

**Attachment B: Ongoing Burden – Formative Data  
Collections for ACF Program Support  
(OMB #0970-0531)**

**July 2022**

Office of Planning, Research, and Evaluation  
Administration for Children and Families  
U.S. Department of Health and Human Services

Mary Switzer Building  
330 C St., SW  
Washington, D.C. 20201

## Previously Approved Information Collections

At the time of this extension request, 30 GenICs are ongoing, with a total of 13,652 burden hours.

### Ongoing

The following data collections are ongoing at the time of this submission. Detailed burden tables follow Table 1. Total Ongoing. Burden.

**Table 1. Total Ongoing Burden**

| Project  | # Respondents | Burden Hours |
|--|---------------|--------------|
| Healthy Marriage and Responsible Fatherhood Grantee Data Collection Plan Template (BUILD)  | 113           | 678          |
| Strengthening the Implementation of Responsible Fatherhood Programs (SIRF)   | 1,476         | 3,157        |
| Youth Empowerment Information, Data Collection, and Exploration on Avoidance of Sex (IDEAS) – Case Study of Parent Reflections   | 240           | 147          |
| Collection of Information for Local Evaluations as part of the Personal Responsibility Education Program (PREP): Promising Youth Programs (PYP) (PREP PYP Part 2 – Local Eval templates)                       | 60            | 750          |
| Tribal Maternal, Infant, and Early Childhood Home Visiting (TMIECHV) Grantee Technical Assistance (TA) Needs Assessment  | 38            | 38           |
| Human Trafficking Youth Prevention Education (HTYPE) Demonstration Grant Program Implementation Surveys  | 11,539        | 2,658        |
| Standard Evaluation Survey for the National Center for Early Childhood Development, Teaching, and Learning's (NCECDTL's) Training and Technical Assistance Offerings   | 4,500         | 195          |
| ACF Privacy and Confidentiality Toolkit Case Studies   | 99            | 41           |
| Next Generation of Enhanced Employment Strategies Project - MOMS Partnership   | 468           | 255          |
| Justification for the Collection of Information for Local Evaluations as part of the Personal Responsibility Education Program (PREP): Promising Youth Programs (PYP) - MARCH 2020 (PREIS and TPREP templates) | 42            | 420          |
| Rapid-Cycle Learning Plan Template for Community Services Block Grant (CSBG) Project Impact Grant Recipients   | 16            | 64           |

| Project  | # Respondents | Burden Hours |
|--|---------------|--------------|
| Sexual Risk Avoidance Education National Evaluation Program Components Impact Study: Proof of Concept Pilot Phase  | 396           | 336          |
| Usability Testing of Resources to Support the Identification and Care of Children with Prenatal Substance or Alcohol Exposure in the Child Welfare System                                      | 21            | 375          |
| OFA Training and Technical Assistance (TTA)  | 111           | 111          |
| Personal Responsibility Education Program (PREP) Local Evaluation Support  | 24            | 80           |
| Information to Inform the Office of Child Care about Implementation of Child Care American Rescue Plan Act (ARPA) Funds  | 52            | 156          |
| Information to Inform the Office of Child Care about Implementation of Child Care American Rescue Plan Act (ARPA) Funds for Tribal Lead Agencies – Exploration Stage                           | 265           | 265          |
| Information to Inform the Office of Child Care about Implementation of Child Care American Rescue Plan Act (ARPA) Funds for Tribal Lead Agencies in the Initial and Full Implementation Stages | 265           | 265          |
| Information to Inform the Office of Child Care about Implementation of Child Care American Rescue Plan Act (ARPA) Funds for Tribal Lead Agencies in the Developing Stage                       | 265           | 265          |
| Strengthening the Implementation of Marriage and Relationship Programs (SIMR)  | 720           | 1895         |
| Administration for Children and Families External Speaker Request Form   | 60            | 30           |
| Data Collection to Inform a Curriculum Adaptation for the Personal Responsibility Education Program (PREP): Promising Youth Programs (PYP) Project   | 120           | 120          |
| Operation Allies Welcome (OAW) Resettlement State Refugee Coordinator (SRC) Monthly Report   | 25            | 600          |
| Tribal Early Learning Initiative (TELI) Statement of Interest  | 45            | 90           |
| Pandemic Emergency Assistance Fund (PEAF) Recipients Feedback Survey   | 135           | 101          |

