

## Memo

To: Josh Brammer, Office of Information and Regulatory Affairs, Office of Management and Budget

From: Mary Mueggenborg and Meryl Barofsky, Office of Planning, Research, and Evaluation, Administration for Children and Families

Date: October 29, 2019

Subject: Nonsubstantive Change Request to Response Survey - Head Start Family and Child Experiences Survey (FACES 2019) [OMB # 0970-0151]

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This nonsubstantive change request is to update the burden estimates related to two instruments for the Head Start Family and Child Experiences Survey (FACES 2019) information collection (OMB #0970-0151). Specifically, we are requesting to change the burden estimate for the FACES Child Assessment (Attachment 9) and the American Indian/Alaska Native (AI/AN) FACES Child Assessment (Attachment 18) from 45 minutes to 60 minutes. This update is based on our field experience to date. We have attached the following materials to reflect the change in burden estimate:

- Appendix A Program Information Packages
- Appendix K FACES 2019 Respondent Materials
- Appendix L AI/AN FACES 2019 Respondent Materials
- Attachment 7 FACES 2019 Parent Consent Form\*
- Attachment 16 AI/AN FACES 2019 Parent Consent Form\*
- FACES 2019 Data Collection OMB Part A
- FACES 2019 Data Collection OMB Part B

\* Please note that the change is an update in the parent letter accompanying the consent form and not to the consent form itself.