



**[Billing Code 4140-01-P]**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**National Institutes of Health**

**Submission for OMB review; 30-day comment request**

**NIH Office of Intramural Training & Education – Application, Registration, and Alumni Systems**

**(Office of the Director)**

**AGENCY:** National Institutes of Health, HHS.

**ACTION:** Notice.

**SUMMARY:** In compliance with the Paperwork Reduction Act of 1995, the National Institutes of Health (NIH) has submitted to the Office of Management and Budget (OMB) a request for review and approval of the information collection listed below.

**DATES:** Comments regarding this information collection are best assured of having their full effect if received within 30-days of the date of this publication.

**ADDRESS:** Written comments and/or suggestions regarding the item(s) contained in this notice, especially regarding the estimated public burden and associated response time, should be directed to the: Office of Management and Budget, Office of Regulatory Affairs, [OIRA\\_submission@omb.eop.gov](mailto:OIRA_submission@omb.eop.gov) or by fax to 202-395-6974, Attention: Desk Officer for NIH.

**FOR FURTHER INFORMATION CONTACT:** To request more information on the proposed project or to obtain a copy of the data collection plans and instruments, contact: Dr. Patricia Wagner, Program Analyst, Office of Intramural Training & Education (OITE), Office of Intramural Research (OIR), Office of the Director (OD), National Institutes of Health (NIH); 2 Center Drive: Building 2 / Room 2E06; Bethesda, Maryland 20892 or call non-toll-free number 240-476-3619 or Email your request, including your address to: wagnerpa@od.nih.gov.

**SUPPLEMENTARY INFORMATION:** This proposed information collection was previously published in the Federal Register on November 5, 2018, page 55374 (83 FR 55374) and allowed 60 days for public comment. One public comment was received. The purpose of this notice is to allow an additional 30 days for public comment.

The Office of the Director (OD), National Institutes of Health, may not conduct or sponsor, and the respondent is not required to respond to, an information collection that has been extended, revised, or implemented on or after October 1, 1995, unless it displays a currently valid OMB control number.

In compliance with Section 3507(a)(1)(D) of the Paperwork Reduction Act of 1995, the National Institutes of Health (NIH) has submitted to the Office of Management and Budget (OMB) a request for review and approval of the information collection listed below.

Proposed Collection: NIH Office of Intramural Training & Education - Application, Registration, and Alumni Systems Office of the Director – 0925-0299, exp., date 06/30/2019-REVISION – Office of the Director (OD), National Institutes of Health (NIH).

Need and Use of Information Collection: The Office of Intramural Training & Education (OITE) administers a variety of programs and initiatives to recruit pre-college through pre-

doctoral educational level individuals into the National Institutes of Health Intramural Research Program (NIH-IRP) to facilitate their development into future biomedical scientists. The proposed information collection is necessary in order to determine the eligibility and quality of potential awardees for traineeships in these programs. The applications for admission consideration solicit information including: personal information, ability to meet eligibility criteria, contact information, university-assigned student identification number, training program selection, scientific discipline interests, educational history, standardized examination scores, reference information, resume components, employment history, employment interests, dissertation research details, letters of recommendation, financial aid history, sensitive data, and travel information, as well as feedback questions about interviews and application submission experiences. Sensitive data collected on the applicants: race, gender, ethnicity, relatives at NIH, and recruitment method, are made available only to OITE staff members or in aggregate form to select NIH offices and are not used by the admission committees for admission consideration. In addition, information to monitor trainee placement after departure from NIH is periodically collected.

OMB approval is requested for 3 years. There are no costs to respondents other than their time. The total estimated annualized burden hours are 13,297.

Estimated Annualized Burden Hours

Form	Type of Respondent	Number of Respondents	Number of Responses Per Respondent	Average Time / Response (hours)	Total Annual Burden Hours
1	High School Scientific Training & Enrichment Program - Orientation	25	1	10 / 60	4
2	High School Scientific Training & Enrichment Program 2.0 - Orientation	25	1	10 / 60	4
3	HiSTEP & HiSTEP2 - Alumni Tracking	125	2	30 / 60	125
4	Summer Internship Program - Application	8,000	1	45 / 60	6,000
5	Summer Internship Program - Recommendation Letters	16,000	1	10 / 60	2,667
6	Amgen Scholars at NIH - Supplemental Application	535	1	10 / 60	89
7	Amgen Scholars at NIH - Feedback	20	1	15 / 60	5
8	Amgen Scholars at NIH - Alumni Tracking	127	1	30 / 60	64
9	Community College Summer Enrichment Program - Alumni Tracking	158	1	10 / 60	26
10	College-Summer Opportunities in Advanced Research - Alumni Tracking	158	1	10 / 60	26
11	Graduate-Summer Opportunities in Advanced Research - Alumni Tracking	114	1	30 / 60	57
12	Graduate Data Science Summer Program - Alumni Tracking	30	1	30 / 60	15
13	Native American Visit Week - Application	15	1	20 / 60	5
14	Native American Visit Week - Recommendation Letters	15	1	10 / 60	3
15	Native American Visit Week - Feedback	15	1	15 / 60	4
16	Undergraduate Scholarship Program - Application	125	1	60 / 60	125
17	Undergraduate Scholarship Program - Recommendation Letters for Applicants	375	1	10 / 60	63

18	Undergraduate Scholarship Program - Exceptional Financial Need - Completed by Applicant	125	1	3 / 60	6
18	Undergraduate Scholarship Program - Exceptional Financial Need - Completed by University Staff	125	1	15 / 60	31
18	Undergraduate Scholarship Program - Exceptional Financial Need Resubmission - Completed by Applicant	38	1	3 / 60	2
18	Undergraduate Scholarship Program - Exceptional Financial Need Resubmission - Completed by University Staff	38	1	15 / 60	10
19	Undergraduate Scholarship Program - Scholar Contract	25	1	10 / 60	4
20	Undergraduate Scholarship Program - Evaluation of Scholar Pay Back Period	30	1	15 / 60	8
21	Undergraduate Scholarship Program - Renewal Application	15	1	45 / 60	11
22	Undergraduate Scholarship Program - Recommendation Letters for Renewals	15	1	10 / 60	3
23	Undergraduate Scholarship Program - Deferment Form - Completed by Scholar	10	1	3 / 60	1
23	Undergraduate Scholarship Program - Deferment Form - Completed by University Staff	10	1	12 / 60	2
24	Postbaccalaureate Training Program - Application	2,250	1	45 / 60	1,688
25	Postbaccalaureate Training Program - Recommendation Letters	6,750	1	10 / 60	1,125
26	NIH Academy - Fellow & Certificate Programs Application	300	1	15 / 60	75
27	NIH Academy - Enrichment Program Application	175	1	15 / 60	44
28	Graduate Partnerships Program - Application	325	1	60 / 60	325
29	Graduate Partnerships Program - Recommendation Letters for Application	975	1	10 / 60	163

30	Graduate Partnerships Program - Interview Experience Survey	30	1	10 / 60	5
31	Graduate Partnerships Program - Registration	175	1	15 / 60	44
32	Graduate Partnerships Program - Awards Certificate	75	1	30 / 60	38
33	MyOITE - User Accounts	6,000	1	3 / 60	300
34	MyOITE - NIH Alumni	500	1	15 / 60	125
35	OITE Careers Blog - Success Stories	6	1	45 / 60	5
	Totals	43,854	43,979		13,297

Dated: May 2, 2019.

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Lawrence A. Tabak,

Principle Deputy Director,

National Institutes of Health.

[FR Doc. 2019-09517 Filed: 5/8/2019 8:45 am; Publication Date: 5/9/2019]