

# **Request for approval under the clearance of the “Generic Performance Progress Report” OMB control Number: 0970-0490**

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**TITLE OF INFORMATION COLLECTION:** Community Collaborations to Strengthen and Preserve Families Semi Annual ACF Performance Progress Report and Racial Equity Supplement

**PURPOSE:** The Community Collaborations to Strengthen and Preserve Families grant supports the development, implementation, and evaluation of primary prevention strategies to improve the safety, stability, and well-being of families through a continuum of community-based services and supports. Grantees are charged to design and implement highly coordinated and comprehensive family support systems in traditionally underserved areas to mitigate the causes of family vulnerability by enhancing community protective factors and parental protective capacities in racially and culturally appropriate ways. The Children’s Bureau (CB) believes that communities can create environments and family supports to prevent initial occurrence of child maltreatment and avoid formal involvement with the child welfare system.

CB currently collects performance and progress data from grantees through semi annual progress reports (SAPRs), as approved under the Generic Performance Progress Report (ICR Ref. No. 201703-0970-007). Appendix B of the SAPR requests information on the programmatic and evaluation activities conducted by the grantee during the reporting period as well as activities planned for the next reporting period. The SAPR tailors the standard ACF Performance Progress Report Appendix B (0970-0406) to request information that is specific to the Community Collaborations to Strengthen and Preserve Families grantees. It also requests information about dissemination activities and implementation- or evaluation-related technical assistance needs. Grantees are also invited to attach any supporting documents to provide additional insight about their project work, such as Continuous Quality Improvement reports, evaluation reports, press releases, or updated implementation or evaluation plans.

Information from the report is used by CB to meet grants management requirements. The Building Capacity to Evaluate Child Welfare Community Collaborations to Strengthen and Preserve Families (CWCC) project – an effort led by the Office of Planning, Research, and Evaluation (OPRE) in its work to advance the evidence around collaborative approaches to preventing child abuse and neglect – will also use information from the SAPR in their cross-site evaluation (CWCC is collecting information for the evaluation, as approved under OMB #0970-0541). The CWCC team collaborated with CB on the development of the tailored SAPR to ensure information collected is not duplicated through the two efforts. For example, the CWCC is using the information reported by grantees to tailor interview protocols for the evaluation. Information from the SAPR may be included in publications that are released as part of that evaluation. Additional information is provided in the CWCC information collection request materials.

In May 2021, CB offered Community Collaborations to Strengthen and Preserve Families grantees supplemental funding to promote racial equity and inclusion in child welfare, particularly in underserved communities. The supplemental funding was provided in accordance with the principals addressed in President Biden’s Executive Order 13985 – Advancing Racial Equity and Support for Underserved Communities Through the Federal Government.

CB would like to gather additional performance and progress data from each grantee around a similar set of questions related to the implementation and outcomes from activities conducted through the supplemental funding. The collection of this additional information would be utilized to determine the success of current activities and potential funding opportunities for future related activities, future TA products and/or for planning content for future annual grantees meetings. Data would be collected in conjunction with the currently approved SAPRs. Reporting this additional information would be voluntary for current grantees. Experience with this initial data collection may inform required reporting for future grantees.

The race equity supplement supports the development and/or enhancement of Community Collaboration programs, activities, and services to address racial disparity and promote racial equity and inclusion in child welfare and family systems, especially in underserved communities. Efforts towards developing a shared understanding of the root causes of inequalities in child welfare systems; restructuring policies and practices to incorporate equity to address systemic racism; and institutionalizing program strategies and evaluation activities to support systemic equity advancement are in progress. Funds are used for purposes such as community assessment, training/education, data collection and analysis, and enhancing existing collaboratives with focus on increasing community engagement around equity and improved access.

**DESCRIPTION OF RESPONDENTS:** (e.g. states or type of non-profit)

Current CB grantees made up of state, county, and tribal governments and non-profits.

**CERTIFICATION:**

I certify the following to be true:

1. The collection is in compliance with HHS regulations.
2. The collection is non-controversial and does not raise issues of concern to other federal agencies.
3. Information gathered is meant primarily for program improvement and accountability.

Name and Title: Tracy Fields, Child Welfare Program Specialist

To assist OMB review of your request, please provide answers to the following question:

**PERSONALLY IDENTIFIABLE INFORMATION:**

1. Is personally identifiable information (PII) collected? [ ] Yes [X] No
2. If Yes, will any information that is collected be included in records that are subject to the Privacy Act of 1974? [ ] Yes [ ] No
3. If Yes, has an up-to-date System of Records Notice (SORN) been published? [ ] Yes [ ] No

**BURDEN HOURS**

CB estimates that the time to complete the SAPR is about 8 hours. There are no changes to that estimate. The estimated time to respond to the supplement is an additional 5 hours. Therefore, the total estimated time per response is 13 hours. Grantees report semi-annually.

<b>Category of Respondent</b>	<b>No. of Respondents</b>	<b>No. of Responses per Respondent per year</b>	<b>Burden per Response</b>	<b>Annual Burden</b>
State, Local, or Tribal Govt	5	2	13 hours	130 hours
Private Sector	8	2	13 hours	208 hours
<b>Totals</b>				<b>338</b>

**FEDERAL COST:** The estimated annual cost to the federal government is     \$1,200    

**TYPE OF COLLECTION:**

How will you collect the information? (Check all that apply)

Web-based

E-mail

Paper mail

Other, Explain – Grantees email the SAPR to the Federal Project Officer and upload it to Grant Solutions, an electronic data base for managing grant actions.

**Please make sure that all instruments, instructions, and scripts are submitted with the request.**