

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: 2021 Survey of NIH Grant Reviewers’ Experience and Satisfaction with using Online Critique Templates (OCT)

PURPOSE: NIH depends on an objective and robust peer review process to ensure that all NIH grant applications receive fair, independent, expert, and timely reviews that are free from inappropriate influences. NIH also continually strives to reduce reviewer burden and improve reviewer satisfaction by making the review process as smooth and efficient as possible. The NIH Electronic Research Administration (eRA) has recently developed a simple-to-use online form that reviewers use to submit their scores and written critiques for their assigned applications. This new online feature, called the Online Critique Template (OCT), was designed to replace the current Word-based template and reduce the amount of time reviewers spend on applications. Among its many features, the OCT automatically notifies reviewers of data entry errors, makes drafting, editing, and resubmissions easier, and makes important information readily accessible (e.g., FOA specific review criteria). The OCT simplifies and improves the review process for reviewers.

The purpose of this data collection is to assess reviewers’ experience and satisfaction with using OCT, and to determine whether the OCT made application reviews more efficient and less burdensome to reviewers. Feedback from reviewers will help NIH identify the advantages and disadvantages of the OCT, and how the OCT can be improved to ensure high quality reviews and reviewer satisfaction.

DESCRIPTION OF RESPONDENTS: Survey respondents will be approximately 250 NIH grant reviewers who participated in 14 review meetings that piloted the OCT during the summer and fall of 2021. Most of these individuals are research scientists who work at academic universities across the U.S.

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: Hope Cummings_____

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

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? [] Yes [**X**] 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	250	1	5/60	21
Totals		250		21

COST TO RESPONDENT

Category of Respondent	Total Burden Hours	Hourly Wage Rate*	Total Burden Cost
Individuals	21	\$38.15	\$801.15
Totals			\$801.15

*The wage rate was obtained from https://www.bls.gov/oes/2020/may/oes_nat.htm#19-0000

FEDERAL COST: The estimated annual cost to the Federal government is \$277.74

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Health Scientist Administrator	GS-14/5	138,866	.1%		\$138.87
Health Scientist Administrator	GS-14/5	138,866	.1%		\$138.87
Contractor Cost					N/A
Travel					N/A

Other Cost					N/A
Total					\$277.74

*the Salary in table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2021/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 customer list will consist of reviewers who participated in NIH review meetings using the Online Critique Template (OCT) during the summer and fall of 2021. The rosters for these review meetings will be used as the participant list. Most of these individuals are research scientists who work at academic universities across the U.S.

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.