

To: Jordan Cohen
Office of Information and Regulatory Affairs (OIRA)
Office of Management and Budget (OMB)

From: Alexandra Osberg
Office of Population Affairs (OPA)
Office of the Assistant Secretary for Health

Date: June 18, 2024

Subject: NonSubstantive Change Request – Research and Evaluation Support for Office of Population Affairs: Group TA (OMB #0990-0379)

This memo requests approval of nonsubstantive changes to the approved information collection, Research and Evaluation Support for Office of Population Affairs: Group TA (OMB #0990-0379).

Background

OMB approved the Research and Evaluation Support for Office of Population Affairs: Group TA (OMB #0990-0379) on January 12, 2024. The information collection included the following data collection activities: administering an online survey to grantees after group TA activities. To date, we have administered the survey two times (one time each to two different sets of grantees) and only received 6 responses out of approximately 147 intended respondents. We are requesting changes to the survey to reduce burden with the goal of getting additional responses.

Overview of Requested Changes

We propose to reduce the number of questions on the group TA survey (Attachment 1). We expect the proposed changes to reduce the needed burden. Rather than taking 10 minutes per survey, we estimate each respondent will only need 5 minutes to complete each survey, which would cut the necessary burden in half for the remaining surveys.

Each survey would be administered to two respondents (the project director and lead evaluator) for each of the 75 grantees after each activity. The surveys are estimated to take 5 minutes. Annually, we estimate 3 activities per grantee. Based on prior experience, we expect an approximately 50 percent response rate. Therefore, the annual burden for 2025 and 2026 would be $((75*3*2)/2)*.083 = 18.68$ hours and the remaining burden for 2024 would be $((75*2*2)/2)*.083 = 12.45$ hours.