

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: Advancing NIH Research on the Health of Women: A 2021 Conference

PURPOSE:

In response to a congressional request to address NIH efforts related to women’s health research, the Office of Research on Women’s Health (ORWH), in conjunction with the Advisory Committee on Research on Women’s Health (ACRWH), will be hosting an event titled “Advancing NIH Research on the Health of Women: A 2021 Conference.” The key topics to be discussed, as identified by Congress, are (1) clinical practices related to rising maternal morbidity and mortality rates; (2) increasing rates of chronic debilitating conditions in women; and (3) stagnant cervical cancer survival rates. Learn more about these issues below.

DESCRIPTION OF RESPONDENTS: Researchers, scientists, clinical providers, general public

TYPE OF COLLECTION: (Check all that applies)

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: Lamont Williams

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
Conference attendees	500	1	5/60	42
Totals	500	500		42

COST TO RESPONDENT

Category of Respondent	Total Burden Hours	Wage Rate*	Total Burden Cost
Conference attendees	42	\$27.07	\$1,137
Totals	40		\$1,137

*https://www.bls.gov/oes/2020/may/oes_nat.htm#00-0000

FEDERAL COST: The estimated annual cost to the Federal government is \$5,269.

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Supv. Physician	15/10	\$172,500	1%		\$1,725
Communications Director	13/7	\$124,428	1%		\$1,244
Contractor Cost		\$70,000	1%		\$700
Travel					
Other Cost					
Total					\$5,269

*the Salary in table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2021/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 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?
 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?

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.