

# Work Plan Templates for Ten Regional Centers to Enhance Public Health Preparedness and Response

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## Supporting Statement B

### **Program Official/Contact**

Robin Soler, PhD

Senior Advisor, Division of Readiness and Response  
Office of Readiness and Response

Centers for Disease Control and Prevention

P: 770-488-5104

F: [Contact fax]

[rsoler@cdc.gov](mailto:rsoler@cdc.gov)

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## ATTACHMENTS

- Attachment 1 - Public Health Service Act [42 U.S.C. 241]
- Attachment 2 - Federal Register Notice
- Attachment 2a - Public Comment
- Attachment 3 - ORR 5-Year Workplan Template
- Attachment 4 - ORR Evaluation Work Plan Template
- Attachment 5 - ORR Cooperative Agreement Work Plan Template
- Attachment 6 - Human subject research determination

## **B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

### ***B1. Respondent Universe and Sampling Methods***

The respondent universe for this information collection includes the ten (10) awarded contract vendors. These vendors will represent the ten (10) designated Health and Human Services (HHS) regions. There will be no sampling within this group; all awardees are required to complete the information collection instruments as part of the contract. Since this data is needed for program monitoring beginning in FY24, all awardees must provide this information on program activities in their respective regions. Therefore, sampling a subset of the respondent universe would not meet program monitoring needs. Since it is a requirement, the expected response rate for this information collection is 100%.

### ***B2. Procedures for the Collection of Information***

Contract awardees, one for each of the 10 HHS regions, will convene a coordinating body to collect and report regional activities, including at least three focus areas that would benefit from translation, dissemination, and evaluation of promising research findings or evidence-informed or evidence-based practices to increase health equity as well as reporting partner, roles, and resources needed to accomplish objectives and activities. Upon completion, the information provided in the data collection forms will be collected and analyzed by the awarded coordinating center contractor. There will be no specialized sampling procedures; so no statistical methods for stratification or sample selection will be employed.

### ***B3. Methods to Maximize Response Rates and Deal with No Response***

Response is required as part of the contract award requirements. Thus, no methods to maximize response rates will be used as part of this information collection. Historically, all contract recipients have provided required program monitoring data; it is unlikely that there will be instances of no response in this information collection. Project officers will follow up with region-specific contractors that fail to respond in a timely manner.

***B4. Tests of Procedures or Methods to be Undertaken***

There will not be a test of the data collection instruments before it is launched.

***B5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data***

No individuals outside the agency have been consulted on statistical aspects of the design for this information collection. A contract awarded vendor will lead the collection and analysis of the data from this information collection.