



Office of Planning Analysis
& Evaluation
Rockville, MD 20857

DATE: August 17, 2023
TO: Dan Cline, OMB Desk Officer
FROM: Joella Roland, HRSA Information Collection Clearance Officer

Request: The Health Resources and Services Administration (HRSA) requests approval for changes to the Voluntary Partner Surveys to Implement Executive Order 12862 in the Health Resources and Services Administration (OMB 0915-0212, expiration date 4/30/2024).

Purpose: HRSA uses this generic umbrella information collection request (ICR) to conduct voluntary customer surveys of its partners to assess strengths and weaknesses in program services and processes. The purpose of this request is to increase the number of burden hours and responses used for the collections falling under this generic umbrella ICR. This memo explains the changes and supporting rationale.

Changes: There has been an increase in interest in the use of fast-track generic packages within HRSA. As a result, HRSA has seen increased use of the burden hours and responses in the original ICR. As a result, HRSA is requesting an increase in 17,000 responses and 1,000 burden hours to allow HRSA to continue to use this generic umbrella ICR as necessary. HRSA is not requesting changes to the instruments currently approved at this time.

Time Sensitivity: The data collection changes must be completed in a timely manner to ensure that HRSA can continue to receive approval generic fast track ICRs under this Umbrella ICR without significant delay.

Burden: HRSA is requesting an increase of 17,000 responses and 1,350 burden hours for the number of survey responses that HRSA can collect under this generic umbrella ICR for the full 3-year period.

Please see HRSA's proposed burden table below for this generic umbrella ICR as a whole with the proposed increase reflected in the survey row. The increase in survey respondents will be from 12,000 in the original ICR to 29,000. The increase in hour burden for surveys will increase from

3,000 hours to 4,350 hours. No changes to burden estimates are requested for in-class evaluations or focus groups.

| Instrument | Number of Respondents | Responses per Respondent | Hours per Response | Total Hour Burden |
|----------------------|-----------------------|--------------------------|--------------------|-------------------|
| In-class evaluations | 40,000 | 1 | .05 | 2,000 |
| Surveys | 29,000 | 1 | .15 | 4,350 |
| Focus groups | 250 | 1 | 1.5 | 375 |
| Total | 69,250 | | | 0 |