

Request for Approval under the “Conference, Meeting, Workshop, and Poster Session Registration Generic Clearance (OD)”

(OMB#: 0925-0740 Exp Date: 07/2022)

TITLE OF INFORMATION COLLECTION: The Helping to End Addiction Long-term (HEAL) Initiative Investigator Meeting

PURPOSE: On May 17th-19th, 2021, NIH will host the 2021 Helping to End Addiction Long-term (HEAL) Initiative Investigator meeting to bring together investigators who are funded by the HEAL Initiative and are working to stem the pain and opioid crises. Prior to the meeting, NIH plans to collect research abstracts from HEAL-funded investigators, as well as posters for the virtual poster session during the meeting, so that the meeting organizers can select speakers who will present their work. Abstract and poster submission is voluntary.

DESCRIPTION OF RESPONDENTS: HEAL-funded investigators, including early career scientists and trainees. All meeting participants who register for the HEAL Investigator meeting have an option to submit abstracts and posters.

TYPE OF COLLECTION: (Check one)

Abstract
 Registration Form

Application
 Other: Form that collects research abstracts and posters

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: Sophia Jeon, Ph.D. Health Science Policy Analyst, NINDS OSPP

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 No

Amount: _____

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

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	800	1	30/60	400
Totals	800	800		400

Category of Respondent	Total Burden Hours	Wage Rate*	Total Burden Cost
Meeting registrants (including abstract submitters)	400	\$42.11	\$16,844.00
Totals	400		\$16,844.00

*Hourly wage rates for 19-1029 Biological Scientists is \$42.11 (based on <http://www.bls.gov/oes/current/oes191029.htm>).

FEDERAL COST: The estimated annual cost to the Federal government is \$3,920.94

Staff	Grade/Step	Salary	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight:					
Health Science Program Specialist	14/3	\$130,698	3%		\$3,920.94
Contractor Cost (optional):					
Travel (optional)					
Other Cost (optional)					
Total					

The selection of 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?
 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.

Respondents will be investigators, trainees, NIH staff, community organizations, and patients who are invited to the 2021 HEAL Investigator meeting. Most of them will be investigators,

including early career scientists and trainees, who are funded through the NIH HEAL Initiative. NIH expects about 800 respondents as that has been the size of the participant pool for previous HEAL meetings. This number includes the number of investigators currently funded by the HEAL Initiative. The respondents will register for the meeting and some portion of the respondents will voluntarily submit an abstract or a poster.

Administration of the Instrument

1. 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

2. Will interviewers, facilitators, or research coordinators be used? Yes No

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