| Project  | # Respondents | Burden Hours |
|--|---------------|--------------|
| Family Economic Mobility (FEM) Training and Technical Assistance Feedback  | 50            | 59           |
| Multi-Site Study of State-Tribal Collaboration in Home Visiting  | 42            | 63           |
| Tribal Home Visiting Continuous Quality Improvement Collaboratives   | 23            | 138          |
| HMRF Grantee Site Visits and Community Group Listening Sessions to Support Race Equity for Fatherhood, Relationship, and Marriage Programs to Empower Black Families (REFRAME) | 168           | 277          |
| Services for Survivors of Torture Medical Care Survey  | 35            | 23           |
| <b>Totals:</b>   | 21,413        | 13,652       |

#### **Healthy Marriage and Responsible Fatherhood Grantee Data Collection Plan Template (BUILD)**

| Instrument                    | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Total Burden Hours | Annual Burden Hours |
|-------------------------------|--------------------|---------------------------------|--------------------------|--------------------|---------------------|
| Data collection plan template | 113                | 3                               | 6                        | 2,034              | 678                 |

#### **Strengthening the Implementation of Responsible Fatherhood Programs (SIRF)**

| Instrument  | Respondent                               | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|---|--|--------------------|---------------------------------|--------------------------|--------------|
| Instrument #1: SIRF Observation   | Learning Cycle Manager and Program Staff | 69                 | 55                              | .6                       | 2,277        |
| Instrument #2: SIRF End of Learning Cycle Site Reflections                | Program Staff                            | 60                 | 4                               | 0.25                     | 60           |
| Instrument #3: SIRF Reflections   | Fathers                                  | 774                | 2                               | 0.25                     | 387          |
| Instrument #4: SIRF Staff Semi-Structured Discussion Topics               | Program Staff                            | 60                 | 1                               | 1                        | 60           |
| Instrument #5: SIRF Program Participant Semi-Structured Discussion Topics | Fathers                                  | 100                | 1                               | 1                        | 100          |
| Instrument #6: Non-   | Fathers                                  | 400                | 1                               | 0.25                     | 100          |

|   |               |              |       |             |              |
|---|---------------|--------------|-------|-------------|--------------|
| Grantee Use of nFORM's Applicant Characteristics Survey             |               |              |       |             |              |
| Instrument #7: Non-Grantee Use of nFORM - Staff Data Entry          | Program Staff | 3            | 1,334 | 0.04        | 160          |
| Instrument #8: Non-Grantee Use of nFORM's Program Operations Survey | Program staff | 10           | 4     | .32         | 13           |
| <b>Totals</b>   |               | <b>1,476</b> |       | <b>3.71</b> | <b>3,157</b> |

**Youth Empowerment Information, Data Collection, and Exploration on Avoidance of Sex (IDEAS) - Case Study of Parent Reflections**

| Instrument                 | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|----------------------------|--------------------|---------------------------------|--------------------------|--------------|
| 1. Parent Screener Script  | 150                | 1                               | .08                      | 12           |
| 2. Parent Discussion Guide | 90                 | 1                               | 1.5                      | 135          |
| <b>Totals</b>              |                    | <b>240</b>                      |                          | <b>147</b>   |

**Collection of Information for Local Evaluations as part of the Personal Responsibility Education Program (PREP): Promising Youth Programs (PYP) (PREP PYP Part 2 - Local Eval templates)**

| Instrument                        | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Total Burden Hours | Annual Burden Hours |            |
|-----------------------------------|--------------------|---------------------------------|--------------------------|--------------------|---------------------|------------|
| Impact final report template      | 36                 | 1                               | 25                       | 900                | 450                 |            |
| Descriptive final report template | 24                 | 1                               | 25                       | 600                | 300                 |            |
| <b>Totals:</b>                    |                    | <b>60</b>                       | <b>1</b>                 | <b>25</b>          | <b>1,500</b>        | <b>750</b> |

**Tribal Maternal, Infant, and Early Childhood Home Visiting (TMIECHV) Grantee Technical Assistance (TA) Needs Assessment**

| Instrument  | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Total Burden Hours | Annual Burden Hours |
|---|--------------------|---------------------------------|--------------------------|--------------------|---------------------|
| Self-Reflection Survey Tool (Individual Response) | 18                 | 3                               | 1                        | 54                 | 18                  |
| Self-Reflection Survey Tool (Team Response)       | 20 (5x4)           | 3                               | 1                        | 60                 | 20                  |
| <b>Totals:</b>                                    |                    | <b>38</b>                       | <b>3</b>                 | <b>114</b>         | <b>38</b>           |

