

Burden Table

tal Public Burden Hours and Respondent Costs

Type of Respondent	Activity	Appendix	Sample Size	Responsive					Nonresponsive					Grand Total Annual Burden Estimate (Hours)	Hourly Wage Rate	Hourly Wage Rate + 33% Benefits	Total Annualized Cost of Respondent Burden
				Number of Respondents	Frequency of Response	Total Annual Responses	Hours per Response	Annual Burden (Hours)	Number of Nonrespondents	Frequency of Response	Total Annual Responses	Hours per Response	Annual Burden (Hours)				
Puerto Rico Government																	
ADSEF staff	Preparations and receiving data from ADSEF	J.1. Email to ADSEF	1	1	2	2	0.0835	0.17	0	0	0	0	0	0.17	\$49.68	\$66.07	\$11.03
	Call with ADSEF	J.2. Agenda for Meeting with ADSEF	1	1	2	2	0.7500	1.50	0	0	0	0	0	1.50	\$49.68	\$66.07	\$99.11
	Preparations and sending data	J.3. Instructions for Using SFTP Site	1	1	2	2	40.0000	80.00	0	0	0	0	0	80.00	\$49.68	\$66.07	\$5,285.95
ADSEF staff subtotal (unique)			1	1	6	6	13.6112	81.67	0	0	0	0	0	81.67	-	-	\$5,396.10
Human services, education, and healthcare agency staff	Concept map: Recruitment	K.1. Concept Mapping Recruitment Email	18	14	1	14	0.1503	2.10	4	1	4	0.1002	0.40	2.51	\$60.81	\$80.88	\$202.60
		K.2. Concept Mapping Informed Consent	18	14	1	14	0.1002	1.40	4	1	4	0.1002	0.40	1.80	\$60.81	\$80.88	\$145.87
	Concept map: Advance materials for first meeting	F.1. Welcome and Scheduling Email	14	14	1	14	0.1670	2.34	0	0	0	0	0	2.34	\$60.81	\$80.88	\$189.09
		F.2. Reminder Email for First Meeting	14	14	1	14	0.0835	1.17	0	0	0	0	0	1.17	\$60.81	\$80.88	\$94.55
		F.3. Advance Material for First Meeting	14	14	1	14	1.2500	17.50	0	0	0	0	0	17.50	\$60.81	\$80.88	\$1,415.35
	Concept map: First meeting	F.4. First Meeting Facilitator Guide	14	14	1	14	1.5000	21.00	0	0	0	0	0	21.00	\$60.81	\$80.88	\$1,698.42
		F.5. Additional Ideas Email	14	14	1	14	0.5000	7.00	0	0	0	0	0	7.00	\$60.81	\$80.88	\$566.14
	Concept map: Summary of prioritization and sorting results	F.6. Instructions for Sorting and Rating Email	14	14	1	14	1.0000	14.00	0	0	0	0	0	14.00	\$60.81	\$80.88	\$1,132.28
	Concept map: Advance materials for second virtual meeting	F.7. Second Meeting Scheduling Email	14	14	1	14	0.1670	2.34	0	0	0	0	0	2.34	\$60.81	\$80.88	\$189.09
		F.8. Reminder Email for Second Meeting	14	14	1	14	0.0835	1.17	0	0	0	0	0	1.17	\$60.81	\$80.88	\$94.55
F.9. Advance Material for Second Meeting	14	14	1	14	1.2500	17.50	0	0	0	0	0	0	17.50	\$60.81	\$80.88	\$1,415.35	
Concept map: Second meeting	F.10. Second Meeting Facilitator Guide	14	14	1	14	1.5000	21.00	0	0	0	0	0	21.00	\$60.81	\$80.88	\$1,698.42	
Human services, education, and healthcare subtotal (unique)			18	14	12	168	0.6460	108.52	4	2	8	0.1002	0.80	109.32	-	-	\$8,841.72
Government subtotal (unique)			19	15	11.600	174	1.0930	190.19	4	2	8	0.1002	0.80	190.99	-	-	\$14,237.81
Business and Nonprofit Organizations																	
Business or Other For Profit																	
