

Request for Approval under the “Conference, Meeting, Workshop, and Poster Session Registration Generic Clearance (OD)”

(OMB#: 0925-0740 Exp Date: 07/31/2019)

TITLE OF INFORMATION COLLECTION: RNA Imaging and Intracellular Dynamics Workshop (NCI)

PURPOSE: RNA biology has emerged as one of the most influential areas in modern biology and biomedicine. The NCI is home to a wide spectrum of work in RNA biology ranging from elucidating RNA biogenesis and structure, identifying functions for various classes of RNAs, establishing the role of RNA in disease, and exploring RNA-based and RNA-targeted therapies.

This workshop will focus on how basic steps in RNA metabolism are carried out and are integrated into a complex intracellular environment. It aims to bring together experts in the field to describe recent advances in methodologies used to understand subcellular RNA distribution, organization and function, discuss the impact they have had on current models and identify key areas of future development

DESCRIPTION OF RESPONDENTS: NIH Scientists, Researchers, PIs, postdocs, academic and local industrial institutions

TYPE OF COLLECTION: (Check *all that applies*)

Abstract

Application

Registration Form

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.

Name: Julia Lam

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

Gifts or Payments:

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

Amount: _____

Explanation for incentive: (include number of visits, etc.)

ESTIMATED BURDEN HOURS and COSTS

Category of Respondent	No. of Respondents	No. of Responses per Respondent	Time per Response (in hours)	Total Burden Hours
Individuals (Registration)	200	1	5/60	17
Individuals (Abstract)	50	1	5/60	4
Totals		250		21

Category of Respondent	Total Burden Hours	Wage Rate*	Total Burden Cost
Individuals	21	\$45.64	\$958.44
Totals			\$958.44

* Source of the mean Hourly Wage Rate is provided by the Bureau of Labor Statistics, Occupation title "Medical Scientists" 19-1040, https://www.bls.gov/oes/2017/May/oes_nat.htm#00-0000.

FEDERAL COST: The estimated annual cost to the Federal government is \$2,328.18

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Program Director	14/5	\$132,818	1%		\$1,328.18
Contractor Cost					\$1,000
Travel					
Other Cost					
Total					\$2,328.18

*the Salary in table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2018/DCB.pdf>

The selection of 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?

This meeting is advertised through NIH/NCI and NCI Frederick listservs, individual labs and committee members.

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

Survey form

Chart Abstraction

Other, Explain

2. Will interviewers, facilitators, or research coordinators be used? Yes No