



Date: October 28, 2019

To: Office of Management and Budget (OMB)

Through: Reports Clearance Officer, DHHS
Mikia Currie, Project Clearance Chief, NIH ____
Diane Kreinbrink, Project Clearance Liaison, NCI

FROM: Alison Lin, PhD, iCURE
National Cancer Institute Center to Reduce Cancer Health Disparities
(CRCHD)

Subject: Nonmaterial/Non-substantive change request for: Intramural Continuing
Umbrella of Research Experiences (iCURE) Application (National Cancer
Institute) OMB#0925-0758, Expiration Date 11/30/2021.

This non-substantive change request does not change the purpose or objectives of the website. Current application information that comes directly to CRCHD (postbaccalaureate supplement application, graduate student and postdoctoral applications) are collected by email submission.

As indicated in A.3 of the approved Supporting Statement A, an electronic application system was being designed. This system, the iCURE Management System (IMS), has been developed and is ready to launch. With this new use of Information Technology there is a reduction in both the Burden Hours and Respondent Cost.

Summary of Changes:

- There are no changes to the reference letter request. The changes to the website mainly include instructions on directing the applicants to the IMS. Specifically:
 - Applicants are directed to the link to IMS instead of email.
 - Applicants are requested to establish an eRA Commons ID, if not already. This is required to securely access the IMS.
- There is a reduction of 67 burden hours (305 to 238) from the Estimated Annualized Total Burden Hours (Table A.12.1) which has reduced the Annualized Respondent Cost by \$1,698.93 (\$10,209.10 to \$8,510.17) (Table A12.2).
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A.12-1 Estimated Annualized Burden Hours

Form Name	Type of Respondent	Number of Respondents	Number of Responses per Respondent	Average Time Per Response (in hours)	Total Annual Burden Hour
Postbac Supplemental Application	Post-Baccalaureate (Including Post-Master's)	50	1	20/60	17
Graduate Student Application	Graduate	30	1	75/60	38
Postdoctoral Fellowship Application	Postdoctoral	50	1	75/60	63
Reference Letter	PIs, Professors, and Supervisors	240	1	30/60	120
Total		370	370		238

A.12-2 Annualized Cost to the Respondents

Type of Respondent	Total Annual Burden Hours	Hourly Respondent Wage Rate*	Respondent Cost
Post-Baccalaureate Candidates	17	\$19.18	\$326.06
Graduate Students	38	\$18.13	\$688.94
Postdoctoral Candidates	63	\$30.99	\$1,952.37
PIs, Professors, and Supervisors**	120	\$46.19	\$5,542.80
Total	238		\$8,510.17

Six files are provided:

- iCURE Postbac-Application
- iCURE Grad Student- Application
- iCURE-Postdoc- Application
- Website Instructions for postbac
- Website Instructions for grad student
- Website Instructions for postdoc
- OMB Burden Statement