

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

**From:** Thom Campbell  
Office of Community Services (OCS)  
Administration for Children and Families (ACF)

**Date:** December 12, 2022

**Subject:** Change Request – Diaper Distribution Demonstration and Research Pilot Baseline Data Collection (OMB #0970-0531)

---

This memo requests approval of changes to the approved information collection, Diaper Distribution Demonstration and Research Pilot Baseline Data Collection, approved under the Formative Data Collections for ACF Program Support (OMB #0970-0531).

### ***Background***

The Diaper Distribution Demonstration and Research Pilot Baseline Data Collection was approved on December 1, 2022. OCS shared Instrument 1 – Beneficiary Enrollment Survey with grant recipients on December 7, 2022. The information collection has not begun yet, but OCS hopes it will begin as soon as possible.

Upon preparing to send Instrument 1 – Beneficiary Enrollment Survey out to grant recipients, OCS realized we would not know which grant recipient a beneficiary filling out the survey received diapers from. This means we could not analyze the data at the community level. As stated in Supporting Statement Part A, OCS does not have community-level data on diaper need. This information is needed to provide us an understanding the community-level need, so that we can adequately respond.

OCS also became concerned that asking beneficiaries to recall information from the past six months, which we do in questions three and four, would be too burdensome. Changing these questions to ask about the past one month rather than six months still provides valuable information while easing the burden on beneficiaries.

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

OCS requests to make two changes to Instrument 1 – Beneficiary Enrollment Survey.

First, OCS would like to add one question to the instrument that asks: What organization is providing you with diapers? This will allow us to disaggregate and analyze the data collected at the community-level.

Second, OCS would like to change question 3 and 4 to ask for information from the past 1 month rather than the past 6 months. Reducing the recall timeframe will reduce the burden on beneficiaries completing the survey.

***Time Sensitivities***

OCS has already shared Instrument 1 – Beneficiary Enrollment Survey with grant recipients and informed them of how to administer the survey. They are just waiting on the final link to the updated survey. As such, we would like approval of these updates as soon as possible to allow this information collection to move forward.