

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: 2013-2018 NLM/NEH Co-Sponsored Symposium/Seminar Long-Term Impact Survey (NLM)

PURPOSE:

The National Library of Medicine (NLM) wishes to collect feedback from participants in NLM-National Endowment for the Humanities (NEH) co-sponsored symposia and seminars regarding the long-term professional development impact of those events. This survey seeks information about five events which occurred between 2013 and 2018, which include three scholarly symposia participated in by early career academic researchers and two teachers’ seminars for secondary school educators. Quantitative and qualitative responses will help the NLM better understand user needs and the effectiveness of their past programming, with the goal of improving future programming planned and co-sponsored by the NLM.

DESCRIPTION OF RESPONDENTS:

Participants in the five events under investigation, who choose to respond to an email-distributed solicitation for voluntary participation in this survey.

TYPE OF COLLECTION: (Check one)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Customer Comment Card/Complaint Form | <input 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: Jeffrey S. Reznick, Ph.D., FRHistS

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 or Households	50	1	5/60	4
Totals		50		4

COST TO RESPONDENT

Category of Respondent	Total Burden Hours	Hourly Wage Rate*	Total Burden Cost
Individuals or Households	4	\$27.07	\$108.28
Totals			\$108.28

*From https://www.bls.gov/oes/2020/may/oes_nat.htm#00-0000

FEDERAL COST: The estimated annual cost to the Federal government is **\$3,286.66**

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Supervisory Historian	15/9	\$176,300	0.5%		\$881.50
Contractor Cost					
		\$60,129	4%	N/A	\$2,405.16
Travel					N/A
Other Cost					N/A
Total					3,286.66

*The Salary in table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2022/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?

Participant lists are in the public domain thanks to websites and public grant reporting documents for each event. No sampling will be employed – all past participants of the relevant events will be invited to contribute.

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