

Supporting Statement for the State Performance Report for FY 2022-2025

A. Justification

1. Circumstances Making the Collection of Information Necessary

This is a request for Office of Management and Budget (OMB) approval of Administration for Community Living's (ACL) Administration on Aging (AoA) Title III and Title VII performance data. This previously approved "New SPR" was a revision of the currently active version (effective 2019 – 2022) and was approved in 2018.

- The currently approved SPR under 0985-0008 will expire in FY 2022, which is the final reporting year for the currently approved OMB control number (0985-0008). In order to comply with requirements under the PRA it is necessary to place this "new SPR" IC under a new OMB control number while keeping the currently approved SPR under 0985-0008 active for remaining reporting of FY 2021.
- ACL is seeking a new OMB Control Number for the new SPR effective FY 2022-2025. This request applies only to making an administrative change to the 2018 approved version of the State Performance Report for State Units on Aging (Older Americans Act Titles III and VII (Chapters 3 and 4) ("new SPR")). ACL intends to use this proposed data to collect information starting with FY 2022 reporting.
- The Older Americans Act (OAA), P.L. 89-73, enacted July 14, 1965, last amended in April 2016, P.L. 114-144, requires a report annually on the performance of Older Americans Act funded projects. (42 U.S.C. 3012).
- Data collection is essential to provide performance measures as required by Congress and the GPRAMA Modernization Act of 2010 (GPRAMA) and related program performance activities.
- Section 202(a)(16) of the OAA requires the collection of statistical data regarding the programs and activities carried out with funds provided under the OAA and Section 207(a) directs the Assistant Secretary on Aging to prepare and submit a report to the President and Congress based on those data. Section 202(f) directs the Assistant Secretary to develop a set of performance outcome measures for planning, managing, and evaluating activities performed and services provided under the OAA. Requirements pertaining to the measurement and evaluation of the impact of all programs authorized by the OAA are described in section 206(a). The State Performance Report is one source of data used to develop and report performance outcome measures and measure program effectiveness in achieving the stated goals of the OAA.

2. Purpose and Use of Information Collection

- The information submitted by Older Americans Act (OAA) Title III and VII grantees is AoA's principle source for data and information on programs and services funded under the OAA. The State Performance Report serves as the Program Performance Report for the state grantees to meet their annual grantee reporting requirements and includes the data required by the OAA to be reported in the AoA Annual Report to Congress. The data collection is summary data of services for seniors provided or managed by State Units on Aging (SUA) and Area Agencies on Aging (AAA). Data is submitted annually by the 50 states, five Territories (American Samoa, Guam, Puerto Rico, Commonwealth of the Northern Mariana Islands, and U.S. Virgin Islands), and Washington, D.C. It includes information on the number of people served and their characteristics, the number of units of specific services, expenditures, total expenditures, number of state and local staff.

Data from the SPR are a significant source for performance measures in the Congressional budget justification; the HHS Annual Performance Plan and Report as well as the Annual Report to Congress referred to above. ACL also uses the data to respond to inquiries from stakeholders, the public, the press as well as program and policy decision makers. The performance measures from the SPR are: Outcomes: 1.1, 2.10, 3.1, 3.3, 3.5, 3.6; Outputs: C, D, E, F, G, H, AB, L, M, N, O, I, J, K (<https://acl.gov/about-acl/budget>).

Information from the most recent SPR is available on-line on the Aging, Independence, and Disability (AGID) Program Data Portal (<https://agid.acl.gov/>). Results are available annually.

3. Use of Improved Information Technology and Burden Reduction

- States are required to submit data electronically via a secure on-line internet based secured server.

4. Efforts to Identify Duplication and Use of Similar Information

- No other sources collect this or similar information.

5. Impact on Small Businesses or Other Small Entities

- Reporting is performed by State Units on Aging. No small businesses will be involved in this collection.

6. Consequences of Collecting the Information Less Frequent Collection

- The Older Americans Act contains provisions for annual reporting. If the reports were made less frequently, ACL would not fulfill its legislated reporting responsibilities.

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

- None of the listed circumstances applies to this submission.

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

- A 60-day Federal Register Notice was published in the *Federal Register* on February 25, 2021, Vol. 86, No. 36, pp. 11541-11542. There were no public comments received during the 60-day FRN comment period.
- The 30-day Federal Register notice was published in the *Federal Register* on May 21, 2021, Vol. 86 No. 97, pp. 27625-27626.

9. Explanation of any Payment/Gift to Respondents

- Not applicable.

10. Assurance of Confidentiality Provided to Respondents

- There are no assurances of confidentiality. Individuals are not identified in the report and aggregate data are being collected.
- ACL has conducted a Privacy Impact Assessment (PIA), which shows that individuals are not identified in SPR (State Performance Report) data collection. Individual level/person level data is not collected, therefore PII (Personally Identifiable Information) is not applicable. SPR reporting contains only aggregate level data collection.

11. Justification for Sensitive Questions

- No information of a sensitive nature is being asked or collected.

12. Estimates of Annualized Burden Hours (Total Hours & Wages)

- The information below shows the estimated annualized burden hours and costs for states to enter their data.

12A. Estimated Annualized Burden Hours

The burden hours are based on the number of grantees (50 States, five Territories (American Samoa, Guam, Puerto Rico, Commonwealth of the Northern Mariana Islands, and Virgin Islands), and Washington, D.C.), at an estimated average time of 33.5 hours per year for 1,876 hours.

12A. Estimated Annualized Burden Hours

Type of Respondent	Form Name	No. of Respondents	No. of Responses per Respondent	Average Burden per Response (in hours)	Total Burden Hours
States	State Performance Report	56	1	33.5	1,876

12B. Costs to Respondents

Type of Respondent	Total Burden Hours	Hourly Wage Rate	Total Respondent Cost
State Units on Aging staff	1,876	\$37.17 per hour ¹	\$69,731

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

- There should not be any additional costs to the projects beyond those already identified in Item 12 above.

14. Annualized Cost to Federal Government

- The estimated annualized cost to the Federal Government is \$828,912.
- Base hourly rate for GS-Grades 12 & 13:

Staff Hours/Costs

GS-13 200 hrs. X \$43.15 per hour ²	\$ 8,630
GS-12 200 hrs. X \$36.29 per hour ³	\$ 7,258
	\$15,888

¹ The Hourly Wage Rate of \$37.17 per hour derived from the Bureau of Labor Statistics 2020 National Industry-Specific Occupational Employment and Wage Estimates, mean hourly wage of the Business and Financial Operations Occupations, occupation code 13-000. Link: https://www.bls.gov/oes/current/naics4_551100.htm#13-0000

² Hourly wage rate GS-13 \$43.15 plus 100% overhead and benefits from the 2021 OPM Salary and Wages https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2021/GS_h.pdf

³ Hourly wage rate GS-12 \$36.29 plus 100% overhead and benefits from the 2021 OPM Salary and Wages https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2021/GS_h.pdf

Contract for database	\$813,024
Total Cost to Federal Government	\$828,912

15. Explanation for Program Changes or Adjustments

- This is a new OMB control number request, there is a program change increase of 1,876 annual burden hours.

16. Plans for Tabulation and Publication and Project Time Schedule

- Results from State Performance Report are uploaded to the Aging, Independence, and Disability (AGID) Program Data Portal available on-line at <https://agid.acl.gov/>.

17. OMB Expiration Date

- We will display the expiration date.

18. Exceptions to Certification for Paperwork Reduction Act Submissions

- There are no exceptions to this request for certification.

B. Collection of Information Employing Statistical Methods.

- Not applicable.