

# **Child Support Annual Data Report (OCSE-157)**

**OMB Information Collection Request**

**0970 - 0177**

## **Supporting Statement**

### **Part A - Justification**

**January 2022**

Submitted By:  
Office of Child Support Enforcement  
Administration for Children and Families  
U.S. Department of Health and Human Services

## **SUPPORTING STATEMENT A – JUSTIFICATION**

### **1. Circumstances Making the Collection of Information Necessary**

As provided in title IV-D of the Social Security Act (the Act), agencies administering Child Support Enforcement (CSE) programs are required to maintain comprehensive child support collection and expenditure records and to have an adequate reporting system to provide OCSE with information upon request. OCSE maintains records of activities performed and reported by CSE programs for use in an annual report to Congress, as required by section 452 (a)(4), (5) & (10) and 469 of the Act. 42 U.S.C. §§ 652(a)(4), (5) & (10) and 669.

The federal Office of Child Support Enforcement (OCSE) oversees the administration of CSE programs in 54 states and territories. OCSE sets CSE program standards and policy, evaluates states' performance in conducting CSE programs, offers technical assistance and training to the states, and conducts audits of state program activities. Information submitted to OCSE from the states through the Child Support Annual Data Report, known as the OCSE-157, is used by OCSE to perform its duties and to assist states with their CSE performance requirements.

### **2. Purpose and Use of the Information Collection**

The purpose of the information collected from the OCSE-157 is to meet the requirements described above and to provide OCSE with information needed to:

- Prepare the Annual Report to Congress
- Determine performance indicators for establishing the effectiveness and efficiency of state child support programs
- Respond to congressional and public inquiries
- Calculate budget estimates and impact statements of proposed legislation
- Evaluate areas where technical assistance may be required by a state
- Direct federal auditors to areas where efforts should be concentrated during compliance audits
- Use performance indicators to assess state program performance for audit penalty purposes
- Compute individual state incentive payments

### **3. Use of Improved Information Technology and Burden Reduction**

The Administration for Children and Families developed the Online Data Collection (OLDC) system to allow states to submit their OCSE-157 report electronically through the Health and Human Services website. States are encouraged to use this online system since it is the quickest way to submit information to OCSE.

**4. Efforts to Identify Duplication and Use of Similar Information**

The information OCSE collects from OCSE-157 is unique to OCSE, there are no other sources of the information.

**5. Impact on Small Businesses or Other Small Entities**

There is no impact on small businesses or other small entities.

**6. Consequences of Collecting the Information Less Frequently**

Failure to collect the OCSE-157 information, or doing so less frequently, will negatively impact OCSE’s ability to oversee the administration of 54 state CSE programs and will result in OCSE violating statutory and programmatic requirements.

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

There are no special circumstances.

**8. Comments in Response to the Federal Register Notice and Efforts to Consult Outside the Agency**

In accordance with the Paperwork Reduction Act of 1995 (Pub. L. 104-13) and Office of Management and Budget (OMB) regulations at 5 CFR Part 1320 (60 FR 44978, August 29, 1995), ACF published a notice in the Federal Register at 86 FR 57433 on October 15, 2021. The notice announced OCSE’s intention to seek OMB approval of the revised collection of information and to provide 60 days for the public to submit written comments about this information collection activity. OCSE received three comments, which are attached. The Program Team Workgroup considered comments from Florida, South Dakota, and Virginia. Both Florida and South Dakota recommended a change to the instructions, which resulted in a minor change. Virginia submitted a comment that included information about their burden hours and comments related to the need for the state to update their systems (technological suggestions for transfer of data, the age of their systems, and the need for modernization of their systems). The workgroup considered the comments, but no changes were made. See Attachment A for an overview of comments and OCSE responses.

**9. Explanation of Any Payment or Gift to Respondents**

No payments or gifts were made to respondents.

## 10. Assurance of Confidentiality Provided to Respondents

OCSE does not collect confidential information on OCSE-157.

## 11. Justification for Sensitive Questions

OCSE does not ask sensitive questions on OCSE-157.

## 12. Estimates of Annualized Burden Hours and Costs

The burden on all state agencies is estimated at 378 hours per year calculated as follows:

Information Collection Title	Total Number of Annual Respondents	Total Number of Annual Responses Per Respondent	Average Annual Burden Hours Per Response	Total Annual Burden Hours	Average Hourly Wage	Total Annual Cost
OCSE - 157	54	1	7	378	\$46.56	\$17,600
<b>Total Estimated Annual Burden:</b>				<b>378</b>		<b>\$17,600</b>

OCSE calculated the cost to respondents using the Bureau of Labor Statistics (BLS) job code 21-1021 and wage data from May 2020, which is \$23.28 per hour. To account for fringe benefits and overhead, the rate was multiplied by two, which is \$46.56. The estimate of the annualized cost to respondents for the burden hour is \$46.56 times 378 hours, or \$17,600. [https://www.bls.gov/oes/current/oes\\_stru.htm](https://www.bls.gov/oes/current/oes_stru.htm)

## 13. Estimates of Other Total Annual Cost Burden to Respondents and Record Keepers

There are no other total annual cost burdens to respondents and record keepers.

## 14. Annualized Cost to the Federal Government

Approximate annualized cost to the government includes 1,040 federal staff hours for analysis and publication of results at the hourly rate of approximately \$46.56 per hour. Total estimated cost is \$48,422 (1,040 X \$46.56).

## 15. Explanation for Program Changes or Adjustments

OCSE made minor revisions to the instructions to enhance clarity and minimize the possibility of inaccurate reporting by states. Revisions to the instructions do not require an adjustment to the burden.

**16. Plans for Tabulation and Publication and Project Time Schedule**

OCSE will publish aggregate information at the end of each fiscal year in an annual report to Congress and in various agency publications that highlight child support information.

**17. Reason(s) Display of OMB Expiration Date is Inappropriate**

OCSE-157 will display the OMB expiration date.

**18. Exceptions to Certification for Paperwork Reduction Act Submissions**

There are no exceptions to the certification for submission.