	Concept map: Recruitment	K.1. Concept Mapping Recruitment Email	18	14	1	14	0.1503	2.10	4	1	4	0.1002	0.40	2.51	\$60.81	\$80.88	\$202.60
		K.2. Concept Mapping Informed Consent	18	14	1	14	0.1002	1.40	4	1	4	0.1002	0.40	1.80	\$60.81	\$80.88	\$145.87
		F.1. Welcome and Scheduling Email	14	14	1	14	0.1670	2.34	0	0	0	0	0	2.34	\$38.15	\$50.74	\$118.63

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Private business and academia staff	Concept map: Advance materials for first meeting	F.2. Reminder Email for First Meeting	14	14	1	14	0.0835	1.17	0	0	0	0	0	1.17	\$38.15	\$50.74	\$59.31
		F.3. Advance Material for First Meeting	14	14	1	14	1.2500	17.50	0	0	0	0	0	17.50	\$38.15	\$50.74	\$887.94
	Concept map: First meeting	F.4. First Meeting Facilitator Guide	14	14	1	14	1.5000	21.00	0	0	0	0	0	21.00	\$38.15	\$50.74	\$1,065.53
		F.5. Additional Ideas Email	14	14	1	14	0.5000	7.00	0	0	0	0	0	7.00	\$38.15	\$50.74	\$355.18
	Concept map: Summary of prioritization and sorting results	F.6. Instructions for Sorting and Rating Email	14	14	1	14	1.0000	14.00	0	0	0	0	0	14.00	\$38.15	\$50.74	\$710.35
	Concept map: Advance materials for second virtual meeting	F.7. Second Meeting Scheduling Email	14	14	1	14	0.1670	2.34	0	0	0	0	0	2.34	\$38.15	\$50.74	\$118.63
		F.8. Reminder Email for Second Meeting	14	14	1	14	0.0835	1.17	0	0	0	0	0	1.17	\$38.15	\$50.74	\$59.31
		F.9. Advance Material for Second Meeting	14	14	1	14	1.2500	17.50	0	0	0	0	0	17.50	\$38.15	\$50.74	\$887.94
	Concept map: Second meeting	F.10. Second Meeting Facilitator Guide	14	14	1	14	1.5000	21.00	0	0	0	0	0	21.00	\$38.15	\$50.74	\$1,065.53
	Business or other for profit subtotal (unique)			18	14	12	168	0.6460	108.52	4	2	8	0.1002	0.80	109.32	-	-
Nonprofit Organizations																	
Advocacy organization, human service provider staff	Concept map: Recruitment	K.1. Concept Mapping Recruitment Email	18	14	1	14	0.1503	2.10	4	1	4	0.1002	0.40	2.51	\$60.81	\$80.88	\$202.60
		K.2. Concept Mapping Informed Consent	18	14	1	14	0.1002	1.40	4	1	4	0.1002	0.40	1.80	\$60.81	\$80.88	\$145.87
	Concept map: Advance materials for first meeting	F.1. Welcome and Scheduling Email	14	14	1	14	0.1670	2.34	0	0	0	0	0	2.34	\$25.09	\$33.37	\$78.02
		F.2. Reminder Email for First Meeting	14	14	1	14	0.0835	1.17	0	0	0	0	0	1.17	\$25.09	\$33.37	\$39.01
		F.3. Advance Material for First Meeting	14	14	1	14	1.2500	17.50	0	0	0	0	0	17.50	\$25.09	\$33.37	\$583.97
	Concept map: First meeting	F.4. First Meeting Facilitator Guide	14	14	1	14	1.5000	21.00	0	0	0	0	0	21.00	\$25.09	\$33.37	\$700.76
		F.5. Additional Ideas Email	14	14	1	14	0.5000	7.00	0	0	0	0	0	7.00	\$25.09	\$33.37	\$233.59
	Concept map: Summary of prioritization and sorting results	F.6. Instructions for Sorting and Rating Email	14	14	1	14	1.0000	14.00	0	0	0	0	0	14.00	\$25.09	\$33.37	\$467.18
	Concept map: Advance materials for second virtual meeting	F.7. Second Meeting Scheduling Email	14	14	1	14	0.1670	2.34	0	0	0	0	0	2.34	\$25.09	\$33.37	\$78.02
