

**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:** Office of Programs to Enhance Neuroscience diversity (OPEN) Connections Poster Symposium: Advancing Scientific Excellence through Diversity (NINDS)

**PURPOSE:** This poster session hosted by the National Institute of Neurological Disorders and Stroke (NINDS) Office of Programs to Enhance Neuroscience diversity (OPEN) is an opportunity for graduate and postdoctoral trainees supported by NINDS and NIH Blueprint diversity programs to present their research and network with peers, neuroscience faculty, and NIH staff for career advancement opportunities. An invitation email will be sent to these targeted respondents, which will include the link to the registration form.

Meeting registrants and poster submitters will specifically include those supported by the NINDS diversity supplement programs, Neuroscience Scholars Program (NSP), NIH Blueprint Diversity Specialized Predoctoral to Postdoctoral Advancement in Neuroscience (D-SPAN) Award, NINDS Advanced Postdoctoral Career Transition Award to Promote Diversity in Neuroscience Research, and Maximizing Opportunities for Scientific and Academic Independent Careers (MOSAIC) Postdoctoral Career Transition Award to Promote Diversity. Because the goal of these programs is to increase recruitment and retainment of underrepresented populations and enhance diversity within the neuroscience research workforce, meeting registrants will have an option to provide information about their background, in addition to submitting posters.

**DESCRIPTION OF RESPONDENTS:** Respondents will be graduate students, postdoctoral fellows, and program faculty, staff, and alumni from NINDS- and NIH Blueprint-supported diversity programs, and NIH staff.

**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: 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
Registrants	400	1	5/60	33
<b>Totals</b>		400		<b>33</b>

**COST TO RESPONDENT**

Category of Respondent	Total Burden Hours	Wage Rate*	Total Burden Cost
Registrants	33	\$ 43.22	\$1,426.26
<b>Totals</b>			<b>\$1,426.26</b>

\*Hourly wage rates for 19-1029 Biological Scientists is \$43.22 (based on <http://www.bls.gov/oes/current/oes191029.htm>).

**FEDERAL COST:** The estimated annual cost to the Federal government is \$. 110.38

Staff	Grade/Step	Salary	% of Effort	Fringe (if applicable)	Total Cost to Gov't
<b>Federal Oversight:</b>	GS 13/2	\$110,384	.1%		\$110.38
<b>Contractor Cost</b>					
Travel (optional)					
Other Cost (optional)					
<b>Total</b>					<b>\$110.38</b>

**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.

Targeted respondents will be graduate students, postdoctoral fellows, and program faculty, staff, and alumni from NINDS- and NIH Blueprint-supported diversity programs, and NIH staff. An invitation email will be sent to these targeted respondents, which will include the link to the registration form.

### **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.**