

SUPPORTING STATEMENT: PART B

August 28, 2025

Comprehensive Suicide Prevention Performance Monitoring

OMB# 0920-1368

Point of Contact:

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B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

B.1. Respondent Universe and Sampling Methods

Respondents will include all grantees funded under the Comprehensive Suicide Prevention Program (CE20-2001; CE22-2204). Funded partners will report progress and activity information to CDC using a web-based Partners' Portal. Additionally, syndromic surveillance data will be collected via an excel sheet template. No research design or human subjects involved. 100% of the population will report, so sampling is unnecessary. Data will be reported annually by funded recipients per the terms of the Notice of Award (NOA) and the Funding Opportunity Announcement (FOA).

B.2. Procedures for the Collection of Information

NCIPC has developed the web-based Partners' Portal Annual Progress Report (Attachment D). The Partners' Portal is a user-friendly interface which will be quicker, easier, and more intuitive for awardees to use than word documents. Use of the Partners' Portal will require very little training and awardees will use the tools provided to record and update grant information.

There are significant advantages to collecting information using the Partners' Portal:

- The Partners' Portal has work plan and progress reporting fields for: program-specific activities, strategy title, strategy description, sub-strategy title, sub-strategy description, priority population, indicators, geographic areas, key deliverables/outputs, successes, and barriers and challenges. In addition, the Partners' Portal allows for reporting of details within each of these to aide in analysis and aggregation.
- The data structures and business rules will help awardees formulate performance measures that are specific, measurable, achievable, relevant and time-framed (SMART). This formulation is intended to facilitate successful achievement of performance measures and is integral to CDC's program evaluation strategy for the program.
- The information being collected provides crucial information about each awardee's work plan, activities, partnerships, successes, challenges and progress over the award period.
- The Partners' Portal contains built in data validation, calculations, and guidance to allow for easy entry, review, and reporting of indicator data.
- Capturing the required information uniformly will allow CDC to formulate ad hoc analyses and reports for program evaluation and manuscript development.
- The relational database structure in which the data are stored allows for CDC to gain immediate access to data for reporting, thereby improving timeliness. In addition, it allows for multiple awardees from each state to simultaneously enter information, which reduces the amount of collective time spent providing updates.

Awardees will complete simple information fields in a web-based data entry form, tailored for their specific work plans, and submit to assigned NCIPC staff on an annual basis.

NCIPC has developed the Syndromic Surveillance Report (Attachment F) using Microsoft Excel. Due to the schedule of syndromic surveillance reports submitted by recipients once per quarter,

excel sheet templates will be used in addition to the Partner's Portal for Annual Progress Reports. Excel allows for efficient submissions and requires very little training for recipients. Recipients will have a two-week period to complete the excel sheet and send it to NCIPC via email. There will be no changes to the excel template fields during the project period.

B.3. Methods to Maximize Response Rates and Deal with Nonresponse

This is required reporting for recipients of CE20-2001 and CE22-2204. Annual reports and quarterly reports are a requirement for each grantee awarded funding under the FOA in order to continue to receive grant funding. Hence, response rates are expected to be 100%.

B.4. Tests of Procedures or Methods to be Undertaken

The Partners' Portal has been in use for three funding cycles of several funded programs across NCIPC. The 2021 Partners' Portal for Comprehensive Suicide Prevention was pilot tested by 9 current recipients and revisions to the portal made per feedback received (e.g. better connect parts of the portal together to allow for a more complete narrative).

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

- Deb Stone, Associate Director for Science, zaf9@cdc.gov
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- Alison Cammack, Health Scientist, umw5@cdc.gov
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- Lauren Beagle, ASPPH Fellow, ghs0@cdc.gov
- Eric Carbone, Branch Chief, vln0@cdc.gov
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Attachments

- D Partners' Portal reporting platform
- F Syndromic Surveillance Report