**Human Trafficking Youth Prevention Education (HTYPE) Demonstration Grant Program  
Implementation Surveys**

| Instrument  | Total Number of Respondents Contributing for 8 Grantees | Annual Number of Respondents | Number of Responses Per Respondent | Average Burden Hours Per Response | Annual Burden Hours |
|---|---|------------------------------|------------------------------------|-----------------------------------|---------------------|
| HTYPE for Educators and Other Staff Pre- and Post-Implementation Survey ( <i>Instrument 1</i> ) | 16,060  | 4,015                        | 1                                  | .20                               | 803                 |
| HTYPE for Students Pre- and Post-Implementation Survey ( <i>Instruments 2, 3</i> )              | 29,462  | 7,365                        | 1                                  | .25                               | 1,841.25            |
| HTYPE Training of Trainers (ToT) Post-Implementation Survey ( <i>Instrument 4</i> )             | 638   | 159                          | 1                                  | .0835                             | 13.28               |
| Totals:   |   | 11,539                       | 1                                  | Avg .2303<br>01                   | 2,657.53            |

**Standard Evaluation Survey for the National Center for Early Childhood Development, Teaching, and Learning's (NCECDL's) Training and Technical Assistance Offerings**

| Instrument                 | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Total Burden Hours | Annual Burden Hours |
|----------------------------|--------------------|---------------------------------|--------------------------|--------------------|---------------------|
| Standard Evaluation Survey | 4,500              | 1                               | 0.13                     | 585                | 195                 |

**ACF Privacy and Confidentiality Toolkit Case Studies**

| Instrument                                       | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Total Burden Hours | Annual Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------------|---------------------|
| Instrument 1 - Questionnaire to help select orgs | 27                 | 1                               | .5                       | 13.5               | 5                   |
| Instrument 2 - Semi-Structured Interviews        | 72                 | 1                               | 1.5                      | 108                | 36                  |
| Totals:  | 99                 | 1                               | Avg: 1.2424              |                    | 41                  |

**Next Generation of Enhanced Employment Strategies Project - MOMS Partnership**

| Instrument      | Respondent               | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Total Burden Hours |
|-----------------|--------------------------|--------------------|---------------------------------|--------------------------|--------------------|
| Survey (A)      | Orientation attendees    | 80                 | 1                               | 0.083                    | 7                  |
| Focus group (B) | Orientation facilitators | 8                  | 4                               | 1.000                    | 32                 |

|                 |                                       |     |   |       |     |
|-----------------|---------------------------------------|-----|---|-------|-----|
| Survey (C)      | Stress Management Course attendees    | 80  | 2 | 0.083 | 13  |
| Focus group (D) | Stress Management Course facilitators | 8   | 4 | 1.000 | 32  |
| Survey (E)      | MOMS Moving Forward attendees         | 80  | 2 | 0.083 | 13  |
| Focus group (F) | MOMS Moving Forward coaches           | 8   | 4 | 1.000 | 32  |
| Survey (G)      | Staff at referral agencies            | 60  | 4 | 0.083 |     |
| Survey (H)      | Attendees at recruitment events       | 120 | 1 | 0.083 | 10  |
| Focus group (I) | Staff at referral agencies            | 16  | 4 | 1.000 | 64  |
| Focus group (J) | Intake specialists                    | 8   | 4 | 1.000 | 32  |
| Totals:         |                                       | 468 |   |       | 255 |

***Justification for the Collection of Information for Local Evaluations as part of the Personal Responsibility Education Program (PREP): Promising Youth Programs (PYP) - MARCH 2020 (PREIS and TPREP templates)***

| Instrument   | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| Impact analysis plan template                                  | 13                 | 3                               | 5                        | 195          |
| Descriptive analysis plan template                             | 8                  | 3                               | 5                        | 120          |
| Lessons learned and promising practices template - PREIS       | 13                 | 1                               | 5                        | 65           |
| Lessons learned and promising practices template - Tribal PREP | 8                  | 1                               | 5                        | 40           |
| Totals:  | 42                 | 2                               | 5                        | 420          |

***Rapid-Cycle Learning Plan Template for Community Services Block Grant (CSBG) Project Impact Grant Recipients***

| Instrument                                       | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| Instrument 1: Rapid-Cycle Learning Plan Template | 16                 | 3                               | 1.33                     | 64           |

