Request for Approval under the "Generic Clearance for the Collection of Routine Customer Feedback" (OMB#: 0925-0648 Exp., date: 05/2021)

TITLE OF INFORMATION COLLECTION:

Surveys to Support Assessment of the National Institute of Diabetes and Digestive and Kidney Diseases Office of Minority Health Research Coordination's Research and Training Opportunities for Students (NIDDK)

PURPOSE:

OMHRC is pursuing comprehensive assessments of student research programs. The assessments include a participant survey that focuses on the participant's education, research experiences, career, and professional accomplishments. These are the first comprehensive assessments of STEP-UP and DSRTP. The purpose of these assessments is to assess program outcomes over time, measure impacts on the biomedical workforce pipeline, identify any program challenges, and make recommendations to improve each program. Without these assessments, NIDDK will not have adequate information about program outcomes and opportunities to improve the programs in the future. NIDDK will not generalize the results of this study to the entire population.

DESCRIPTION OF RESPONDENTS:

The survey will be sent to all students that participated in the STEP-UP and DSRTP programs, since the program began in 2004. These programs support this goal by providing summer biomedical research opportunities to high school and undergraduate students from disadvantaged backgrounds or underrepresented racial and ethnic groups, and those with disabilities. The respondents will vary in age from 18 to mid-thirties.

TYPE OF COLLECTION: (Check one)

[ ] Customer Comment Card/Complaint Form   [x] Customer Satisfaction Survey
[ ] Usability Testing (e.g., Website or Software   [ ] Small Discussion Group
[ ] Focus Group   [ ] 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 <u>not</u> raise issues of concern to other federal agencies.
4. The results are <u>not</u> intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of <u>substantially</u> informing <u>influential</u> policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name:_____

To assist review, please provide answers to the following question:

Personally Identifiable Information:
1. Is personally identifiable information (PII) collected? [x] Yes [ ] No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974? [x] Yes [ ] No
3. If Applicable, has a System or Records Notice been published? [x] Yes [ ] No

Gifts or Payments:
Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? [x] Yes [ ] No

To encourage participation, respondents may elect to be added to a drawing for one of 8 $25 Amazon gift cards. At the end of the survey, participants will be prompted to email the NIDDK STEP-UP email box if they would like to enter the gift card raffle. Respondents will not be required to enter the raffle and no identifying information will be requested. The participant's email address will not be linked to their survey responses. Winners will be selected using a random number generator. The winners will be notified 30 days after the survey ends and will receive an online gift card via the email address they provided.

ESTIMATED BURDEN HOURS and COSTS

Category of Respondent	No. of Respondents	No. of Responses per Respondent	Time per Response (in hours)	Total Burden Hours
Private Sector Graduate Teaching Assistants (Non-Profit)	1098	1	20/60	366
Private Sector Life Scientists (Non-Profit)	1098	1	20/60	366
Totals	2,196			732

Category of Respondent	Total Burden Hours	Hourly Wage Rate*	Total Burden Cost
Private Sector Graduate Teaching Assistants (Non-Profit)	366	$17.20	$6,295.20
Private Sector Life Scientists (Non-Profit)	366	$39.94	$14,618.04
Totals	732		$20,913.24

*Bureau of Labor Statistics: The General Public rate was obtained from the http://www.bls.gov/oes/2017/may/oes_nat.htm#00-0000

The Health Professionals wage rate was obtained from http://www.bls.gov/oes/2017/may/oes290000.htm
Occupation title "Healthcare Practitioners and Technical Occupations", occupation code 29-0000;

Health Educators wage rate was obtained from http://www.bls.gov/oes/current/oes211091.htm, occupation code 21-1091.

FEDERAL COST: The estimated annual cost to the Federal government is **$**119,851.10

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Health Science Administrator	14	$118,410	10		$11,841.00
Health Science Administrator	13/10	$126,062	5		$6,303.10
Contractor Cost					$101,707.00
Travel					0
Other Cost					0
Total					$119,851.10

*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

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
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?

<p align="right">[x] Yes[ ] No</p>

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?

NIDDK has a list of all STEP-UP and DSRTP program participants. All program participants will be asked to complete the survey. We will be surveying the entire population of participants.

Administration of the Instrument
1. How will you collect the information? (Check all that apply)
   - [x] Web-based or other forms of Social Media
   - [ ] Telephone
   - [ ] In-person
   - [ ] Mail

[ ] Other, Explain
2.   Will interviewers or facilitators be used? [ ] Yes [x] No

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