

## THE SUPPORTING STATEMENT

### Specific Instructions

#### A. Justification

##### 1. Circumstances Making the Collection of Information Necessary

The Administration on Children, Youth and Families' (ACYF) Family and Youth Services Bureau (FYSB) funded sixteen Tribal grants under the Personal Responsibility Education Program (Tribal PREP) in Fiscal Year 2011. Tribal PREP is authorized through the Patient Protection and Affordable Care Act of 2010, Pub.L.111-148 (ACA) signed by President Obama on March 23, 2010. The ACA amends Title V of the Social Security Act (42 U.S.C. 701 et seq.) by adding section 513. In section 513, a 5% set aside in funding is designated for Tribes from the larger PREP overall funding (dedicated to States, Territories and Tribes).

For purposes of this program Tribes and tribal organizations will develop projects that specifically address the needs of Native American youth in their particular communities. They must be designed to educate adolescents in both abstinence and contraception to prevent pregnancy and sexually transmitted infections, including HIV/AIDS, and at least three adulthood preparation subjects.

#### Implementation Plan

This first funding year, intended as a Planning Year, will culminate with the submission of an Implementation Plan. This plan will serve as the Tribal PREP program framework for years two through 5 of the grant project period. OMB approval is requested for submission of this one time only Implementation Plan. There is no specific form developed for the Implementation Plan, but the information to be collected in Implementation Plan is outlined in the Funding Opportunity Announcement (FOA) under which the Tribal PREP grantees were funded. Each grantee will submit their Implementation Plans in a format that best captures the essential information required by the Tribal PREP Funding Opportunity Announcement (FOA). References to this requirement may be found in the "Tribal PREP Requirements" section of the FOA.

Each grantee must submit a Tribal PREP Implementation Plan by the end of the 10<sup>th</sup> month of the Planning Year, or by August 1, 2012. The submission of the plan informs the ACYF/FYSB on which evidence based model (or elements of such models) will be selected and how the program model will be implemented. The plan will also demonstrate how substantial emphasis will be placed on both abstinence and contraception for the prevention of pregnancy and sexually transmitted infections and how the utilization of information and activities are medically accurate and up-to-date, age appropriate, culturally sensitive and address at least three adult preparation subjects.

#### Tribal PREP PPR

Because general program goals for State PREP and Tribal PREP are nearly the same, the Tribal PREP PPR will contain the information requests and indicators as outlined in the approved State PREP PPR, OMB Control No. 0970-0380. The requirement for Tribal PREP PPR submission is twice annually, every 6 months.

## 2. Purpose and Use of the Information Collection

### Implementation Plan

The Implementation Plans will be utilized to provide guidance and approval to the grantees prior to the implementation of the project to ensure compliance with authorizing legislation and program announcement guidelines for PREP. The Federal staff will review and negotiate necessary modifications to the implementation plan within two months of receipt planning document from the applicant. Grantees will then finalize and solidify program implementation plans, including how process and outcomes-oriented evaluation will be structured within the Implementation Phases of the project.

### PPR

The Tribal PPR will be used as the standard reporting instrument used by federal staff to monitor grantee project progress every six months.

## 3. Use of Improved Information Technology and Burden Reduction

The submission of the implementation plan and the PPR will utilize electronic submission.

## 4. Efforts to Identify Duplication and Use of Similar Information

The submission of the described implementation plan are not duplicative of any other sources of information available for PREP. The PPR proposed here to be utilized by Tribal PREP grantees is the same PPR that is used by State PREP grantees. The State PREP OMB Control No. is 0970-0380.

## 5. Impact on Small Businesses or Other Small Entities

The information being collected has been held at the absolute minimum for the intended use.

## 6. Consequences of Collecting the Information Less Frequently

The implementation plan will only be submitted once in the 48 month project period. The PPR must be submitted two times (every six months) each year of the project.

## 7. Special Circumstances Relating to the Guidelines of 5 CFR 1320.5

None are applicable.

## 8. Comments in Response to the Federal Register Notice and Efforts to Consult Outside the Agency

No comments have been received.

9. Explanation of Any Payment or Gift to Respondents

There is no remuneration of any kind for respondents.

10. Assurance of Confidentiality Provided to Respondents

There is no requirement to collection of individual case information.

11. Justification for Sensitive Questions

There is no requirement to provide case/individual specific data.

12. Estimates of Annualized Burden Hours and Costs

<b>Instrument</b>	<b>Average burden hours per response</b>	<b>Number of respondents</b>	<b>Number of responses per respondent</b>	<b>Total burden hours</b>
Implementation Plan	50	16	1	800

Estimated total annual burden hours: 800

<b>Instrument</b>	<b>Average burden hours per response</b>	<b>Number of respondents</b>	<b>Number of responses per respondent</b>	<b>Total burden hours</b>
Performance Progress Reports	30	16	2	960

Estimated total annual burden hours: 960

Total estimated burden hours are 1,760 hours.

The estimated monetary value of time is:

- Tribal PREP Implementation Plan --  $\$50 \times 800 = \$40,000$
- Tribal PREP PPR --  $\$50 \times 960 = \$48,000$

Total estimated monetary value of time: \$88,000

13. Estimates of Other Total Annual Cost Burden to Respondents and Record Keepers

There is no cost burden to respondents and there is no capital or start-up costs associated with the preparation and submission of these documents.

14. Annualized Cost to the Federal Government

The anticipated average costs associated with receiving, reviewing, accepting, or monitoring of grantees' implementation plans over a three year period is \$10,000.00. The anticipated average cost for review of the PPR each year is \$6,000.00.

15. Explanation for Program Changes or Adjustments

This is a new program request and therefore, there are no changes or adjustments to prior clearance requests.

16. Plans for Tabulation and Publication and Project Time Schedule

There is no need or requirement to tabulate and publish the documents. However, the implementation plan is to be submitted by the end of the 10th month after the initiation of the first year of the project period, the Planning Year. There is no need or requirement to tabulate and/or publish the PPR document.

17. Reason(s) Display of OMB Expiration Date is Inappropriate

The OMB expiration date should not be displayed on the Implementation Plan and the PPR because it is expected that the forms will be in use for an extended period of time. Dating the forms will create a waste in time and resources if the forms could not be utilized after the expiration date.

18. Exceptions to Certification for Paperwork Reduction Act Submissions

There are no exceptions to the certification statement identified in item 19 of the OMB 83-I; this project meets all requirements of 5 CFR 1320.9. This information collection does not employ statistical methods as indicated in OMB 83-I item 17.

**B. Statistical Methods (used for collection of information employing statistical methods)**

FYSB will not employ statistical methods for the information collection instruments. The collection instruments were designed to be program specific to each applicant/awardee.

1. Respondent Universe and Sampling Methods
2. Procedures for the Collection of Information
3. Methods to Maximize Response Rates and Deal with Nonresponse
4. Test of Procedures or Methods to be Undertaken
5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data