

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

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

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**TITLE OF INFORMATION COLLECTION:** 2021 Annual Meeting  
Specialized Centers of Research Excellence (SCORE) Annual Meeting Keynote Address  
Specialized Centers of Research Excellence (SCORE) Annual Meeting Invite Only

**PURPOSE:**

The Specialized Centers of Research Excellence (SCORE) on Sex Differences program is a signature program of the Office of Research on Women’s Health (ORWH). Each SCORE program serves as a national resource for translational research, at multiple levels of analysis, to identify the role of biological sex differences on the health of women. These NIH-supported Centers of Excellence are vital hubs for research on sex and gender that also provide pilot funding, training, and education. SCORE investigators provide leadership in the development and promotion of standards and policies for the consideration of sex as a biological variable (SABV) and sex differences in biomedical research. Identifying the contributions of biological sex can assist in understanding the diversity of health outcomes and how this knowledge can be applied to the development of the next generation of interventions and medical treatments leading to improvements in women's health. The annual meeting brings together SCORE investigators to share findings and outcomes. The keynote address is open to the public while the rest of the daylong meeting is invite only (for SCORE PIs only).

**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: Priscilla Logan-Waller

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? [ X ] Yes [ ] No

**Gifts or Payments:**

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? [ ] Yes [ X ] 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 (keynote)	400	1	5/60	33
Conference attendees (invite only)	161	1	5/60	13
<b>Totals</b>		561		46

**COST TO RESPONDENT**

Category of Respondent	Total Burden Hours	Wage Rate*	Total Burden Cost
Conference attendees	46	\$38.15*	\$1,755
<b>Totals</b>			\$1,755

\*Cite source per bls.gov if applicable

[https://www.bls.gov/oes/2020/may/oes\\_nat.htm#19-0000](https://www.bls.gov/oes/2020/may/oes_nat.htm#19-0000)

**FEDERAL COST:** The estimated annual cost to the Federal government is \$997.

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Supv. Health Scientist Administrator	15/10	\$172,500	1%		\$173
Communications Director	13/7	\$124,428	1%		\$124
<b>Contractor Cost</b>		\$70,000	1%		\$700

Travel					
Other Cost					
<b>Total</b>					\$997

\*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.**