Project Title: Performance Monitoring of CDC's Comprehensive Suicide Prevention Program

(OMB no. 0920-1368 exp. date 9/30/2025)

Proposed Changes: Justification and Overview
November 15, 2022

Justification
In September 2022, six additional recipients have been added to the Comprehensive Suicide Prevention (CSP) Program, which requires the OMB package to reflect these additions in the burden hours and cost.

Project Description
In January 2020, CDC received an appropriation for its Comprehensive Suicide Prevention (CSP) program. This program seeks to reduce suicide morbidity and mortality by 10% in populations disproportionately impacted by suicide in participating jurisdictions. Recipients are required to develop a strategic action plan that outlines their comprehensive approach to suicide prevention and then to implement and evaluate this approach. The comprehensive approach includes 1) convening of multi-sectoral partners, 2) using data to identify and learn about suicide in populations disproportionately impacted, 3) inventorying existing suicide prevention programs in the community, 4) selecting suicide prevention strategies and approaches with the best available evidence to complement existing programs, 5) creating a communication plan to keep stakeholders informed, and 6) ongoing implementation and evaluation. Evaluation will include monitoring of short-, intermediate-, and long-term outcomes.

The goal of this ICR is to collect performance monitoring data via a web-based Partners' Portal. This data is needed to monitor the cooperative agreement program funded under the Comprehensive Suicide Prevention Program (CE20-2001). Data collected will be used to monitor progress toward program goals, identify technical assistance needs of recipients, and to provide accountability for funding to the Department of Health and Human Services (HHS), the White House, Congress, and other sources, upon request. Recipients will report progress and activity information to CDC on an annual schedule using a web-based Partners' Portal. No research design or human subjects involved.

Since OMB approval was granted for the first 11 CSP recipients, 6 additional recipients have been added. This change request is being submitted to reflect the addition of these 6 recipients with updated burden hours and costs.

Proposed Changes
- Adding 6 new CSP recipients and changing the number of respondents in the burden hours and cost tables (Table 1 and Table 2) from 11 to 17.

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- Adding 72 hrs to the burden hours in Table 1, which changes the total burden hours from 132 to 204 hours.
- Adding $2,232 to total respondent cost in Table 2, which changes the total respondent cost from $4,092 to $6,324.

Change to Burden and/or Cost
1. Currently approved burden and costs for 11 CSP recipients:

The total annual burden for all grantees is 132 hours, as summarized in Table 1. Estimates for burden were developed based on preliminary pilot tested by 9 current recipients and revisions to the portal made per feedback from similar programs at NCIPC. The estimate for the Annual Reporting Template includes time for reviewing instructions, searching sources, data collection, and completion of the templates.

The total annual burden for all grantees is $4,092. A program manager will prepare the progress reports for each area. The average hourly wage for a program manager is $31. The hourly wage rates for program managers are based on wages for similar mid-to-high level positions in the public sector, https://www.bls.gov/oes/current/oes_stru.htm

2. Change to burden and costs:

The total annual burden for all grantees is 204 hours. Estimates for burden were developed based on preliminary pilot tested by 9 current recipients and revisions to the portal made per feedback from similar programs at NCIPC. The estimate for the Annual Reporting Template includes time for reviewing instructions, searching sources, data collection, and completion of the templates.

Table 1. Estimated Annualized Burden Hours

Type of Respondents	Form Name	Number of Respondents	Number of Responses per Respondent	Average Burden per Response (in hours)	Total Burden (in hours)
CSP Program Recipients	Annual Progress Report (Attachment D)	17	1	12	204
Total					204

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Table 2. Estimated Annualized Burden Costs

A program manager will prepare the progress reports for each area. The average hourly wage for a program manager is $31. The hourly wage rates for program managers are based on wages for similar mid-to-high level positions in the public sector. The total estimated annualized cost is $6,324, as summarized in Table A.12-2.
https://www.bls.gov/oes/current/oes_stru.htm

Type of Respondent	Form Name	Number of Respondents	Number of Responses per Respondent	Average Burden per Response	Average Hourly Wage Rate (in dollars)	Total Respondent Cost
CSP Program Recipients	Annual Progress Report (Attachment B)	17	1	12	$31	$6,324
Total						$6,324