

**To:** Kelsi Feltz  
Office of Information and Regulatory Affairs (OIRA)  
Office of Management and Budget (OMB)

**From:** Vera J. Soto  
Office on Trafficking in Persons (OTIP)  
Administration for Children and Families (ACF)

**Date:** July 19, 2023

**Subject:** NonSubstantive Change Request – National Human Trafficking Hotline Performance Indicators (OMB #0970-0598)

---

This memo requests approval of nonsubstantive changes to the approved information collection, National Human Trafficking Hotline Performance Indicators (OMB #0970-0598).

### ***Background***

Section 107(b)(1)(B)(ii) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended at 22 U.S.C. § 7105(b)(1)(B)(ii), authorizes the Secretary of Health and Human Services to make a grant for a national communication system—the National Human Trafficking Hotline (NHTH)—to assist victims of severe forms of trafficking in persons in seeking help, receiving referrals, and reporting potential trafficking situations. The Office on Trafficking in Persons (OTIP) made an award in the form of a Cooperative Agreement to a single, competitively selected grant recipient to maintain and support operation of the NHTH throughout the United States and U.S. territories. The NHTH is a toll-free hotline that operates 24 hours a day, every day of the year.

National Human Trafficking Hotline Performance Indicators (OMB #0970-0598) is an active and approved collection of aggregate information about signalers (individuals who contact the NHTH) and from signalers regarding potential victims of a severe form of trafficking in persons and potential human trafficking situations. The information collected is reported on a monthly, semi-annual, and annual basis, and is necessary to support the monitoring of work done through the cooperative agreement, to ensure signalers receive the information and support requested, and to provide appropriate technical assistance (TA) to the grant recipient.

The grant recipient has been reporting performance data to OTIP since the collection was approved on 10/27/2022. Through submission of the first semi-annual performance report (summarizing the period 10/1/2022 - 3/31/2023), the grant recipient identified constraints related to their current data architecture that render a handful of data elements difficult to collect and report to OTIP. Accordingly, we are seeking to make nonsubstantive changes to National Human Trafficking Hotline Performance Indicators (OMB #0970-0598).

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

The nonsubstantive changes requested all apply to data elements on the Semi-Annual Performance Indicator Report. First, to clarify that data is organized at the “case-level” rather than the individual or “potential victim-level,” we are proposing to rename the ***Potential Victim***

*Referral, Report, and Outcome Data* section of the Semi-Annual Performance Report to the **Case Referral, Report, and Outcome Data** section. On those sections of the report, we would like to remove the following referral/report source categories:

- DVHT Program Grant Recipient
- TVAP Program Grant Recipient
- Other Service Provider
- Other Trafficking Service Provider

To the same sections of the report, we would like to add the following referral source category:

- NCMEC/CyberTipline.

#### Reasons for Removal of the Referral/Report Source Categories

The NHTH grant recipient maintains a National Human Trafficking Referral Directory, a comprehensive directory developed for the purpose of identifying individuals and organizations capable of providing access to critical emergency, transitional, and long-term social services for victims and survivors of human trafficking, for reporting cases of potential human trafficking to specialized law enforcement and government agencies, and for connecting individuals with training and technical assistance and opportunities to get involved in their communities. OTIP grant program providers are not required to be [participating organizations](#) in the National Human Trafficking Referral Directory. At this time, it is not feasible (or sustainable) for the grant recipient to maintain a directory of OTIP and other federally-funded grant programs, separate from the National Human Trafficking Referral Directory. It is therefore not possible for the NHTH grant recipient to collect on the number of referrals issued to DVHT and TVAP Program Grant Recipients. Regarding the “Other Trafficking Service Provider” and “Other Service Provider” referral/report source categories, these categories were intended to capture referrals/reports made to trafficking-specific service provider, as opposed to referrals/reports made to providers who supply other, non-trafficking specific services (e.g. services for those who have experienced intimate partner violence without consideration paid to whether there was a commercial element to the exploitation). The NHTH is not currently able to query its database to identify trafficking-specific from non-trafficking specific service providers, as these organizations are not currently “tagged” in that way.<sup>1</sup> So as to reduce manual burden on the grant recipient, we are proposing to remove these two referral/report source categories.

#### Reasons for Additional Referral/Report Source Category

We are seeking to add “NCMEC/CyberTipline” as a referral/report source category to monitor the intersection between the NHTH and other federally-funded hotline service providers and to monitor fulfillment of mandatory reporting requirements. Domestic Violence Hotline/Services, Runaway Safeline/Services, SAMHSA Helpline/Services, Sexual Assault Hotline/Services, and Suicide Prevention Lifeline/Services are all included as referral/report source category options

---

<sup>1</sup> All organizations seeking inclusion in the National Human Trafficking Referral Directory must meet certain eligibility and inclusion criteria. See: [NHTRC Referral Directory Info & App \(Light\) \(2\).pdf](#) ([humantraffickinghotline.org](http://humantraffickinghotline.org)).

under the approved, active collection. NCMEC/CyberTipline was inadvertently omitted.

***Time Sensitivities***

Proposed updates apply to data elements on the grant recipient's semi-annual performance report, which is due 30 days after the close of the reporting period fiscal year (10/30/2023). To ensure the grantee has time to implement the corresponding changes to data cleansing, aggregation, and reporting well in advance of the next reporting period, we ask for a response as soon as possible.