

Request for Approval under the Generic Clearance for the “Conference, Meeting, Workshop, and Poster Session Registration Generic Clearance (OD)”
(OMB#: 0925-0740, Expiration Date: 07/31/2022)

TITLE OF INFORMATION COLLECTION:

FY 2021 Center for Cancer Research Conferences (CCR)

PURPOSE:

The purpose of these conferences is to provide an opportunity for scientists from Center for Cancer Research, NCI Divisions and other NIH Institutes, as well as from the Extramural Community (academia and biotech), to gather and exchange information about the latest developments in research pertaining to cancer research. These conferences are essential for the exchange of information, research and ideas. NCI CCR Maintains a Conference website where the Registration and Request for Abstracts are in a standardized format. The data within the Estimated Burden Hours and Costs was obtained from previous conference figures and their totals. Upcoming conferences include:

- 10/07-08/2021 Hereditary Gastric Cancery Symposium;
- 10/21/2020 HIV Dynamics and Replication Program;
- 11/18-19, 2020 GVHD Symposium;
- 2/4-5/2021 ONS/NINR/NCI Science Symposium;
- 4/15-16/2021 RNA Biology Symposium;
- 4/29/2021 Pathogenesis of B Cell Malignancies Conference;
- 5/13-14/2021 Pancreatic Cancer Symposium;
- 09/30-10/1/2021 CECB Symposium.

DESCRIPTION OF RESPONDENTS:

Scientists, physicians, fellows and students doing transnational and clinical work in immunotherapy at the NIH, and in academia and biotech.

TYPE OF COLLECTION: (Check all that apply)

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: Denise Weddle Crouse

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 [X] No

Amount: _____

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

ESTIMATED BURDEN HOURS and COSTS

Form Name	Category of Respondent	No. of Respondents	No. of Responses per Respondent	Time per Response (in hours)	Total Burden Hours
Hereditary Gastric Cancer Symposium	Individuals (Registration)	150	1	5/60	13
HIV Dynamics and Replication Program	Individuals (Registration)	100	1	5/60	8
2020 GVHD Symposium	Individuals (Registration)	200	1	5/60	17
ONS/NINR/NCI Science Symposium	Individuals (Registration)	500	1	5/60	42
RNA Biology Symposium	Individuals (Registration)	700	1	5/60	58
RNA Biology Symposium	Individuals (Abstract)	140	1	5/60	12
Pathogenesis of B Cell Conference	Individuals (Registration)	400	1	5/60	33
Pathogenesis of B Conference	Individuals (Abstract)	60	1	5/60	5
Pancreatic Cancer Symposium	Individuals (Registration)	300	1	5/60	25
2021 CECB Symposium	Individuals (Registration)	600	1	5/60	50
2021 CECB Symposium	Individuals (Abstract)	130	1	5/60	11
Totals			3,280		274

Category of Respondent	Total Burden Hours	Hourly Wage Rate*	Total Burden Cost
Individuals	274	\$46.95	\$12,864.30
Total			\$12,864.30

* 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/2019/May/oes_nat.htm#00-0000.

FEDERAL COST: The estimated annual cost to the Federal government is **\$8,374.91.**

Staff	Grade/Step	Salary**	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Program Director	14/5	\$137,491	1%		\$1,374.91
Contractor Cost					\$7,000.00
Travel					\$ 0
Other Cost					\$ 0
Total					\$8,374.91

**The salary in the table above is cited from

<https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/20Tables/html/DCB.aspx>

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents

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?

[x] 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?

These conferences are advertised through NIH/NCI and NCI Frederick listservs, individual labs and committee members, past registration lists, GovDelivery and certain scientific websites “upcoming events” pages.

Administration of the Instrument

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

Will interviewers, facilitators, or research coordinators be used? [] Yes [X] No

Please make sure that all instruments, instructions, and scripts are submitted with the request.