**Sexual Risk Avoidance Education National Evaluation Program Components Impact Study: Proof of Concept Pilot Phase**

| Instrument                                     | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| Instrument 1. Facilitator Pre-Training Survey  | 36                 | 1                               | 0.167                    | 6            |
| Instrument 2. Facilitator Post-Training Survey | 36                 | 1                               | 0.167                    | 6            |
| Instrument 3. Facilitator Interview Guide      | 36                 | 2                               | 0.75                     | 54           |
| Instrument 4. Youth Focus Group Protocol       | 360                | 1                               | 0.75                     | 270          |
| <b>Estimated annual burden total</b>           |                    |                                 |                          | <b>336</b>   |

**Usability Testing of Resources to Support the Identification and Care of Children with Prenatal Substance or Alcohol Exposure in the Child Welfare System**

| Instrument   | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| Usability Testing Interview Protocol - Individual administration | 9                  | 1                               | 5                        | 45           |
| Usability Testing Interview Protocol - Group administration      | 12                 | 1                               | 27.5                     | 330          |
| <b>Total</b>   |                    |                                 |                          | <b>375</b>   |

**OFA Training and Technical Assistance (TTA)**

| Instrument       | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|------------------|--------------------|---------------------------------|--------------------------|--------------|
| FastTRAC Updates | 111                | 6                               | 10 min (0.167 hrs)       | 111          |

**Personal Responsibility Education Program (PREP) Local Evaluation Support**

| Instrument                         | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Total Burden Hours | Annual Burden Hours |
|------------------------------------|--------------------|---------------------------------|--------------------------|--------------------|---------------------|
| PREIS Evaluation Plan Template     | 12                 | 1                               | 12                       | 144                | 48                  |
| PREIS Implementation Plan Template | 12                 | 1                               | 8                        | 96                 | 32                  |
| <b>Totals</b>                      |                    |                                 |                          | <b>240</b>         | <b>80</b>           |



**Information to Inform the Office of Child Care about Implementation of Child Care American Rescue Plan Act (ARPA) Funds**

| Instrument   | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| Child Care Stabilization Grants: Interviewer Guide | 52                 | 6                               | .17                      | 53           |
| Child Care Supplemental Funds: Interviewer Guide   | 52                 | 6                               | .33                      | 103          |
|  | 52                 |                                 |                          | 156          |

**Information to Inform the Office of Child Care about Implementation of Child Care American Rescue Plan Act (ARPA) Funds for Tribal Lead Agencies – Exploration Stage**

| Instrument   | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| TCBC ARP Act Stabilization Grants TA Exploring Guide | 265                | 1                               | 1                        | 265          |

**Information to Inform the Office of Child Care about Implementation of Child Care American Rescue Plan Act (ARPA) Funds for Tribal Lead Agencies in the Developing Stage**

| Instrument  | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|---|--------------------|---------------------------------|--------------------------|--------------|
| TCBC ARP Act Stabilization Grants TA Developing Guide | 265                | 1                               | 1                        | 265          |

**Information to Inform the Office of Child Care about Implementation of Child Care American Rescue Plan Act (ARPA) Funds for Tribal Lead Agencies in the Initial and Full Implementation Stages**

| Instrument   | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| TCBC ARP Act Stabilization Grants TA Implementing Guide (Attachment A) | 265                | 1                               | 1                        | 265          |

**Strengthening the Implementation of Marriage and Relationship Programs (SIMR)**

| Instrument                       | Respondent                                 | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|----------------------------------|--|--------------------|---------------------------------|--------------------------|--------------|
| SIMR staff survey                | Frontline staff                            | 60                 | 52                              | 0.17                     | 530          |
| SIMR participant focus groups    | Program participants                       | 560                | 1                               | 1.5                      | 840          |
| SIMR staff interview topic guide | Program leaders, managers, and supervisors | 40                 | 7                               | 0.75                     | 210          |
|                                  | Frontline staff                            | 60                 | 7                               | 0.75                     | 315          |
| <b>Estimated burden total</b>    |  |                    |                                 |                          | <b>1,895</b> |

**Administration for Children and Families External Speaker Request Form**

| Instrument  | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|---|--------------------|---------------------------------|--------------------------|--------------|
| Form requesting participation of ACF leadership or subject matter experts at external event | 60                 | 1                               | .5                       | 30           |

