

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

From: Amy Zukowski
Administration for Native Americans (ANA)
Administration for Children and Families (ACF)

Date: December 7, 2023

Subject: NonSubstantive Change Request – Objective Work Plan (OWP) and Objective Progress Report (OPR) (OMB #0970-0452)

This memo requests approval of nonsubstantive changes to the approved information collection, Objective Work Plan (OWP) and Objective Progress Report (OPR) (OMB #0970-0452).

Background

The Administration for Children and Families has been working with the Department of Health and Human Services to simplify the application process for potential funding recipients. As part of these efforts the Administration for Native Americans (ANA) is streamlining its Notice of Funding Opportunities (NOFOs). Through this process ANA identified ways in which we can streamline the OWP, a required document for all ANA discretionary grant applicants.

Overview of Requested Changes

Currently, the OWP collects Outputs per each activity and has a separate form per each Budget Year for all Objectives. ANA is requesting to eliminate the column for Outputs associated with every activity, and instead collect this information for the overall Objective. Further, ANA requests to have all activities for each budget year listed under each Objective. As such, the Project Year would be unnecessary and was also removed. This streamlined form would apply to new applicants for ANA discretionary grant awards and would not have an increased burden to the public.

The purpose and use remain the same and applicants will still provide the necessary information for ACF with utility to meet the needs of ANA, but these changes do so in a more streamlined/less burdensome way. ANA anticipates that the streamlined version will take less time and plans to monitor the average time to complete once new funding awardees begin to use the updated version. Based on this information, we will update burden estimates if necessary.

Time Sensitivities

ANA is looking to publish the NOFOs on or before February 14, 2024.