		F.8. Reminder Email for Second Meeting	14	14	1	14	0.0835	1.17	0	0	0	0	0	1.17	\$25.09	\$33.37	\$39.01
F.9. Advance Material for Second Meeting		14	14	1	14	1.2500	17.50	0	0	0	0	0	17.50	\$25.09	\$33.37	\$583.97	
Concept map: Second meeting	F.10. Second Meeting Facilitator Guide	14	14	1	14	1.5000	21.00	0	0	0	0	0	21.00	\$25.09	\$33.37	\$700.76	
Nonprofit organizations subtotal (unique)			18	14	12	168	0.6460	108.52	4	2	8	0.1002	0.80	109.32	-	-	\$3,852.75
onprofit organizations subtotal (unique)			36	28	12	336	0.6460	217.04	8	2	16	0.1002	1.60	218.65	-	-	\$9,529.58
Individuals																	
Pretest participants	Pretest: In-depth interview protocol	E.1/E.2. In-depth Interview Protocol	12	9	1	9	1.5000	13.50	3	1	3	0.1002	0.30	13.80	\$7.25	\$9.64	\$133.07
	Pretest: Survey instrument	C.1-C.2/D.1-D.2. Household Survey Instrument	12	8	1	8	1.5000	12.00	4	1	4	0.1002	0.40	12.40	\$7.25	\$9.64	\$119.57

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Pretest participants subtotal (unique)			24	17	1.00	17	1.5000	25.50	7	1.00	7	0.1002	0.70	26.20	-	-	\$252.65
NAP sample	Survey: Recruitment	G.1./G.12. First Survey Invitation Letter for NAP Participant List Sample	3170	380	1	380	0.0501	19.06	2790	1	2790	0.0167	46.59	65.64	\$7.25	\$9.64	\$632.98
		G.2/G.13. Reminder Postcard for NAP Participant List Sample	3170	84	1	84	0.0167	1.40	3086	1	3086	0.0167	51.54	52.94	\$7.25	\$9.64	\$510.46
		G.3/G.14. Invitation Letter With Mail Survey for NAP Participant List Sample	2706	244	1	244	0.0501	12.20	2462	1	2462	0.0167	41.12	53.32	\$7.25	\$9.64	\$514.16
		G.3/G.14. Invitation Letter With Mail Survey for NAP Participant List Sample	2462	148	1	148	0.0501	7.41	2314	1	2314	0.0167	38.65	46.06	\$7.25	\$9.64	\$444.18
		G.4/G.15. Recording for Inbound Calls to Schedule Survey	15	15	1	15	0.0167	0.25	0	0	0	0	0	0.25	\$7.25	\$9.64	\$2.42
		G.5./G.16. Return Call to Schedule Survey	15	15	1	15	0.0501	0.75	0	0	0	0	0	0.75	\$7.25	\$9.64	\$7.25
		G.6./G.17. Script for Telephone Nonresponse Follow-Up for NAP Participant List Sample	666	51	1	51	0.0501	2.56	615	1	615	0.0167	10.27	12.83	\$7.25	\$9.64	\$123.67
		G.9./G.20. Text for Website (Home Page)	3170	922	1	922	0.0835	76.99	2248	1	2248	0.0167	37.54	114.53	\$7.25	\$9.64	\$1,104.34
		G.10./G.21. FAQ Document	3170	922	1	922	0.1002	92.38	2248	1	2248	0.0167	37.54	129.93	\$7.25	\$9.64	\$1,252.81
		Survey of health and community well-	C.1-C.2/D.2-D.2. Household Survey Instrument	3170	922	1	922	0.6680	615.64	2248	1	2248	0.0167	37.55	653.19	\$7.25	\$9.64
G.11/G.22. Thank you Letter for Survey Participants	922		922	1	922	0.0167	15.40	0	0	0	0	0	15.40	\$7.25	\$9.64	\$148.47	
In-depth interview: Recruitment	Phone Script for In-Depth Interview Recruitment: EITHER: I.1./I.4. Voicemail Script for In-Depth Interview Recruitment OR I.2./I.5. Script for Answered Call	360	58	1	58	0.0501	2.91	302	1	302	0.0167	5.04	7.95	\$7.25	\$9.64	\$76.65	
