

Request for Approval under the “Generic Clearance for NIH Citizen Science and Crowdsourcing Projects”

(OMB#: 0925-0766 Exp., date: 04/2023)

TITLE OF INFORMATION COLLECTION: Professional Societies’ Recommendations of Scientific Reviewers for NIH CSR Review Sections

PURPOSE: The purpose of the data collection is to allow scientific societies to recommend people as grant reviewers for review sections run by the Center for Scientific Review (CSR). CSR is the portal for NIH grant applications and reviews around 75% of NIH grant applications. CSR regularly receives unsolicited names of potential grant reviewers from professional societies. These unsolicited individuals are typically scientists who have a high level of scientific expertise in their field of study. To systematically capture these recommendations, CSR proposes to build a webpage that would allow societies to submit names and some additional information about these potential reviewers. Societies must first have the permission of the potential reviewer before they can submit any information about them. The data collected would be added to a database that is accessible to Scientific Review Officers (SRO) at CSR. With this database, SROs would be able to vet these potential reviewers (name, expertise, etc.) and consider inviting them to serve on a review section at CSR.

DESCRIPTION OF RESPONDENTS: Respondents would be staff at professional scientific societies (e.g. council members, research scientists, professors) such as the American Society for Cell Biology or the Endocrine Society.

TYPE OF COLLECTION: (Check one)

- | | |
|---|---|
| <input type="checkbox"/> Data Catalogue | <input type="checkbox"/> Repository of Tools and Best Practices |
| <input checked="" type="checkbox"/> Recommendations of scientific reviewers | <input type="checkbox"/> Resources |
| <input type="checkbox"/> Call for Nominations | <input type="checkbox"/> Other: _____ |

CERTIFICATION:

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
5. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Hope Cummings

To assist review, please provide answers to the following question:

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? [X] Yes [] No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974? [X] Yes [] No
3. If Applicable, has a System or Records Notice been published? [] Yes [] No

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? [] Yes [X] No

ESTIMATED BURDEN HOURS and COSTS

Category of Respondent	No. of Respondents	No. of Responses per Respondent	Time per Response (in hours)	Total Burden Hours
Private sector (non-profit)	150	1	5/60	13
Totals		150		13

Category of Respondent	Total Burden Hours	Hourly Wage Rate*	Total Burden Cost
Private sector (non-profit)	13	\$37.28	\$484.64
Totals			

* The wage rate was obtained from https://www.bls.gov/oes/2019/may/oes_nat.htm#19-0000

FEDERAL COST: The estimated annual cost to the Federal government is \$2,426.32

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Health Scientist Administrator	14/1	\$121,316.00	2%		\$2,426.32
Contractor Cost					
Travel					
Other Cost					
Total					\$2,426.32

*the Salary in table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2020/DCB.pdf>

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?
 Yes No

If the answer is yes, please provide a description of both below (or attach the sampling plan)? If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

We will reach out to scientific societies that have contacted CSR in the past to recommend potential reviewers. We also intend of conducting outreach and publicizing this new webpage more broadly, including posting it on our main CSR website.

Administration of the Instrument

1. How will you collect the information? (Check all that apply)
 Web-based or other forms of Social Media
 Telephone
 In-person
 Mail
 Other, Explain
2. Will interviewers or facilitators be used? Yes No

Please make sure that all instruments, instructions, and scripts are submitted with the request.