

Supporting Statement A

Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program Competitive Grant

NON-COMPETING CONTINUATION (NCC) PROGRESS REPORT ACTIVITY CODE: D89

OMB Control No. 0915-0356

Terms of Clearance: None

A. Justification

1. Circumstances Making the Collection of Information Necessary

The Health Resources and Services Administration (HRSA) currently has approval under Office of Management and Budget (OMB) Control No. 0915-0356 to collect information on Non-Competing Continuation (NCC) Progress Reports from eligible entities under the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program.

On March 23, 2010, the President signed into law the Patient Protection and Affordable Care Act (the Act), Section 2951 of the Act amended Title V of the Social Security Act by adding a new section, 511, which authorized the creation of the MIECHV program. The Act responds to the diverse needs of children and families in communities at risk and provides an unprecedented opportunity for collaboration and partnership at the federal, state, and community levels to improve health and development outcomes for at risk children through evidence-based home visiting programs.

This program is designed: (1) to strengthen and improve the programs and activities carried out under Title V; (2) to improve coordination of services for at-risk communities; and (3) to identify and provide comprehensive services to improve outcomes for families who reside in at-risk communities. The legislation reserves the majority of funding for one or more evidence-based home visiting models. In addition, the legislation supports continued innovation by allowing for up to 25 percent of funding supporting promising approaches that do not yet qualify as

evidence-based models.

The goal of the MIECHV competitive grant program is to support states in mounting high quality, evidence-based home visiting programs embedded in strong state early childhood systems.

2. Purpose and Use of Information Collection

This information collection is needed for eligible entities to receive subsequent funds under the MIECHV program. A portion of funding under this program is awarded to participating states and eligible jurisdictions by formula. However, an additional portion of funds is awarded competitively.

The information collected will be used to review grantee progress on proposed project plans sufficient to permit project officers to assess whether the project is performing adequately to achieve the goals and objectives that were previously approved. Non-competing continuation Progress Reports are entered into HRSA's Electronic Handbook (EHB).

Failure to collect this information would result in the inability of the project officers to exercise due diligence in monitoring and overseeing the use of grant funds in keeping with legislative, policy, and programmatic requirements.

Grantees are required to provide a performance narrative with the following sections: project identifier information, accomplishments and barriers, state home visiting program goals and objectives, update on the state home visiting program promising approach, implementation of the state home visiting program in targeted at-risk communities, progress toward meeting legislatively-mandated reporting on benchmark areas, state home visiting CQI efforts, evaluation plan progress, and administration of state home visiting program.

3. Use of Improved Information Technology and Burden Reduction

Non-competing progress reports will be submitted electronically through HRSA's Electronic HandBooks System (EHB). EHB is the system adopted by HRSA to collect information electronically from grantees.

4. Efforts to Identify Duplication and Use of Similar Information

This program is unique and prescribed by law as noted above. Similar information will not be collected through other means.

5. Impact on Small Businesses or Other Small Entities

No small businesses will be involved in reporting. Reports will be completed by state, jurisdiction, and non-profit grantees.

6. Consequences of Collecting the Information Less Frequently

Less frequent reporting will affect the ability of the agency to assess program implementation, effectiveness, and impact on the health and development of service recipients. There are no legal obstacles to reduce the burden.

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

The request fully complies with the regulation.

8. Comments in Response to the Federal Register Notice/Outside Consultation

Section 8A:

A 60-day Federal Register Notice was published in the *Federal Register* on April 16, 2015, Vol. 80, No. 73; pp. 20502-20503. There were no public comments.

Section 8B:

- The agency consulted with current competitive development and expansion grantees on the availability of data, frequency of collection, the clarity of instructions and record keeping, disclosure, and reporting format, and on the data elements to be recorded, disclosed, or reported. The names, title, telephone numbers, and e-mail addresses of those consulted is attached.

HRSA collaborates with the Administration for Children and Families (ACF) as is required under the legislation and also with a number of other federal agencies within HHS (including the CDC, SAMHSA, and CMS), as well as the Departments of Education and Justice.

Information on consultations that took place:

Carole Steele, State Lead, Georgia Department of Human Resources - (404) 656-2631, casteele@dhr.state.ga.us

Susan McKim, State Lead, Alabama Department of Children's Affairs, (334) 353-2709, susan.mckim@dca.alabama.gov

Danette Wong Tomiyasu, State Lead, Hawaii Department of Health, (808) 586-4122, danette.tomiyasu@doh.hawaii.gov

9. Explanation of any Payment/Gift to Respondents

Respondents will not receive any payments or gifts.

10. Assurance of Confidentiality Provided to Respondents

The Privacy Act does not apply because information collection requirements do not include collection of information on individuals; all information is reported in aggregate form.

11. Justification for Sensitive Questions

There are no questions of a sensitive nature relating to race/ethnicity, sexual behavior and attitudes, religious beliefs of respondents, and other matters that are commonly considered private.

12. Estimates of Annualized Hour and Cost Burden

12A. Estimated Annualized Burden Hours

The annual estimate of burden is as follows:

Summary progress on the following activities	Number of respondents	Number of responses per respondent	Total responses	Hours per response	Total Burden Hours
Home Visiting Competitive Grant Progress Report --- FY 2012, FY 2013, FY 2014	37	1	37	25	925
Home Visiting Competitive Grant Progress Report --- FY 2015	35	1	35	20	700
Home Visiting Competitive Grant Progress Report --- FY 2016	56	1	56	20	1,120
Home Visiting Competitive Grant Progress Report --- FY 2017	56	1	56	20	1,120

Total	184		184		3,865
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12B. Estimated Annualized Burden Costs/Estimates of other Total Annual Cost Burden to Respondents or Recordkeepers/Capital Costs

Other than their time, there is no cost to respondents.

13. Estimates of other Total Annual Cost Burden to Respondents or Recordkeepers/Capital Costs

Recordkeepers/Capital costs are expected to be minimal as states will utilize existing mechanisms.

14. Annualized Cost to Federal Government

The agency estimates the average annual cost to the Federal Government is \$1,900.32 for a total of 10 Federal staff at Grade 13 Step 5 (\$39.31 hourly rate) for 40 hours (\$1572.40) and 2 Federal staff at grade 14 Step 1 (\$40.99 hourly rate) for 8 hours (\$327.92).

15. Explanation for Program Changes or Adjustments

Currently there are 1,452 total reporting and record keeping hours in the OMB inventory. HRSA is requesting 3,865 burden hours, an increase of 2,413 hours. This is due to the grant being revised resulting in the NCC taking longer to complete.

16. Plans for Tabulation, Publication, and Project Time Schedule

Data will be extracted from final reports and aggregated, using suitable analytic approaches, to compare, contrast, and identify successes, areas for improvement, and promising practices across the program. These findings will be used to assess the implementation of the MIECHV program, support program or grantee Improvement, and craft or inform dissemination strategies.

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

The OMB number and Expiration date will be displayed on every page of every form/instrument.

18. Exceptions to Certification for Paperwork Reduction Act Submissions

There are no exceptions to the certification.

