



HIV/AIDS Bureau
Rockville, MD 20857

DATE: July 31, 2023

TO: Dan Cline, OMB Desk Officer

FROM: Samantha Miller, HRSA Information Collection Clearance Officer

Request: The Health Resources and Services Administration (HRSA) requests approval for a change to the Ryan White HIV/AIDS Program (RWHAP) Expenditure Forms information collection request (ICR) number: 0915-0390 (expiration date 7/31/2026).

The proposed change is to add a form that was inadvertently left out of this most recent submission (the Part B X08 Supplemental Expenditures Report).

Purpose: The RWHAP Expenditure Forms allows HRSA to monitor and track the use of grant funds for compliance with program and grants policies and requirements under the statute. By statute, recipients submit financial reports annually to HRSA and the Expenditure Forms is one of HRSA's mechanisms to implement that requirement. The other is the Ryan White HIV/AIDS Program Allocation form, which is currently approved under 0915-0318. The Program Expenditure forms were previously approved under 0915-0318, but has been split into another package.

States and territories use RWHAP Part B X08 Supplemental Grant Program funding in conjunction with RWHAP Part B HIV Care Grant Program funding to develop and/or enhance access to a comprehensive continuum of high-quality care and treatment services for low-income individuals living with HIV. The data collected and reported on the Part B X08 Supplemental Expenditures Report will be used for two purposes: (1) to determine whether or not grant requirements were met and (2) to enable HRSA to monitor grant funds for compliance on the amounts allocated and spent on specific program components and service categories.

Changes: HRSA is requesting to add the Part B X08 Supplemental Allocations Report to the current previously approved ICR. The Part B X08 Supplemental Allocations Report was part of the previously approved ICR

through a change memo from May 2021. The Report remains unchanged from this version of the document. No changes to the form are needed.

Time Sensitivity: HRSA requests the form to be approved by the end of September, to allow time for the updated form need to be programmed into the Program Terms Report (PTR) web system (available via the HRSA Electronic Handbooks).

Burden: This request does not change the burden estimate for the Ryan White HIV/AIDS Program Allocation and Expenditure Forms as the missing form was included in the burden estimate provided in Supporting Statement A.