

MEMO

DATE: April 6, 2010

TO: OMB Comments

FROM: Pamela Green-Smith
Division Director
Office of Refugee Resettlement

SUBJECT: Response to OMB comments related to OMB Form No. 0970-0034 pending approval

Provided here are ORR responses to two comments received by OMB related to the approval of revised information collections Forms ORR-3 and ORR-4.

To: Massachusetts Office for Refugees and Immigrants:

ORR is pleased to receive comments related to the practical use of revised forms proposed for OMB approval. The respondent does not identify which form that caseworkers spent approximately 45 minutes to complete. ORR has proposed that Form ORR-3 requires an average 15 minutes for completing and Form ORR-4 requires an average of one and one-quarter hour to complete. Also, it is not clear whether caseworkers utilized the proposed form instructions in completing the forms or if they were unable to follow the instructions.

Once the information collection is approved, ORR will ensure that the electronic form is properly formatted to prevent errors in entry "language" for each cell. ORR has prepared in-depth instructions and will revise prior to dissemination those instructions related to the particular concern expressed by the respondent.

To: California Department of Social Services

ORR appreciates the comments regarding the implementation of revised information collection and the burden added in responding to revised program forms. The changes and complexities that have evolved in the URM program require substantive improvements in information collected regarding youth in care. ORR plans to provide specific training for respondents along with ongoing technical assistance to assist their understanding and collecting the information now required.