

**Request for Approval under the “Generic Clearance for the Collection of
Routine Customer Feedback” HHS Online Customer Surveys
(OMB Control Number: 0990-0379)**

TITLE OF INFORMATION COLLECTION: White House Conference on Food, Nutrition, Hunger, and Health listening sessions/convenings

PURPOSE: The purpose for soliciting feedback is to inform the development and implementation of an action plan to reduce hunger and increase healthy eating and physical activity to minimize diet-related diseases and disparities. The action plan will be released at the White House Conference on Hunger, Nutrition, and Health, which will take place in September, 2022. To ensure that a wide range of perspectives are incorporated into an action plan, we are releasing a toolkit to encourage a series of convenings led by external partners and by the White House, with support from HHS and USDA regional offices to be held in advance of the conference. The downloadable toolkit will be publicly available on the [White House Conference on Hunger, Nutrition, and Health website](#) (housed on health.gov). Stakeholders will be encouraged to use the toolkit to facilitate conversations with their own networks and provide consolidated feedback submitted via an email inbox. Information shared during listening sessions / convenings could include stories of how hunger and diet-related disease have impacted individuals; suggested actions the U.S. federal government, local, state, territory and Tribal governments, the private sector, civil society, and others should take to reduce hunger and increase healthy eating and physical activity; and examples of successful activities already taking place.

DESCRIPTION OF RESPONDENTS: National non-profit organizations (hunger, faith-based, philanthropy, public health, etc.), private sector (food companies, retailers, etc.), Tribal consultation, and the general public.

TYPE OF COLLECTION: (Check one)

- | | |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input checked="" type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input type="checkbox"/> 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.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.

6. The collection is targeted to the solicitation of opinions from respondents who have experience with the topics of food, nutrition, hunger and health.

Name: Rachel Fisher

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
3. If Applicable, has a System or Records Notice been published? ☐ Yes ☒ No

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? ☐ Yes ☒ No

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden hour
White House led with organizations	135	120/60	270
Partner led with organizations	225	90/60	337.5
Regional led with individuals	1000	90/60	1500
Totals	1,360	--	2,107.5

FEDERAL COST: The estimated annual cost to the federal government is \$200,000

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your 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?

- White House-led listening sessions with National non-profit organizations, private sectors, and Tribal governments (participants recommended by White House and the Nutrition Interagency Policy Committee);
- Independent partner-led convenings using a publicly available toolkit;
- Regional-led convenings open the public; and

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
- ☒ Other, virtual listening sessions/convenings

2. Will interviewers or facilitators be used? ☒ Yes ☐ No

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