**Data Collection to Inform a Curriculum Adaptation for the Personal Responsibility Education Program (PREP): Promising Youth Programs (PYP) Project**

| Instrument   | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| Instrument 1: Fidelity logs                          | 24                 | 2                               | .17                      | 8            |
| Instrument 2: Facilitator interviews                 | 16                 | 1                               | 1                        | 16           |
| Instrument 3: Post-intervention focus groups (youth) | 96                 | 1                               | 1                        | 96           |
| Total  |                    |                                 |                          | 120          |

**Operation Allies Welcome (OAW) Resettlement State Refugee Coordinator (SRC) Monthly Report**

| Instrument                          | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Total Burden Hours | Annual Burden Hours <sup>1</sup> |
|-------------------------------------|--------------------|---------------------------------|--------------------------|--------------------|----------------------------------|
| OAW Resettlement SRC Monthly Report | 25                 | 18                              | 2                        | 900                | 600                              |

**Tribal Early Learning Initiative (TELI) Statement of Interest**

| Instrument                             | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|--|--------------------|---------------------------------|--------------------------|--------------|
| TELI Statement of Interest             | 30                 | 1                               | 2                        | 60           |
| Tribal Leadership Statement of Support | 15                 | 1                               | 2                        | 30           |
| Totals:                                | 45                 | 1                               | 2                        | 90           |

**Pandemic Emergency Assistance Fund (PEAF) Recipients Feedback Survey**

| Instrument  | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|---|--------------------|---------------------------------|--------------------------|--------------|
| Pandemic Emergency Assistance Fund (PEAF) Recipients Feedback Interview | 135                | 1                               | .75                      | 101          |

**Family Economic Mobility (FEM) Training and Technical Assistance Feedback**

| Instrument                              | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|---|--------------------|---------------------------------|--------------------------|--------------|
| Pre-FEM Academy Participation Feedback  | 50                 | 1                               | .17                      | 8.5          |
| Post-FEM Academy Participation Feedback | 50                 | 3                               | .33                      | 16.5         |
| Short-Term Outcome Interview Form       | 50                 | 6                               | .67                      | 33.5         |
| <b>Total Burden and Costs</b>           |                    |                                 |                          | <b>58.5</b>  |

**Multi-Site Study of State-Tribal Collaboration in Home Visiting**

| Instrument                       | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|----------------------------------|--------------------|---------------------------------|--------------------------|--------------|
| INSTRUMENT A: Interview protocol | 42                 | 1                               | 1.5                      | 63           |

**Tribal Home Visiting Continuous Quality Improvement Collaboratives**

| Instrument                                    | No. of Respondents | No. of Responses per Respondent | Avg. Burden per Response | Burden Hours |
|---|--------------------|---------------------------------|--------------------------|--------------|
| Instrument 1: Plan-Do-Study-Act Planning Tool | 23                 | 6                               | 1                        | 138          |

<sup>1</sup> Reflects 12 months of submissions.

***HMRF Grantee Site Visits and Community Group Listening Sessions to Support Race Equity for Fatherhood, Relationship, and Marriage Programs to Empower Black Families (REFRAME)***

| <b>Instrument</b>   | <b>No. of Respondents</b> | <b>No. of Responses per Respondent</b> | <b>Avg. Burden per Response</b> | <b>Burden Hours</b> |
|---|---------------------------|--|---------------------------------|---------------------|
| Instrument 1. Discussion Guide for REFRAME: HMRF Program Leadership Focus Groups          | 35                        | 1                                      | 1.5                             | 53                  |
| Instrument 2. Discussion Guide for REFRAME: HMRF Program Client-Facing Staff Focus Groups | 35                        | 1                                      | 1.5                             | 53                  |
| Instrument 3. Discussion Guide for HMRF Client Focus Group                                | 50                        | 1                                      | 1.5                             | 75                  |
| Instrument 4. Discussion Guide for REFRAME Community Listening Sessions                   | 48                        | 1                                      | 2                               | 96                  |
| Totals  | 168                       |  |                                 | 277                 |

***Services for Survivors of Torture Medical Care Survey***

| <b>Instrument</b>        | <b>No. of Respondents</b> | <b>No. of Responses per Respondent</b> | <b>Avg. Burden per Response</b> | <b>Burden Hours</b> |
|--------------------------|---------------------------|--|---------------------------------|---------------------|
| Medical Needs Assessment | 35                        | 1                                      | .667                            | 23                  |