

Memorandum

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

From: Ann Rivera
Office of Planning, Research and Evaluation (OPRE)
Administration for Children and Families (ACF)

Date: December 13, 2023

Subject: Nonsubstantive Change Request – Home-Based Child Care Provider Practices and Experiences Study [OMB # 0970-0612]

This memo requests approval of a nonsubstantive change to the approved information collection, Home-Based Child Care Provider Practices and Experiences Study (HBCC PPE) [OMB Information Collection Request 0970-0612]. Specifically, we request approval of a minor update to study team contact information in the consent language based on a change in the study team's leadership.

Background

The goal of the HBCC PPE study is to examine the experiences, strengths, resources, and strategies used by home-based child care providers to serve and support equitable outcomes for children and families. The study is designed to explore the experiences of family, friend, and neighbor providers (i.e., home-based child care providers who are legally exempt from state licensing or other regulations that apply to non-custodial care of children in the provider's own home.) The study uses semi-ethnographic, open-ended methods (including semi-structured interviews, and photo and audio journals) to generate rich information about the experiences of study respondents. Mathematica is conducting the study on behalf of OPRE.

Requested Change

The study's OMB Information Collection Request (Supporting Statement B) identified Patricia Del Grosso as the project director. Ms. Del Grosso left Mathematica on December 6, 2023. Ashley Kopack Klein, who was listed as the deputy project director in the OMB Information Collection Request, is now the project director. Ann Li is now the deputy project director. An updated version of Supporting Statement B is included with this request.

Ms. Del Grosso's name and contact information are listed in the study's consent language, which is given to participants (providers, their family members, and community members who support them). The consent language informs participants they can contact the study director with any questions. We have updated the consent language in applicable consent statements in Appendix D (D.1, D.2, D.3, D.5, D.6, D.8) of the study's OMB materials, to replace Ms. Del Grosso's name and contact information with Ms. Kopack Klein's name and contact information. An updated version of Appendix D is included with this request.

Except for the consent language, the study director's information is not listed in materials given to or otherwise used with study participants. Other study materials, such as recruitment materials, have been customized with names of other study team members or information for trusted partners (community organizations helping with recruitment). This change does not affect the data collection approach, burden estimates, or the instrument content.