

Request for Approval under the “Generic Clearance for NIH Citizen Science and Crowdsourcing Projects”

(OMB#: 0925-0766 Exp., date: 04/2023)

TITLE OF INFORMATION COLLECTION: RCDC Communications and Training Activities Survey (DSCA/OD)

PURPOSE:

The purpose of this survey is to receive feedback from the NIH extramural staff on Research, Condition and Disease Categorization (RCDC) communications and training activities. The results will be used to improve the training experience and offerings as well as communications provided by our division to NIH staff.

DESCRIPTION OF RESPONDENTS:

Respondents are NIH extramural staff (non-intramural staff). Respondents will be individuals who voluntarily choose to participate in the survey. The survey will be accessible through online survey link or follow-up electronic pdf of survey.

TYPE OF COLLECTION: (Check one)

- | | |
|--|---|
| <input type="checkbox"/> Data Catalogue | <input type="checkbox"/> Repository of Tools and Best Practices |
| <input type="checkbox"/> Recommendations of scientific reviewers | <input checked="" type="checkbox"/> Resources |
| <input type="checkbox"/> Call for Nominations | <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. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
5. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Mara Olenick, Lead Scientific Information Analysts, OD/OER/ORRA/DSCA

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 [X] No

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/Households	200	1	10/60	33
Totals		200		33

COST TO RESPONDENT

Category of Respondent	Total Burden Hours	Hourly Wage Rate*	Total Burden Cost
Individuals/Households	33	28.01	\$924
Totals			\$924

*Cite source per bls.gov if applicable

FEDERAL COST: The estimated annual cost to the Federal government is \$1,262

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Lead Scientific Information Analyst	GS 14, Step 1	\$126,233.00	1%		\$1,262
Contractor Cost					
Travel					
Other Cost					
Total					\$1,262

*the Salary in table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2022/general-schedule/>

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?
[X] 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?

We will distribute the survey via NIH extramural staff listservs. We do not plan on sampling the population but making it available to all of NIH extramural staff via email.

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
[] Other, Explain
2. Will interviewers or facilitators be used? [] Yes [X] No

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