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Office of Information and Regulatory Affairs (OIRA)  
Office of Management and Budget (OMB)

**From:** Megan Reid  
Office of Planning, Research, and Evaluation (OPRE)  
Administration for Children and Families (ACF)

**Date:** May 12, 2021

**Subject:** Nonsubstantive Change Request – Building Evidence on Employment Strategies for Low-Income Families (OMB #0970-0537)

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This memo requests approval of nonsubstantive changes to the approved information collection, Building Evidence on Employment Strategies for Low-Income Families (OMB #0970-0537).

### **Background**

OMB initially approved data collection instruments for the Building Evidence on Employment Strategies (BEES) study in November 2019. BEES will ultimately include separate studies of up to 21 programs (or “sites”) aimed at improving employment outcomes and economic security for low-income individuals and families. Since approval, BEES has begun formally planning evaluations with some programs while continuing recruitment of additional programs.

As described in the justification package for this study, approved instruments may be tailored to specific sites as they are recruited. This request is to tailor the version of the form that will be used for one individual BEES study (two total sites): Individual Placement and Support (IPS) in a Substance Use Disorder (SUD) Treatment and Recovery Provider Setting. The BEES Study Team plans to launch these two sites as part of the IPS SUD RCT study in early June 2021.

### **Overview of Requested Changes**

This request is to tailor the Attachment D: Baseline Information Form for Participants for the study-specific Baseline Information Form for IPS SUD (see Attachment D-1). This individual BEES study focuses on delivering employment services in an SUD setting. The IPS SUD study will evaluate IPS employment services in an SUD setting, specifically focusing on two SUD facilities offering treatment and recovery services to low-income and underserved populations in Tulsa, OK, and Toledo, OH.

Updates include the removal of questions in section K that do not apply to the population served by IPS SUD and renumbering of the remaining questions. These changes will not result in any changes in burden assumptions. The tailored Baseline Information Form document (Attachment D-1) included with this request.

### ***Time Sensitivities***

To prepare to launch the planned study for the two sites in early June 2021, we request a response by May 28, 2021.