

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0970-0401)

TITLE OF INFORMATION COLLECTION: Children’s Bureau Learning & Coordination Center (CBLCC) 2024 Race Equity Challenge Satisfaction Survey

PURPOSE: The Administration for Children and Families, Administration on Children, Youth, and Families, Children’s Bureau, Office on Child Abuse and Neglect (CB/OCAN) proposes to collect participant satisfaction information from participants in the Children’s Bureau 2024 Race Equity Challenge being organized by the Children’s Bureau Learning & Coordination Center (CBLCC). The Challenge is an opportunity for child welfare professionals to participate in a virtual learning experience that examines their own bias, identifies how this bias shows up in child welfare, and creates counteractions that are rooted in equity. It is intended to stimulate education, reflection, and action; to transform how we support families and create equitable experiences for everyone involved in the child welfare system. Over the course of February through June 2024, participants will receive links to each of the five Challenge modules followed by a culmination event in June. The information collected through this feedback survey will enable the contractor, Kauffman & Associates, Inc., to evaluate the utility and effectiveness of the Challenge, its learning modules, resource materials, and events, and to improve future events.

DESCRIPTION OF RESPONDENTS: Respondents will be participants in the 2024 Race Equity Challenge, primarily child welfare managers, supervisors, and front-line program staff.

TYPE OF COLLECTION:

- | | |
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| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input checked="" type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input type="checkbox"/> Other: _____ |

CERTIFICATION:

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The primary purpose of the results is not for public dissemination.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name and affiliation: Lauren Fischman, Children’s Bureau

To assist review, please provide answers to the following questions:

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? Yes No
2. If Yes, will any information that is collected be included in records that are subject to the Privacy Act of 1974? Yes No
3. If Yes, has an up-to-date System of Records Notice (SORN) been published? Yes No

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? Yes No

BURDEN HOURS

Information Collection	Category of Respondent	No. of Respondents	No. of Responses per Respondent	Estimated Time per Response	Burden Hours
Children’s Bureau Learning & Coordination Center (CBLCC) 2024 Race Equity Challenge Satisfaction Survey	Individual	600	1	1 minute	10 hours

FEDERAL COST: The estimated annual cost to the Federal government is \$5,375.

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?
 Yes No

If the answer is yes, please provide a description of both below (or attach the sampling plan)? If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

The Child Welfare Information Gateway will send an invitation letter through its listservs for our target audiences— child welfare managers, supervisors, and front-line program staff. Individuals that register for and participate in each Challenge module will have the opportunity to respond to the satisfaction survey following completion of each module.

Administration of the Instrument

1. How will you collect the information? (Check all that apply)
 - Web-based or other forms of Social Media
 - Telephone
 - In-person
 - Mail
 - Other, Explain
2. Will interviewers or facilitators be used? Yes No

Please make sure that all instruments, instructions, and scripts are submitted with the request.