

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB#: 0925-0648 Exp., date: 06/30/2024)

TITLE OF INFORMATION COLLECTION:

Virtual 2021 Future Research Leaders Conference (FRLC) Feedback Survey

PURPOSE:

The Chief Officer for Scientific Workforce Diversity (COSWD) Office—in partnership with NIH’s Intramural Research Program (IRP)—hosted the Virtual 2021 Future Research Leaders Conference (FRLC), a career development opportunity for talented early-career scientists interested in pursuing careers at NIH’s IRP. The selected Future Research Leaders (FRLs) presented their research and attended NIH expert panels and speaking sessions led by NIH leadership. The purpose of the 2021 FRLC FRL Feedback Survey is to understand the FRLs’ program experience and to learn how the program may be improved.

DESCRIPTION OF RESPONDENTS:

Respondents will be Future Research Leaders (FRLs) who participated in the conference and who voluntarily choose to participate in the survey. The survey will be accessible via a web-based survey link provided to FRLs via email.

TYPE OF COLLECTION: (Check one)

- | | |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input checked="" type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input 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 program or may have experience with the program in the future.

Name: Christy Ley, Ph.D., Social Science Analyst
Chief Officer for Scientific Workforce Diversity (COSWD) Office

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 [X] No N/A
3. If Applicable, has a System or Records Notice been published? [] Yes [X] No N/A

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 | 31 | 1 | 10/60 | 5 |
| | | | | |
| Totals | | 31 | | 5 |

COST TO RESPONDENT

| Category of Respondent | Total Burden Hours | Hourly Wage Rate* | Total Burden Cost |
|------------------------|--------------------|-------------------|-------------------|
| Individuals | 5 | \$37.28 | \$186.40 |
| | | | |
| Totals | | | |

*Mean hourly wage for Life, Physical, and Social Science Occupations

https://www.bls.gov/oes/2019/may/oes_nat.htm#19-0000

FEDERAL COST: The estimated annual cost to the Federal government is \$503.02

| Staff | Grade/Step | Salary* | % of Effort | Fringe (if applicable) | Total Cost to Gov't |
|--------------------------|------------|-----------|-------------|------------------------|---------------------|
| Federal Oversight | | | | | |
| Social Science Analyst | 13-03 | \$110,603 | 0.5% | | \$503.02 |
| | | | | | |
| Contractor Cost | | | | | |
| | | | | | |
| Travel | | | | | |
| Other Cost | | | | | |
| | | | | | |
| Total | | | | | \$503.02 |

*the Salary in table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2020/DCB.pdf>

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?

The respondents will be the 31 Future Research Leaders who participated in the 2021 FRLC.

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, Explain
2. Will interviewers or facilitators be used? Yes No

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