

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

**From:** Anastasia Brown   
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Office of Refugee Resettlement (ORR)  
Administration for Children and Families (ACF)

**Date:** September 16, 2020

**Subject:** NonSubstantive Change Request – ORR Refugee Career Pathways Program  
Performance Data Form (OMB #0970-0490)

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This memo requests approval of nonsubstantive changes to the approved generic information collection (GenIC), ORR Refugee Career Pathways Program Performance Data Form, approved under the ACF Generic Performance Progress Report (OMB #0970-0490).

### ***Background***

The performance data form for the ORR Refugee Career Pathways program was most recently re-approved in 2019. The form is completed by program grantees semi-annually along with the standard Project Performance Report (OMB Approval Number 0970-0406) to allow ORR to monitor grantee progress and collect information required for ORR's annual report to Congress and other purposes. ORR revised required indicators on the form in anticipation of a new funding opportunity announcement and new program awards in FY 2021. Proposed changes are based on feedback from grantees and ORR analysis of the data to determine the types of data that are most useful in evaluating program performance and providing useful recommendations and technical assistance to grantees.

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

The revised form removes sub-categories regarding career activities and more clearly describes specific participant career activities to report. It also separates data on the number of participants creating career development plans from the number of newly enrolled participants, adds a category for total enrolled participants, and combines categories for new and recognized credentials. Finally, it adds indicators for training hours.