

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0970-0401)

TITLE OF INFORMATION COLLECTION: Feedback from Child Care and Early Education Policy Research Consortium (CCEEPRC) Members on the CCEEPRC 2023 Meeting and Related Activities

PURPOSE: We are seeking feedback on programming of the Child Care and Early Education Policy Research Consortium (CCEEPRC), including the 2023 Meeting and related activities. This request covers three related surveys to elicit feedback on the following: (1) The CCEEPRC 2023 Meeting; (2) The CCEEPRC Research Collaboratives; and (3) The Early Care and Education Research Scholars Grant Program.

The CCEEPRC consists of current and former grant recipients and contractors funded by Administration for Children and Families (ACF) to conduct and/or communicate research on topics related to child care and early education (CCEE) policy. OPRE promotes collaboration among Consortium members through regular communications, an online communication forum, an in-person meeting, and ongoing topically focused workgroups (“Research Collaboratives”).

1. The CCEEPRC 2023 Meeting brings together primarily CCEEPRC members, as well as invited researchers, program administrators and policymakers invested in building the knowledge base and strengthening bridges between research and policies related to child care and early education. We want to hear from attendees about their experience of the CCEEPRC 2023 Meeting, their reactions to session topics and structure, meeting materials, and their preferences for future meetings.
2. The CCEEPRC Research Collaboratives bring together Consortium members for topically focused conversations to help foster connections among members between in-person meetings. We want to hear from participants about their experience of the Research Collaboratives, their reactions to the focal topics, and their ideas for future topics.
3. The Early Care and Education Research Scholars Grant Program (ECE Research Scholars) is a key member group within the Consortium that has been ongoing for 25 years. We want to hear from ECE Research Scholar alumni about how the program impacted their careers.

The three questionnaires will provide a quick and convenient opportunity for CCEEPRC members and other invited CCEEPRC 2023 meeting participants, CCEEPRC Research Collaborative participants and ECE Research Scholars to contribute their feedback and reactions in order to shape future CCEEPRC meetings and related activities for Consortium members.

DESCRIPTION OF RESPONDENTS: Members of the Child Care and Early Education Policy Research Consortium (CCEEPRC) registered for the CCEEPRC 2023 Meeting, participants in the CCEEPRC Research Collaboratives, and ECE Research Scholars.

TYPE OF COLLECTION: (Check one)

- Customer Comment Card/Complaint Form
- Usability Testing (e.g., Website or Software)
- Focus Group

- Customer Satisfaction Survey**
- Small Discussion Group
- Other: _____

CERTIFICATION:

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Tracy Carter Clopet, Senior Social Science Research Analyst, Office of Planning, Research, and Evaluation, ACF

To assist review, 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

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? [] Yes [X] No

BURDEN HOURS

Information Collection	Category of Respondent	No. of Respondents	No. of Responses per Respondent	Estimated Time per Response	Burden Hours
CCEEPRC 2023 Feedback (questionnaire 1)	Individuals	150	1	10 minutes	25 hours
Research Collaboratives Feedback (questionnaire 2)	Individuals	60	1	5 minutes	5 hours
ECE Research Scholars Feedback (questionnaire 3)	Individuals	150	1	5 minutes	12.5 hours
Totals					42.5 hours

FEDERAL COST: The estimated annual cost to the Federal government is \$1000.00

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?

Yes No

If the answer is yes, please provide a description of both below (or attach the sampling plan)? If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

We will invite all CCEEPRC members who registered for the CCEEPRC 2023 meeting, those who signed up to participate in a Research Collaborative, and those who have received an ECE Research Scholars grant. Potential respondents will be invited to respond to the relevant questions based on activities they participated in (section 1: CCEEPRC 2023 Meeting; section 2: CCEEPRC Research Collaboratives; section 3: ECE Research Scholars Grant program).

1. At the CCEEPRC 2023 meeting, hard copies and a hyperlinked QR-code will be available on location for the CCEEPRC 2023 Meeting questionnaire. Following the meeting, an invitation to complete the questionnaire will be sent via email to meeting registrants. We estimate 260 CCEEPRC members to register for the CCEEPRC 2023 meeting and 150 participants to respond to the questions about the CCEEPRC 2023 meeting.
2. Tailored invitations will be sent via email to participants in the CCEEPRC Research Collaboratives to complete the CCEEPRC Research Collaborative questionnaire. Approximately 100 CCEEPRC members participated in one of the Research Collaboratives. We estimate 60 will respond to the questions about the CCEEPRC Research Collaboratives.
3. Tailored invitations will be sent via email to ECE Research Scholars to complete the questionnaire addressing those activities. Approximately 260 CCEEPRC members participated in the ECE Research Scholars Grant program. We estimate 150 will respond to the questions about the ECE Research Scholars Grant program.

Administration of the Instrument

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

Web-based or other forms of Social Media

Telephone

In-person

Mail

Other, Explain

2. Will interviewers or facilitators be used? Yes No