**Non-substantive Change Request  
OMB Control Number 0920-1078  
DWD Alumni Survey**

**Date Submitted: December 26, 2024**

Summary of request: This change request revises race and ethnicity and gender identity questions for the DWD Alumni Survey.

**Description of Changes Requested**

This request updates both the race and ethnicity and the gender identity questions used in the standard Alumni Survey to be in accordance with the most recently published OMB standards and White House guidelines.

**Rationale for Change**

Race and ethnicity and gender identity data are relevant components of ensuring DWD fellowships are aligning with the CDC’s programming tenets of diversity. These data fields will be used to describe alumni and make comparisons. The change will also align these fields with those approved for use in the Fellowship Management System ICR (0920-0765). This request looks to obtain approval in advance of the 2025 collection cycle for DWD fellowship alumni.

Description of Changes to Burden

There are no changes to burden from the alterations in this request.

**Recent Submissions for this Collection**

|  |  |  |
| --- | --- | --- |
| Type of Submission | Approval Date | Content of Submission |
| Revision Request | 3/25/24 | Expands what was formerly the PHAP Alumni Survey to encompass multiple DWD Fellowships, with future intentions to incorporate all division fellowships that are interested. |
| Change Request | 9/03/24 | Adds the Presidential Management Fellowship (PMF) to the DWD Alumni Survey ICR. The PMF survey is similar to the PHAP survey with minor changes to content. |
| Change Request (Current submission) | TBD | Updates race and ethnicity question and gender identity question to reflect updated federal standards. |

# **Table A: Current DWD Fellowships using the DWD Alumni Survey**

Epidemiology Elective Program (EEP)

Evaluation Fellowship Program (EFP)

Epidemic Intelligence Service (EIS)

Laboratory Leadership Service (LLS)

Future Leaders in Infections and Global Health Threats (FLIGHT)

CDC Steven M. Teutsch Prevention Effectiveness (PE) Fellowship

Public Health Informatics Fellowship Program (PHIFP)

Public Health Associates Program (PHAP)

Science Ambassador Fellowship Program (SAF)

Presidential Management Fellowship (PMF)

# **Table B: Estimated Annualized Burden Hours and Cost**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Data Collection Instrument Form Name | Type of Respondent | No. of Respondents | No. of Responses per Respondent | Average Burden per Response (in hours) | Total Burden Hours | Hourly Wage Rate | Total Respondent Costs |
| EEP Alumni Survey | EEP Alumni | 135 | 1 | 20/60 | 45 | $108.30 | $4874 |
| EFP Alumni Survey | EFP Alumni | 60 | 1 | 8/60 | 8 | $34.07 | $273 |
| EIS/LLS Alumni Survey | EIS/LLS Alumni | 210 | 1 | 25/60 | 88 | $47.87 | $4,213 |
| FLIGHT Alumni Survey | FLIGHT Alumni | 5 | 1 | 8/60 | 1 | $108.30 | $108 |
| PE Fellowship Alumni Survey | PE Fellowship Alumni | 25 | 1 | 8/60 | 3 | $40.51 | $122 |
| PHIFP Alumni Survey | PHIFP Alumni | 20 | 1 | 8/60 | 3 | $40.51 | $122 |
| PHAP Alumni Survey | PHAP Alumni | 130 | 1 | 8/60 | 17 | $28.42 | $483 |
| SAF Alumni Survey | SAF Alumni | 60 | 1 | 10/60 | 10 | $31.49 | $315 |
| PMF Alumni Survey | PMF Alumni | 50 | 1 | 8/60 | 7 | $48.08 | $337 |
| **Total** |  | **695** |  |  | **182** |  | **$10,847** |

**Table C: Description of Changes to Standard Alumni Survey Module**

|  |  |  |
| --- | --- | --- |
| Type of Change | Question/Item | Requested Change |
| Question Revision | What is your race? *Select all that apply.*   * American Indian or Alaska Native * Asian * Black or African American * Native Hawaiian or Other Pacific Islander * White * I prefer not to answer | What is your race and/or ethnicity? *Select all that apply*  -American Indian or Alaska Native  *For example, Navajo Nation, Blackfeet Tribe of the Blackfeet Indian Reservation of Montana, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, Aztec, Maya, etc.*  -Asian  *For example, Chinese, Asian Indian, Filipino, Vietnamese, Korean, Japanese, etc.*  -Black or African American  *For example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc.*  -Hispanic or Latino  *For example, Mexican, Puerto Rican, Salvadoran, Cuban, Dominican, Guatemalan, etc.*  -Middle Eastern or North African  *For example, Lebanese, Iranian, Egyptian, Syrian, Iraqi, Israeli, etc.*  -Native Hawaiian or Pacific Islander  *For example, Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, Marshallaese, etc.*  - White  *For example, English, German, Irish, Italian, Polish, Scottish, etc.* |
| Question Deletion | What is your ethnicity?  -Hispanic or Latino  -Not Hispanic or Latino  -I prefer not to answer | Delete question |
| Question Revision | How do you currently describe yourself?  -Male  -Female  -Transgender  -I use a different term | Are you: (select all that apply)  -Female  -Male  -Transgender, non-binary, or another gender  -Prefer not to answer |