



DEPARTMENT OF HEALTH & HUMAN SERVICES

ADMINISTRATION FOR CHILDREN AND FAMILIES
370 L'Enfant Promenade, S.W.
Washington, D.C. 20447

Date: 12-10-08

To: Mr. Robert Sargis, Reports Clearance Officer

From: Patti Dunn, Data Collection Manager ^{PI}
Administration for Native Americans

Re: Expedited Office of Management and Budget Clearance
Revised Grant Application Data Summary (GADS) Form: 0970-0328 (existing OMB clearance)

This is a request to the Office of Management and Budget (OMB) to expedite the clearance process of an information collection we are requesting from federally recognized Indian Tribes, tribal governments, and Native American communities (including American Indians, Alaska Natives, Native Hawaiians, and other Pacific Islanders organizations). The Administration for Native Americans (ANA) is requesting expedited clearance of a revised data collection form (GADS) that is required to be completed by ANA applicants at the time they are applying for a discretionary grant. The existing GADS form, which is based on each ANA Program Announcement, does not expire until 2011; however, due to a recent unanticipated Administration for Children and Families (ACF) policy change regarding Program Announcements (PAs), it was necessary to revise the GADS form to reflect the required PA changes.

According to 5 CFR Part 1320.13, an agency head or the Senior Official, or their designee, may request OMB to authorize emergency processing of submissions of collections of information in writing. Specifically, if the agency cannot reasonably comply with the normal clearance procedures because an unanticipated event has occurred, expedited processing may be used. Per the new policy (unanticipated) set forth in an email to ACF Program Offices (POs), "ACF will no longer publish multiple priority area Program Announcements. Priority areas in PAs that have been published previously, and that POs plan to re-publish in FY09, must be broken out into separate PAs." To comply with the new guidance established by ACF, the ANA FY09 PAs were changed to break down Program subcategories into a stand-alone PA. For the FY09 grant competition, ANA will publish nine PAs, instead of four. Since the GADS form is based completely on the PAs, prompt changes had to be made to the form to reflect each new PA. Changes to the GADS form, however, could not be completed until all nine ANA PAs were developed, vetted, and approved through ACF OA Division of Grants Policy. A Notice of Public Comment regarding the proposed nine PAs was published in October, and no comments were received. On 12/5/08, the ANA Program Announcements were published, and potential applicants will be attending pre-application training and developing their application packages. The GADS form is part of this package. Submitting the GADS form through normal clearance procedures will disrupt collection of *accurate* information on FY09 grant applicants, therefore ANA is requesting an expedited review of the information and clearance by OMB by January 2009.