

**Department of
Veterans Affairs**

Memorandum

Date: September 30, 2011

From: Cynthia Harvey-Pryor, VHA OMB Liaison, Office of Health Information (10P7B)

Subj: Non-Substantive Change for Supportive Services for Veteran Families 2900-0757

To: VA Clearance Officer (005R1B)

On May 5, 2010, the Proposed Rule for the Supportive Services for Veteran Families (SSVF) Program was published in the Federal Register (75 FR 24514). Under the Proposed Rule, collections relating to (i) applications for initial funding, (ii) renewal applications, (iii) participant satisfaction surveys, (iv) program or budget changes and corrective action plans, and (v) compliance reports were identified, and comments were requested for each of these items in accordance with the Paperwork Reduction Act. No comments were received by VA or OMB relating to these collections.

On November 5, 2010, Justification A was submitted to OIRA in connection with the SSVF Program. The Justification identified that the initial Application, 10-0508, was being submitted in conjunction with the justification, and, subsequently, a Renewal Application, Participant Satisfaction Survey, and Compliance Report would be submitted following the program implementation. VA has already submitted the Participant Satisfaction Survey, VA Form 10-0508a and Compliance Report: Quarterly Grantee Performance Report, VA Form 10-0508b for OMB approval. Also submitted was an Excel worksheet, SSVF Quarterly Financial Report Template. The Excel worksheet is part of the Compliance Report to be submitted by grantees receiving funding from VA. The Participant Survey, Justification B (statistical methods employed) was also submitted.

The Renewal Application, 10-0508c is being submitted to OMB following completion of the aforementioned documents. Each of these collections is described in detail in the Justification previously submitted and cleared under 2900-0757.

The following describes the most recent submissions into ROCIS:

SSVF Program Renewal Application – VHA is now providing OMB with the SSVF Renewal Application, VA Form 10-0508c. The Paperwork Reduction Act Notice for this was handled in the Proposed Rule and similar to the Participant Survey and Quarterly Report. This form will be completed in the PDF fillable form and the Excel budget attachment is the same used in the initial application. .

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