



**DEPARTMENT OF HEALTH & HUMAN SERVICES**

Public Health Service

National Institutes of Health  
Bethesda, Maryland 20892

DATE: June 30, 2020

TO: Quinn Hirsch  
Office of Management and Budget (OMB)  
Reports Clearance Officer, DHHS

FROM: Mikia P. Currie  
Chief, Project Clearance Branch

SUBJECT: Change Request to a Currently Approved Form  
(OMB # 0925-0002, Expiration Date 2/28/2023)

This is a request for OMB to approve a non-substantial modification to the following form:

- PHS6031-1 Annual Payback Activities Certification (APAC)
  - Section I.4- Updated instructions
  - Section II.3- Removed Option A
  - Removed old instructions and added updated and clarifying language throughout instructions
  - Updated URL for form webpage

Your full consideration is appreciated.

**Attachments: PHS6031 Annual Payback Activities Certification (APAC)**