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

## (OMB#: 0925-0740 Exp Date: 09/30/2025)

**TITLE OF INFORMATION COLLECTION:** The Landscape of Post-Translational Modifications in Tumor Biology Workshop (NCI)

**PURPOSE:**

The virtual workshop’s main objective is to bring experts in key and diverse areas of PTMs (ranging from ubiquitination, phosphorylation, acetylation, and methylation to glycosylation) together to discuss the current status of science, significant advances, and gaps/challenges that may stand in the way of new directions and opportunities when attempting to unravel the complexities of tumor biology. The workshop is planned for 9/23/2022.

Experts in the field are invited to present their research and to address, through panel discussions, how to integrate these disparate better – yet interconnected areas of PTM research as integral building blocks underlying tumor biology from bench to bedside.

**DESCRIPTION OF RESPONDENTS**:

Scientists, Researchers, PIs, postdocs, and fellows

**TYPE OF COLLECTION:** (Check one)

[ ] Abstract [ ] Application

[X] Registration Form [ ] Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CERTIFICATION:**

I certify the following to be true:

1. The collection is voluntary.
2. The collection is a low burden for respondents and a low cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.

Name: Natalia Mercer

**To assist review, please provide answers to the following question:**

**Personally Identifiable Information:**

1. Is personally identifiable information (PII) collected? [X] Yes [ ] No
2. If Yes, is the information that will be collected included in records 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: \_\_\_\_\_\_\_\_\_

The explanation for incentive: (include a 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** |
| Individuals | 250 | 1 | 2/60 | 8 |
| **Totals** |  | **250** |  | **8** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Category of Respondent** | **Total Burden Hours** | **Hourly Wage Rate\*** | **Total Burden Cost** |
| Individuals | 8 | $49.44 | $395.52 |
| **Total** |  |  | **$ 395.52** |

\*Source of the mean Hourly Wage Rate is provided by the Bureau of Labor Statistics, Occupation title “Medical Scientists” 19-1040, <https://www.bls.gov/oes/2021/May/oes_nat.htm#19-1040>.

**FEDERAL COST:** The estimated annual cost to the Federal government is $25,131.89

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Staff** | **Grade/Step** | **Salary\*\*** | **% of Effort** | **Fringe**  **(if applicable)** | **Total Cost to Gov’t** |
| **Federal Oversight** |  |  |  |  |  |
| Program Director | 13/4 | $117,505 | 0.1% |  | $1,175.05 |
| Program Director | 13/6 | $124,626 | 0.1 % |  | $1,246.26 |
| Program Director | 14/6 | $147,272 | 0.1% |  | $1,472.72 |
| **Contractor Cost** |  |  |  |  | $21,237.86 |
| Travel |  |  |  |  | $0 |
| Other Cost |  |  |  |  | $0 |
| **Total** |  |  |  |  | **$ 25,131.89** |

\*\*The salary in the table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/22Tables/html/DCB.aspx>

**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**

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? [X] Yes [ ] No

An email will be sent to Principal Investigators in our portfolios, and other Project Directors’ portfolios that we think might be interested. We also sent the workshop announcement to all NCI staff and advertised it via our division's Twitter account. This workshop is open to the public.

**Administration of the Instrument**

How will you collect the information? (Check all that apply)

[X] Web-based or other forms of Social Media

[ ] Telephone

[ ] In-person

[ ] Mail

[ ] Other, Explain

Will interviewers or facilitators be used? [ ] Yes [X] No

**Please ensure that all instruments, instructions, and scripts are submitted with the request.**