

To: Jamie Wilson
Office of Information and Regulatory Affairs (OIRA)
Office of Management and Budget (OMB)

From: Meryl Barofsky
Office of Child Care
Administration for Children and Families (ACF)

Date: October 17, 2022

Subject: NonSubstantive Change Request – Child Care and Development Fund for Tribes for FFY 2023-2025 (OMB #0970-0198)

This memo requests approval of nonsubstantive changes to the approved information collection, Child Care and Development Fund for Tribes for FFY 2023-2025 (OMB #0970-0198).

Background

In April 2022 OMB approved a revision of a currently approved information collection request for the Office of Child Care (OCC). Since OMB approval, OCC developed a submission site for the requested information. During the programing and user testing, there were several small changes that were identified, such as updated skip patterns, clarification of language, and simplification of questions. This request represents those changes.

Overview of Requested Changes

In developing the submission site, OCC identified several areas for clarification:

- Correcting and adding skip pattern text
- Clarifying instructions
- Clarifying header language
- Correcting inaccurate language
- Updating response options, including changing tables to text response for clarification

One question (2.3.1) required text revisions to clarify what was being asked. Upon review of the question, OCC determined that the question as originally written, would create confusion for the respondent. The revisions included in this submission clarify what is needed and will reduce burden for the respondent.

Time Sensitivities

Tribal CCDF Lead Agencies need to submit their responses by January 31, 2023. OCC would like to provide updated information to agencies as soon as possible, though.