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SUBJECT: Request for Non-Substantive Change to the Evaluation of the Transitional Living Program (TLP) (0970-0383).

This memo requests a nonsubstantive change to the information collection for the Evaluation of the Transitional Living Program (TLP) (0970-0383). The Evaluation of the TLP is focused on identifying short-term and longer-term outcomes for youth. The study will provide information on services available to youth during and after exiting the program, including assistance in locating and retaining permanent housing and referrals to other residential programs, and services for employment, education, health, and mental health.

### **Nonsubstantive change request**

#### *Overview*

Data collection began in October 2016. At baseline, the target sample was 1250 youth participants evenly distributed between the treatment and control group. At nine months, we reviewed the study enrollment rate (12.8 percent across the treatment and control groups) and the 3-month follow up rate (20 percent across the treatment and control groups) and determined it would not be feasible to reach the target sample size of 1250 youth within the time frame for study completion.

We propose the following changes: 1) drop the control group; 2) decrease the sample size to roughly half the number of participants originally proposed (i.e., to 600 youth); and 3) focus resources on fewer follow up data collection points. Instead of six follow up points, we propose three: baseline, 6 months, and 12 months. We will implement the same follow up survey – Young Adult 12-Month Follow Up Survey – at 6 and 12 months. We do not propose any changes to the content of the surveys.

**Table 1. Currently approved burden table, updated to reflect nonsubstantive change request**

<b>Instrument</b>	<b>Number of Respondents</b>	<b>Number of Responses per Respondent</b>	<b>Average Burden Hours per Response</b>	<b>Total Burden Hours</b>
<b>Site Visit Interviews</b>				
<b>Program Overview Survey: Executive Director Interview Guide (1 Executive Director respondent per grantee)</b>	14	1	1	14
<b>Program Overview Survey: Program Staff Interview Guide (4 Program Staff respondents per grantee)</b>	56	1	2	112
<b>Youth Development Survey Interview Guide (1 Executive Director and 1 Program Staff respondent per grantee)</b>	28	1	0.50	14
<b>Young Adult Surveys</b>				
<b>Young Adult Baseline Survey</b>	600	1	0.62	372
<b>Young Adult 3-Month Follow Up Survey</b>			0	4
<b>Young Adult 6-Month Follow Up Survey</b>	600	1	0.61	366
<b>Young Adult 9-Month Tracking Survey</b>			0	
<b>Young Adult 12-Month Follow Up Survey</b>	600	1	0.61	366
<b>Young Adult 15-Month Tracking Survey</b>			0	
<b>Young Adult 18-Month Follow Up Survey</b>			0	
<b>Total</b>				<b>1,244</b>

**Table 2. Burden table updated to reflect current status of data collection and nonsubstantive change**

<b>Instrument</b>	<b>Total/Annual Number of Respondents</b>	<b>Number of Responses per Respondent</b>	<b>Average Burden Hours per Response</b>	<b>Total Burden Hours</b>
<b>Site Visit Interviews</b>				
<b>Program Overview Survey: Executive Director Interview Guide (1 Executive Director respondent per grantee)</b>	Data collection complete			
<b>Program Overview Survey: Program Staff Interview Guide (4 Program Staff respondents per grantee)</b>	Data collection complete			
<b>Youth Development Survey Interview Guide (1 Executive Director and 1 Program Staff respondent per grantee)</b>	Data collection complete			
<b>Young Adult Surveys</b>				
<b>Young Adult Baseline Survey</b>	600	1	0.62	372
<b>Young Adult 3-Month Follow Up Survey</b>	No longer planned			
<b>Young Adult 6-Month Follow Up Survey</b>	600	1	0.61	366
<b>Young Adult 9-Month Tracking Survey</b>	No longer planned			
<b>Young Adult 12-Month Follow Up Survey</b>	600	1	0.61	366
<b>Young Adult 15-Month Tracking Survey</b>	No longer planned			
<b>Young Adult 18-Month Follow Up Survey</b>	No longer planned			
<b>Estimated Total Burden Hours</b>				<b>1,104</b>

**Table 3. Simplified Burden Table: Current Burden Status with Nonsubstantive Change Request Approved**

<b>Instrument</b>	<b>Total/Annual Number of Respondents</b>	<b>Number of Responses per Respondent</b>	<b>Average Burden Hours per Response</b>	<b>Total/Annual Burden Hours</b>
<b>Young Adult Baseline Survey</b>	600	1	0.62	372
<b>Young Adult 6-Month Follow Up Survey</b>	600	1	0.61	366
<b>Young Adult 12-Month Follow Up Survey</b>	600	1	0.61	366
<b>Total</b>				<b>1,104</b>