

**“Promoting Adolescent Health through School-Based HIV/STD Prevention Reporting
Templates”**

Supporting Statement Part B

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Supported by:

Division of Adolescent and School Health
Centers for Disease Control and Prevention

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List of Attachments

Attachment Number	Document Description
1	Public Health Service Act Legislation
2	60 Day FRN
3	Component 1 Reporting Template
4	Component 2 Reporting Template
5	Component 1 Required Programmatic Activities Work Plan
6	Component 2 Required Programmatic Activities Work Plan
7	Component 2 Professional Development Work Plan

Section B: Collections of Information Employing Statistical Methods

B.1 Respondent Universe and Sampling Methods

The respondent universe for Component 1 reporting template and work plan consists of the PS18-1807 Program Managers for each funded agency. Eighty (80) sites will be completing the Component 1 reporting template and work plan. The respondent universe for Component 2 reporting template and work plans (required programmatic activities work plan and professional development work plan) consists of the PS18-1807 Program Manager for each funded agency. Twenty-five (25) sites will be completing the Component 2 reporting template and work plans (required programmatic activities work plan and professional development work plan). Data collection will be a census of all funded agencies.

B.2 Procedures for the Collection of Information

Both data collections will use a self-administered reporting template and work plans (required programmatic activities work plan and professional development work plan) to assess the required activities conducted by recipient education and health agencies funded by the Division of Adolescent and School Health under PS18-1807 Promoting Adolescent Health through School-Based HIV/STD Prevention.

B.3 Methods to Maximize Response Rates and Deal with No Response

This data collection is required every six months for the reporting templates by the Notice of Funding Opportunity (NOFO) and the Notice of Award (NOA) letter. Failure to complete the biannual report could result in a loss of future funding. Recipients will be reminded of the reporting requirements by their DASH Program Consultant via monthly calls and the DASH website. This data collection is required every twelve months for the work plans (required programmatic activities work plan and professional development work plan) by the Notice of Funding Opportunity (NOFO) and the Notice of Award (NOA) letter. Failure to complete the annual work plans (required programmatic activities work plan and professional development work plan) could result in a loss of future funding. Recipients will be reminded of the reporting requirements by their DASH Program Consultant via monthly calls and the DASH website.

B.4 Tests of Procedures or Methods to be Undertaken

The reporting templates and work plans (required programmatic activities work plan and professional development work plan) were developed with the extensive input of expert consultants internal to CDC. The reporting templates and work plans (required programmatic activities work plan and professional development work plan) were created around the required activities of the Notice of Funding Opportunity.

B.5 Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

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