In-depth interview	E.1/E.2. In-depth Interview Protocol	58	58	1	58	1.0000	58.00	0	0	0	0	0	58.00	\$7.25	\$9.64	\$559.27	
NAP sample subtotal (unique)			3170	922	5.14	4740	0.1909	904.95	2248	8.15	18314	0.0167	305.84	1210.79	-	-	\$11,675.04
Local organization recruitment	In-depth interview: Recruitment	Phone Script for In-Depth Interview Recruitment: EITHER: I.1./I.4. Voicemail Script for In-Depth Interview Recruitment OR I.2./I.5. Script for Answered Call	145	29	1	29	0.0501	1.45	116	1	116	0.0167	1.94	3.39	\$7.25	\$9.66	\$32.76
		I.3./I.6. Study Announcement for Local Community Partners	145	29	1	29	0.0167	0.48	116	1	116	0.0167	1.94	2.42	\$7.25	\$9.66	\$23.40
	In-depth interview	E.1/E.2. In-depth Interview Protocol	29	29	1	29	1.0000	29.00	0	0	0	0	0	29.00	\$7.25	\$9.66	\$280.26
Local organization recruitment subtotal (unique)			145	29	3.00	87	0.3556	30.94	116	2.00	232	0.0167	3.87	34.81	-	-	\$336.43
Property managers	Survey: Recruitment	U.1/U.2 Introductory letter for property managers	128	128	1	128	0.0835	10.69	0	0	0	0	0	10.69	\$36.59	\$48.66	\$520.13
Area probability sample	Survey: Recruitment	G.7/G.18. Invitation Letter for Area Probability Sample (In-Person Delivery) (includes time to read G.8/G.19. Script for Data Collectors for Area Probability Sample (In-Person Delivery))	9110	2642	1	2642	0.1670	441.20	6468	1	6468	0.0167	108.02	549.21	\$7.25	\$9.64	\$5,295.80
		G.4/G.15. Recording for Inbound Calls to Schedule Survey	91	91	1	91	0.0167	1.52	0	0	0	0	0	1.52	\$7.25	\$9.64	\$14.67
		G.5./G.16. Return Call to Schedule Survey	91	91	1	91	0.0501	4.56	0	0	0	0	0	4.56	\$7.25	\$9.64	\$43.96

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	G.9./G.20. Text for Website (Home Page)	9110	2733	1	2733	0.0835	228.20	6377	1	6377	0.0167	106.50	334.69	\$7.25	\$9.64	\$3,227.29
	G.10./G.21. FAQ Document	9110	2733	1	2733	0.1002	273.84	6377	1	6377	0.0167	106.50	380.33	\$7.25	\$9.64	\$3,667.37
Survey of health and community well-	C.1-C.2/D.2-D.2. Household Survey Instrument	9110	2733	1	2733	0.6680	1825.58	6377	1	6377	0.0167	106.50	1932.07	\$7.25	\$9.64	\$18,630.03
	G.11/G.22. Thank you Letter for Survey Participants	2733	2733	1	2733	0.0167	45.64	0	0	0	0	0	45.64	\$7.25	\$9.64	\$440.09
In-depth interview: Recruitment	Phone Script for In-Depth Interview Recruitment: EITHER: I.1./I.4. Voicemail Script for In-Depth Interview Recruitment OR I.2./I.5. Script for Answered Call	360	57	1	57	0.0501	2.86	303	1	303	0.0167	5.06	7.92	\$7.25	\$9.64	\$76.33
In-depth interview	E.1/E.2. In-depth Interview Protocol	57	57	1	57	1.0000	57.00	0	0	0	0	0	57.00	\$7.25	\$9.64	\$549.62
Area probability participant subtotal (unique)		9238	2861	4.89	13998	0.2065	2891.07	6377	4.06	25902	0.0167	432.57	3323.64	-	-	\$32,465.30
subtotal (unique)		12577	3829	4.92	18842	0.2045	3852.46	8748	5.08	44455	0.0167	742.99	4595.45	-	-	\$44,729.42
		12632	3872	4.9985	19352	0.22011674	4259.6860	8760	5.0773	44479	0.01675820	745.3953	5005.0813	-	-	\$68,496.81