or other collaborators

*Will NOT obtain consent or data by intervening or interacting with participants
*Will NOT have access to identifiable (including coded) private data or biological specimens

***NOTE**: Once local IRB approval has been obtained please forward a copy (electronic preferred) to the NCIPC Human Subjects Coordinator for records keeping purposes.*

-OR-

☐ **IV. Activity is research involving human subjects but exempt according to the categories specified in the regulations 45 CFR 46.101(b).** Educational practices, Educational tests, surveys, interviews, or observation of public behavior. Existing data, documents, records (e.g., not identifiable, publicly available). Demonstration projects.

-OR-

☐ **V. Activity is research involving human subjects, CDC is engaged, and CDC IRB approval will be sought.**

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Required Signatures

Kimberley E. Freire -S

Digitally signed by Kimberley E. Freire -S
Date: 2017.10.19 13:31:11 -04'00'

10/19/2017

Branch/Team Official (e.g., Branch chief or Team Lead) **Date**

Kathleen C. Basile -S

Digitally signed by Kathleen C. Basile -S
Date: 2017.10.19 17:03:25 -04'00'

10/19/2017

Division Official (e.g., ADS, Director) **Date**

Human Subjects Coordinator **Date**

Office Use Only

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Applicability of OMB-PRA Regulations

Please check appropriate category:

I. Does the activity involve collecting identical information from 10 or more respondents within a one year period
Including evaluation/monitoring (Examples of collections: Surveys & Interviews (Phone & On-line) - Focus groups – Surveillance – Program evaluation- Program monitoring).

___ **No**

_✔_ **Yes - Type of collection**:

___ Mail-back questionnaire	___ On-site questionnaire	___ Personal interview	Telephone survey
___ Testing/assessment form	_✔_ Web-based survey	___ Focus groups	Record abstractions
___ Evaluation	___ Observation	___ Workshop	Discussion group
___ Comment card			

_✔_ Other (Explain) Email APR Tool to Project Officer

II. Is NCIPC Sponsoring the data collection? Check all that apply.

_✔_ **A**. NCIPC will initiate or request a data collection.
_✔_ **B**. NCIPC will develop or design the data collection.
_✔_ **C.** NCIPC will manage or own the data collection.
_✔_ **D.** NCIPC will be directing the data collection.
_✔_ **E**. NCIPC staff will interact/intervene participants.
_✔_ **F**. NCIPC is requesting specific data reports.
___ **G.** NCIPC will disseminate the data as an official report or study.
___ **H.** NCIPC is not conducting any of the above activities and therefore is not sponsoring the data collection.

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