



# Project Determination

## Evaluation Reporting Template for National and State Tobacco Control Program

**Project ID:** 0900f3eb81e5fa9d  
**Accession #:** NCCDPHP-ET-12/10/21-39abd  
**Project Contact:** Emilia Pasalic  
**Organization:** OS/OS/OSI  
**Status:** Pending Regulatory Clearance  
**Intended Use:** Project Determination  
**Estimated Start Date:** 04/29/22  
**Estimated Completion Date:** 04/29/25  
**CDC/ATSDR HRPO/IRB Protocol#:**  
**OMB Control#:** ICR in process

### Description

#### Priority

Urgent

#### Date Needed

01/25/22

#### Priority Justification

The intention of this STARS entry is to initiate an HSR determination. HSR determination is needed to publish a 30-day FRN. A 60day FRN has been published to submit this project to OMB for information

#### Determination Start Date

01/11/22

#### Description

The goal of this project is to collect standard program evaluation-related information from funding recipients of CDC-RFA-DP20-2001: National and State Tobacco Control Program, using a standardized data collection template titled "Evaluation Reporting Template for National and State Tobacco Control Program" (provided in Supporting Info).

**IMS/CIO/Epi-Aid/Chemical Exposure Submission**

No

**IMS Activation Name**

Not selected

**Select the primary priority of the project**

Not selected

**Select the secondary priority(s) of the project**

Not selected

**Select the task force associated with the response**

Not selected

**CIO Emergency Response Name**

Not selected

**Epi-Aid Name**

Not selected

**Assessment of Chemical Exposure Name**

Not selected

**Goals/Purpose**

The goal of this project is to collect evaluation-related information from funding recipients of CDC-RFA-DP20-2001: National and State Tobacco Control Program. Information will be used for measuring the progress made by National and State Tobacco Control programs and to respond to inquiries from the Department of Health and Human Services (HHS), the U.S. Congress, and other sources about outcomes of funding. This information collection project supports the NTCP state and territorial tobacco program managers, administrators, and evaluators by specifying which information should be included in their annual evaluation reports. Furthermore, the information collected via this form will allow CDC's OSH to monitor and evaluate program performance; document facilitators and barriers, lessons learned, and promising practices; establish processes to support continuous program improvement and development; and assess the effectiveness and outcomes of the NTCP.

**Objective**

CDC uses the information collected to evaluate each National and State Tobacco Control Program awardee's program implementation process and impact. Evaluation activities by OSH staff also allow CDC to provide oversight of the use of federal funds, as well as to identify and disseminate information about successful prevention and control strategies implemented by awardees. These functions are central to NCCDPHP's broad mission of reducing the burden of chronic diseases.

**Does this project include interventions, services, or policy change work aimed at improving the health of groups who have been excluded or marginalized and/or decreasing disparities?**

No

**Project does not incorporate elements of health equity science**

Not selected

**Measuring Disparities**

Yes

**Studying Social Determinants of Health (SDOH)**

Not selected

**Assessing Impact**

Yes

**Methods to Improve Health Equity Research and Practice**

Not selected

**Other**

Not selected

**Activities or Tasks**

New Collection of Information, Data, or Biospecimens; Programmatic Work

**Target Population to be Included/Represented**

Other-Other- state tobacco control program staff

**Tags/Keywords**

Tobacco; Program Evaluation

**CDC's Role**

Activity originated and designed by CDC staff, or conducted at the specific request of CDC, or CDC staff will approve study design and data collection as a condition of any funding provided

**Method Categories**

Other - program evaluation; mixed methods

**Methods**

The data entered into the Evaluation Reporting Template will be imported into Microsoft Access for data management. Data will be analyzed using descriptive statistics and qualitative thematic analysis.

**Collection of Info, Data, or Bio specimens**

50 US States, DC, Guam, and Puerto Rico receive DP20-2001 NTCP cooperative agreement funding to implement evidence-based tobacco control strategies and activities. CDC plans to collect information related to each of the 53 recipients' evaluation findings. Funding recipients will be asked to complete the template once

per year for 3 years. Information will be collected through the following Microsoft Word-based data collection tool: Evaluation Reporting Template for National and State Tobacco Control Program.

