

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

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

Date: February 26, 2024

Subject: NonSubstantive Change Request – Administration for Children and Families
Congressionally Directed Community Projects (CDCP) Uniform Project Description
(UPD) (OMB #0970-0604)

This memo requests approval of nonsubstantive changes to the approved information collection, Administration for Children and Families Congressionally Directed Community Projects (CDCP) Uniform Project Description (UPD) (OMB #0970-0604).

Background

Administration of Children and Families (ACF) received approval of a Uniform Project Description (UPD) in February 2023 to collect information from Congressionally Directed Community Projects (CDCP) recipients. The information is being gathered to reduce risk and meet statutory and regulatory requirements. While this information collection has been vital in accomplishing that goal, we need to make a nonsubstantive change to the language to remain in compliance with new ACF Office of General Council (OGC) requirements and further clarify the requirements of the Social Services Research and Demonstration (SSRD) legislation [42 United State Code § 1310].

Overview of Requested Changes

This is a nonsubstantive change of the section called “Non-federal Commitment of Resources.” The change being proposed creates no additional response fields and should have no impact on the time to complete the application or increase burden on applicants.

Summary of Changes:

- Added reference to the relevant United States Code in order to specify the funding source
- Clarified the statutory language by adding the following two sentences:
 - SSRD funds may pay for part of research and demonstration projects that are consistent with the legislation.
 - Cost Sharing is required but that there is no specific statutory minimum

Time Sensitivities

We request a response as soon as possible as the goal is to initiate the annual application process in the beginning of April.