

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

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

**Date:** October 19, 2022

**Subject:** Change Request – ORR Refugee Family Child Care Microenterprise Program  
Performance Data Form (OMB #0970-0490)

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

### ***Background***

The ORR Refugee Family Child Care Microenterprise program (RFCCMED) performance data collection form was most recently re-approved in FY 2020. The form is completed by program grantees semi-annually along with the standard ACF Performance Progress 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.

This request revises required indicators to add collection of information on gender of enrolled participants. Proposed changes are in response to agency-wide focus on equity and an effort to standardize information collected by ORR for performance reporting. Information collected on participant gender will inform ORR on the extent to which program services are available and accessible to all eligible participants and be used to inform program changes and provide support as required.

ORR had observed that programs often encountered difficulties with child care licensing requirements or other similar issues that could cause performance to fall significantly behind schedule. As a result, the two most recent RFCCMED Notices of Funding Opportunities (FY 2021 and 2022) changed the performance reporting requirement from semi-annual to quarterly. Increased reporting frequency allows ORR to more quickly become aware of such issues and work with recipients to make necessary adjustments.

Additionally, ORR issued 7 new RFCCMED awards in September 2022, which is in addition to the grantees that were already in place and reporting.

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

The revised form adds fields for funding recipients to report on gender breakdown for the following indicators: enrolled participants and participants establishing family child care businesses. No individual information is requested, all information is reported by grantees in the

aggregate.

To reflect new awards in September 2022, the total number of respondents has been increased to 15.

The request has also been updated to reflect that reporting is now quarterly rather than semi-annual.