

OJJDP's NTTAC 2021 OMB Package Submission

OJJDP's NTTAC is pleased to submit the FY 2021 OMB package to OJJDP for review and approval. The purpose of this OMB package is to renew required approvals so that OJJDP's NTTAC can receive Generic Clearance for any future information collection activities. Prior OMB approval for existing evaluation efforts expired on 8/31/2020; reinstatement of a Generic Clearance will ensure necessary approvals are in place in the event OJJDP wishes to collect evaluation-related data from currently funded TTA providers, participants of OJJDP's NTTAC supported events, or professionals in the field. With a Generic Clearance, OJJDP's NTTAC will also be able to submit packages for Fast Track clearance (approval within two months) for special projects, such as the Combating Hate Crimes Initiative.

This OMB package includes the following items:

- **OMB Form 83-I:** Demonstrates the level of burden and cost of conducting OJJDP's NTTAC evaluation efforts. **This form requires the OJJDP's NTTAC COR and OJJDP Administrator to sign and date.**
- **Supporting Statement:** Provides detailed information on each instrument and outlines methods for estimating the cost and burden of the evaluation.
- **60-Day Federal Register Notice:** Outlines information in the OMB package to be posted to the Federal Register 60 days in advance of approval of the package for public comment.
- **30-Day Federal Register Notice:** Outlines information in the OMB package (similar to the 60-day Federal Register Notice) to be posted to the Federal Register 30 days in advance of approval of the package for public comment.
- **Certification:** Certifies to OMB that rules and regulations as outlined by OMB have been obligated in the package being submitted. **This form requires the OJJDP's NTTAC COR to sign and date.**
- **Justification Memo:** Outlines the documents included in the OMB package and provides OMB with the OJJDP's NTTAC COR's contact information for questions/comments.
- **Legislative Authority:** Provides the legislative authority that demonstrates why OJJDP's NTTAC exists and its purposes.
- **Evaluation Instruments:** Provides OMB with the evaluation forms OJJDP's NTTAC plans on using for evaluation for OMB to review burden estimates.

Changes made to the FY 2021 OMB package compared to the FY 2017 package (approved 8/17/2017) include:

- (1) The number of evaluation instruments has been condensed from 13 forms to 7 forms; 2 of the 7 forms (Field Evaluation and TTA Services Feedback form) are new.
- (2) The estimated total burden hours for the forms has decreased from 545 hours in 2017 to 520.5 hours in 2021.
- (3) The annualized cost of the package has decreased from \$22,348 in 2017 to \$17,962 in 2021.

As was discussed during the OJJDP Program Managers listening session, OJJDP's NTTAC can support OJJDP's priorities by evaluating OJJDP's NTTAC services, assessing the needs of the field through information collection, and summarizing key trends and takeaways. OJJDP benefits by having a partner ready to assist with information collection activities, with OMB approvals already in place. This ensures timely action, quality services, and reduced public data collection burdens.