

**Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB#: 0925-0648, exp. date 6/30/2024)**

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**TITLE OF INFORMATION COLLECTION:** NCBI Comparative Genomics Resource (CGR) Small Group Discussions

**PURPOSE:**

The purpose of this National Library of Medicine (NLM) small group discussions is to obtain feedback to better understand the needs, concerns, obstacles, and supports required for current and potential users of the Comparative Genomics Resource (CGR) to successfully use this recently introduced resource. This information will help inform and prioritize CGR feature development.

**DESCRIPTION OF RESPONDENTS:**

The respondents will be current and potential CGR users, which may include independent researchers and students, or researchers representing consortia, other databases, non-NIH funded agencies, and universities.

**TYPE OF COLLECTION:** (Check one)

- |  |  |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form          | <input type="checkbox"/> Customer Satisfaction Survey      |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input checked="" 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: Bart Trawick

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  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
Private Sector	100	1	60/60	100
<b>Totals</b>		<b>100</b>		<b>100</b>

**COST TO RESPONDENT**

Category of Respondent	Total Burden Hours	Wage Rate*	Total Burden Cost
Biological Scientists	100	\$44.01	\$4,401
<b>Totals</b>	<b>100</b>		<b>\$4,401</b>

\*The Biological Scientist wage rate was obtained from [https://www.bls.gov/oes/2020/may/oes\\_nat.htm#19-1020](https://www.bls.gov/oes/2020/may/oes_nat.htm#19-1020)

**FEDERAL COST:** The estimated annual cost to the Federal government is: **\$19,388.68**

Staff	Grade/Step	Salary	% of Effort	Fringe (if applicable)	Total Cost to Gov't
<b>Federal Oversight</b>					
Staff scientist	GS13/10	\$138,868	1%		\$1,388.68
<b>Contractor Cost</b>					
Facilitator		\$300,000	2%		\$6,000
Notetaker		\$250,000	2%		\$5,000
Scientist		\$350,000	2%		\$7,000
<b>Total</b>					<b>\$19,388.68</b>

\*The Salary for Federal Oversight 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?

NIH FTE employees will identify potential respondents that may already interact with NCBI for comparative genomics. We will select a subset of these potential respondents to ensure representation from across the relevant areas of interest (e.g., independent researchers, teachers and students, or researchers representing consortia, other databases, non-NIH funded agencies, and universities). We will only reach out to a maximum of 100 potential respondents.

**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