

**Evaluation of the Minority HIV/AIDS Research Initiative (MARI): 2003-Present
Under Generic Information Collection: Formative Research and Tool Development**

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Supporting Statement B

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B. Collections of Information Employing Statistical Methods

The following is a description of data collection procedures.

1. Respondent Universe and Sampling Methods

The respondent universe for the proposed data collection includes persons funded as principal investigators by the CDC Minority HIV/AIDS Research Initiative (MARI).

Populations and sampling methods will consist of the entire population (42 investigators) funded for MARI.

2. Procedures for the Collection of Information

This generic clearance covers a single data collection activity. The data collection will be time-limited and conducted only once. The data collection activity will not take longer than 1 year to complete from inception of information collection to the first report of findings. CDC will receive any personally identifiable information.

Potential respondents will be identified through targeted recruitment efforts from the relevant study population. All recruitment materials indicate the voluntary nature of the study.

We anticipate that the study under this generic ICR will use quantitative surveys for data collection. The survey questionnaire will contain closed and open-ended questions. The survey will include demographic questions (e.g., race/ethnicity, gender identity), insight on MARI studies (e.g., brief overview of studies, the communities served, and impacts), and feedback about MARI as a training program.

Informed consent will be obtained before data are collected. The consent will inform potential participants of the private and voluntary nature of the study and provide general information about the study, the topics to be covered in the surveys, and potential risks.

Data collection will be collected through approved CDC software (e.g., SurveyMonkey, Microsoft Forms). Participants will be sent an email requesting their participation in the MARI evaluation study and directed to a website link that will contain the informed consent. Participants will be advised to reach out to study POC for any questions before consenting their participation in the study. If consent is given, the survey will populate with directions on how to complete it.

After participants complete the electronic survey, CDC MARI staff will download survey responses and save to the MARI folder on the CDC secure sever. CDC MARI staff will maintain files for each participant's response. All collected data will be stored on a CDC secured server on a MARI shared drive folder. Only persons who have training and are staff who work on MARI are granted access to this folder.

3. Methods to Maximize Response Rates and Deal with No Response

The following procedures will be used to maximize cooperation and to achieve the desired high response rate:

Participants will be sent an email requesting their participation in the MARI evaluation study. If a MARI recipient does not reply to the initial email requesting their participation within one week, we will send up

to 2 follow-up emails or private contacts via public facing social media, e.g., LinkedIn, Facebook, or X (each one week apart) to engage their participation. After the third attempt, the investigator will be classified as non-responsive. No token of appreciation will be given.

4. Test of Procedures or Methods to Be Undertaken

N/A

5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

This information collection request does not employ statistical methods.