

To: Office of Information and Regulatory Affairs (OIRA); Office of Management and Budget (OMB)

From: Office of Planning, Research and Evaluation (OPRE); Administration for Children and Families (ACF)

Date: September 22, 2017

Subject: Assessing the Implementation and Cost of High Quality Early Care and Education: Comparative Multi-Case Study, Phase 2 (OMB: 0970-0499)

To increase the quality and efficiency of the data collection, we have converted the implementation data collection tool into a survey format. A survey format allows us to integrate the directions for completing each item, clarify probes important for coding the correct answer category, allow sufficient space for text write in's, and ensure accuracy and completeness in data collection by making the instrument easier to follow by the data collectors.

In making the transition to a survey format, we needed to make some text changes to support the flow and ease of use of the new instrument. We are writing to request the following non-substantive changes:

- Added answer categories to indicate “none” or “no ___” so that all questions will have an answer category selected.
- Clarified the wording of several questions.
- Reorganized and expanded directions and clarified definitions within specific questions to facilitate probing and efficient data collection. For example, we clarified the definition of observation and coaching.
- In the Child and Family Supports section, we made minor revisions to tailor the questions to each type of support service.
- Revised the titles of the Child Assessment to Plan Instruction, Part 1 and Part 2 sections and added probes to clarify the purpose of each type of assessment.