

**DOCUMENTATION FOR THE GENERIC CLEARANCE
FOR THE COLLECTION OF ACL's GENERIC CLEARANCE FOR THE
COLLECTION OF QUALITATIVE RESEARCH & ASSESSMENT**

TITLE OF INFORMATION COLLECTION:

- ☐ INTERVIEWS
☐ SMALL DISCUSSION GROUPS
☐ FOCUS GROUPS
☐ QUESTIONNAIRES
☐ OTHER (EXPLAIN:)

DESCRIPTION OF THIS SPECIFIC COLLECTION

1. Intended purpose
2. Need for the collection
3. Planned use of the data
4. Date(s) and location(s)
5. Collection procedures
6. Number of collections (e.g., focus groups, surveys, sessions)
7. Description of respondents/participants
8. Description of how results will be used
9. Description of how results will or will not be disseminated and why or why not

AMOUNT OF ANY PROPOSED STIPEND OR INCENTIVE – NONE

BURDEN HOUR COMPUTATION (*Number of responses (X) estimated response or participation time in minutes (/60) = annual burden hours*):

Category of Respondent	No. of Respondents	Participation Time	Burden

BURDEN COST COMPUTATION

Category of Respondent	No. of Respondents	Hourly Rate	Response Time	Total

OTHER SUPPORTING INFORMATION

REQUESTED APPROVAL DATE:

NAME OF CONTACT PERSON:

TELEPHONE NUMBER:

CENTER/OFFICE/DIVISION:

Paperwork Reduction Act Public Burden Statement:

According to the Paperwork Reduction Act of 1995 5 CFR § 1320.8(b)(3), no persons are required to respond to a collection of information unless such collection displays a valid OMB control number (OMB 0985-xxx). Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for gathering, maintaining the data needed, completing, and reviewing the collection of information. The obligation to respond to this collection is voluntary under Executive Order 12862 Setting Customer Service Standards. This collection of information enables ACL to receive feedback in an efficient, timely manner, in accordance with our mission to maximize the independence, well-being, and health of older adults, people with disabilities, and their families and caregivers. ACL will use this information collection to conduct research and evaluation studies to measure the needs, barriers, and facilitators for ACL programs. Data will be kept private to the extent allowed by law. ACL does not anticipate the Privacy Act will apply to any of our data collections under this generic mechanism. If the Privacy Act applies to a collection, ACL will provide a Privacy Act statement, SORN, or any other associated documentation as necessary. If a confidentiality pledge is deemed useful and feasible, the Agency will include a pledge of confidentiality that is supported by authority established in statute or regulation, that is supported by disclosure and data security policies that are consistent with the pledge, and that does not unnecessarily impede sharing of data with other agencies for compatible confidential use. If the agency includes a pledge of confidentiality, it will include a citation for the statute or regulation supporting the pledge. We believe that most of the information collections under this mechanism will not collect personally identifiable information or information of a personal or sensitive nature.