

**To:** Jordan Cohen  
Office of Information and Regulatory Affairs (OIRA)  
Office of Management and Budget (OMB)

**From:** Ivelisse Martinez-Beck  
Office of Planning, Research and Evaluation (OPRE)  
Administration for Children and Families (ACF)

**Date:** May 12, 2021

**Subject:** NonSubstantive Change Request – Understanding Child Care Licensing Challenges, Needs, and Use of Data (OMB #0970-0356)

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This memo requests approval of nonsubstantive changes to the approved information collection, Understanding Child Care Licensing Challenges, Needs, and Use of Data, which was approved under the Formative Generic for ACF Research (OMB #0970-0356).

### ***Background***

On March 22, 2021, OMB approved a generic information collection (GenIC) under the umbrella generic Formative Data Collections for ACF Research to conduct interviews with the child care licensing administrator and a person familiar with the licensing data system in each state and territory, as well as the District of Columbia. Data collection began on April 26, 2021.

While scheduling interviews, many child care licensing administrators and data systems staff have requested to have an additional person join the interview, therefore increasing our projected sample size.

### ***Overview of Requested Changes***

This memo requests approval for an increase in the number of interview respondents to the Licensing Administrator protocol from 50 to 100 and the number of respondents to the Data Systems protocol from 50 to 100.

Relevant changes have been made to Supporting Statements A and B (attached) to reflect the increase in interview respondents. Edits include updates to the burden estimates (A12) and to the target population (B2) and response rate information (B5).

### ***Time Sensitivities***

Interviews are currently underway. As such, we appreciate a prompt response.