### **Expected Use of Findings/Results and their impact**

Information will be used for measuring the progress made by National and State Tobacco Control programs and to respond to inquiries from the Department of Health and Human Services (HHS), the U.S. Congress, and other sources about outcomes of funding. For example, consolidated information can be used to answer questions about the effectiveness and outcomes of tobacco cessation efforts for various racial/ethnic populations related to the national tobacco education campaign. The information collection is designed to address specific outcomes outlined in the National State-Based Tobacco Control Programs (NTCP) cooperative agreement. The NTCP aims to achieve four national goals: 1) prevent initiation of tobacco use among youth and young adults, 2) promote quitting among adults and youth, 3) eliminate exposure to secondhand smoke, and 4) advance health equity by identifying and eliminating commercial tobacco product-related inequities and disparities. CDC uses the results of this information collection to evaluate the model for future program efforts.

### **Could Individuals potentially be identified based on Information Collected?**

No

## **Funding**

<b>Funding Type</b>	<b>Funding Title</b>	<b>Funding #</b>	<b>Original Fiscal Year</b>	<b># of Years of Award</b>	<b>Budget Amount</b>
CDC Cooperative Agreement	National and State Tobacco Control Program	CDC-RFA-DP20-2001	2020	5	8570000.00
CDC Contract	Veritas Management Group Evaluation Contract ce on Smoking and Health Evaluation Technical Services	CONTRACT NO: 200-2020- 09680	2020	5	26703.94

## **HSC Review**

### **HSC Attributes**

#### **Program Evaluation**

Yes

## **Regulation and Policy**

### **Do you anticipate this project will be submitted to the IRB office**

No

## Institutions

Institution	FWA #	FWA Exp. Date	IRB Title	IRB Exp. Date	Funding #
Veritas Management Group, Inc.					CONTRACT NO: 200-2020-09680

## Staff

Staff Member	SIQT Exp. Date	Citi Biomedical Exp. Date	Citi Social and Behavioral Exp. Date	Citi Good Clinical Exp. Date	Staff Role	Email	Phone #	Organization/ Institution
Debra Holden	n/a	n/a	n/a	n/a	Project Coordinator	Debbie@veritasmanagementgroup.com		Veritas Management Group, Inc.
Emilia Pasalic	08/21/2023		01/15/2022		Technical Monitor	kse0@cdc.gov	404-498-1531	EVALUATION TEAM
Nikki Hawkins	12/20/2022				Contract Officer Representative	cyt4@cdc.gov	770-488-4229	EPIDEMIOLOGY BRANCH

## DMP

<b>Proposed Data Collection Start Date</b>	04/29/22
<b>Proposed Data Collection End Date</b>	04/29/25
<b>Proposed Public Access Level</b>	Non-Public
<b>Reason for not Releasing the Data</b>	Other- We are collecting program data from state health departments for project monitoring and evaluation purposes.
<b>Public Access justification</b>	If we release these data, information would be reported in aggregate format with no identifying information included.
<b>How Access Will Be Provided for Data</b>	The Evaluation Reporting Template for National and State Tobacco Control Program will only collect organizational or institutional information. No information about individuals or households will be collected. All data will be reported in aggregate form, with no identifying information included. Because data is maintained in a secure, password protected system, and information will be

	<p>reported in aggregate form, there is no impact on respondent privacy. The Evaluation Reporting Template will be provided in Microsoft Word format. The completed templates will be uploaded to a secure web-based Awards Management Platform (AMP). Aggregated information will be stored on an internal CDC platform subject to CDC's information security guidelines. The online platform and database undergo security certification and accreditation through CDC's Office of the Chief Information Security Officer. CDC staff, evaluation and technical assistance, and training contractors will have varying levels of access to the system with role-appropriate security training, based on the requirements of their position(s). While consent is not required to report aggregate data, recipient consent will be obtained if specific state data is used for publications, reports or other publicly disseminated information.</p>
<b>Plans for archival and long-term preservation of the data</b>	<p>Aggregated information will be stored on an internal CDC platform subject to CDC's information security guidelines. The online platform and database undergo security certification and accreditation through CDC's Office of the Chief Information Security Officer.</p>

## Spatiality (Geographic Location)

Country	State/Province	County/Region
United States		

## Determinations

Determination	Justification	Completed	Entered By & Role
<p>HSC: <b>Does NOT Require HRPO Review</b></p>	<p>Not Research / Other</p> <p><i>45 CFR 46.102(I)</i></p> <p>Program Evaluation</p>	01/11/22	Redmond Leonard_Joan (jrl3) CIO HSC
<p>PRA: <b>PRA Applies</b></p>		01/11/22	Still-LeMelle_Terri (cse6) OMB / PRA