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

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

**TITLE OF INFORMATION COLLECTION:** 2022 Annual Building Interdisciplinary Research Careers in Women's Health (BIRCWH) Meeting (ORWH/OD)

**PURPOSE:**

Created by the Office of Research on Women’s Health (ORWH), the Building Interdisciplinary Research Careers in Women’s Health (BIRCWH, pronounced “birch”) is a mentored career-development program designed to connect junior faculty, known as BIRCWH Scholars, to senior faculty with shared interest in women’s health and sex differences research. The NIH Office of Research on Women’s Health will host a virtual meeting, BIRCWH 2022 Annual Meeting, over two days: November 2 and 8. This is a gathering of senior and junior faculty that provides an opportunity to network and share scientific advances. The meeting will include the 2022 Ruth L. Kirschstein Memorial Lecture and the 2022 BIRCWH Legacy of Leadership Lecture. A virtual poster gallery highlighting BIRCWH Scholar abstracts will be accessible to meeting registrants through the virtual meeting platform.

**DESCRIPTION OF RESPONDENTS**:

Researchers, scientists, clinical providers, general public

**TYPE OF COLLECTION:** (Check *all that applies*)

[ ] Abstract [ ] Application

[X ] 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? [X ] 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** |
| Individuals | 250 | 1 | 8/60 | 33 |
|  |  |  |  |  |
| **Totals** |  | 250 |  | **33** |

**COST TO RESPONDENT**

|  |  |  |  |
| --- | --- | --- | --- |
| **Category of Respondent** | **Total Burden**  **Hours** | **Wage Rate\*** | **Total Burden Cost** |
| Individuals | 33 | $43 | $1,419 |
|  |  |  |  |
| **Totals** |  |  | $1,419 |

\*Cite source per bls.gov if applicable: [Biological Scientists, All Other (bls.gov)](https://www.bls.gov/oes/current/oes191029.htm)

**FEDERAL COST:** The estimated annual cost to the Federal government is $918.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Staff** | **Grade/Step** | **Salary\*** | **% of Effort** | **Fringe (if applicable)** | **Total Cost to Gov’t** |
| **Health Scientist Administrator** | 15/10 | $176,300 | .1% |  | $176 |
| Communications Director | 13/1 | $106,823 | .1% |  | $107 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Contractor Cost** |  | $63,556 | 1% |  | $635 |
|  |  |  |  |  |  |
| Travel |  |  |  |  |  |
| Other Cost |  |  |  |  |  |
| Total |  |  |  |  | **$918** |

\*the Salary in table above is cited from OPM’s GS Pay scale Wages & salaries please cite current <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2022/DCB.pdf>

**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)

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

[ ] Telephone

[ ] In-person

[ ] Mail

[ ] Survey form

[ ] Chart Abstraction

[ ] Other, Explain

1. Will interviewers, facilitators, or research coordinators be used? [ ] Yes [X ] No

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