

**THE PERFORMANCE MEASURES PROJECT: IMPROVING PERFORMANCE MEASUREMENT
AND MONITORING BY CDC PROGRAMS**

PART B: STATISTICAL METHODS

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List of Attachments

1. Sample Recipient Technical Specifications Codebook and Data Reporting Guide

B. Collections of Information Employing Statistical Methods

1. Respondent Universe and Sampling Methods

CDC/ATSDR programs are eligible to request OMB approval through the Performance Measures Project (“PMP”) generic if they have collaborated with CDC’s Performance and Evaluation Office (PEO) to develop their Notice of Funding Opportunity (NOFO) or other funding announcement and have developed a core set of priority performance measures and data reporting plans for recipients. Collaboration with PEO ensures that appropriate performance and evaluation principles are incorporated into the activities and reporting plans for these awards. PEO anticipates that the majority of programmatic activities will be funded through the cooperative agreement mechanism but eligibility may also include activities funded through grants or contracts. Eligibility is limited to non-research activities but includes qualifying activities conducted in domestic or international settings.

Information will be collected from the recipients of qualifying awards by CDC programs covered under this GenIC. Recipients (“respondents”) will typically be units of state or local government (e.g., state or local health departments) but may include other public health partners (e.g., private sector organizations or ministries of health).

Performance monitoring is required by CDC programs covered under this GenIC. No statistical sampling method will be used for data collections by CDC programs under this GenIC. Each recipient of a qualifying award is required to report individually on its funded activities as a condition of the award, consistent with the performance reporting obligations set forth in 45 CFR 75.342. Because the regulation requires every recipient to demonstrate progress toward agreed-upon goals and milestones, collecting data from only a sample of recipients would not satisfy this requirement. Accordingly, each NOFO-specific data collection covers the full population of funded recipients rather than a statistical sample.

Sixteen GENICs were approved in the previous approval period (June 2023 – June 2026) and CDC/ATSDR requests OMB approval to continue these information collections. In addition, CDC/ATSDR anticipates that up to 40 new programs will be phased in to the PMP over the next three years.

2. Procedures for the Collection of Information

The CDC/ATSDR program funding a particular public health initiative will collect information from each recipient on the schedule required by the funding mechanism and documented in the Program’s Data Management Plan. Recipients will report progress on their performance measures using a cooperative agreement-specific information collection adapted from a Sample Recipient Technical Specifications Codebook and a Recipient Data Reporting Guide (**Attachment 1**). CIOs will provide instructions to recipients for completing the reporting templates. Because data collection and management are carried out at the CIO level rather than by PEO, each CIO is responsible for establishing and documenting data quality assurance procedures appropriate to its program. These procedures are described in the CIO’s published NOFO and associated data management plan and may include, but not be limited to, steps such as verifying that submitted values fall within expected ranges, confirming that all required fields are complete, checking for internal consistency across related data elements, and reviewing submissions for anomalous values that may warrant follow-up with the recipient.

3. Methods to Maximize Response Rates and Deal with Nonresponse

Periodic reporting based on requirements stated in the funding mechanism is required of all recipients. Response rates are expected to be >95%.

4. Test of Procedures or Methods to be Undertaken

No testing of procedures or methods will be undertaken for this Revision ICR. The request is based on CDC's experience with the PMP generic. All recipients receiving funding from a specific NOFO will use the NOFO-specific tool. CDC programs collecting data covered by this GenIC are encouraged to assess the viability of their data collection instruments with recipients as much as possible within six months of Award to ensure parameters for field ranges, values checks, file formats, etc, as applicable, and overall data integrity.

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

The individuals responsible for design and management of the information collection include:

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