

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

**TITLE OF INFORMATION COLLECTION:** Feedback on ECE-RISE Pilot Project

**PURPOSE:** The purpose of this voluntary collection is to solicit feedback from people who operated, applied to, or were accepted in the Administration for Children and Families’ (ACF) Office of Planning, Research, and Evaluation’s (OPRE) research and evaluation capacity-building pilot project: ECE-RISE (Receiving Individualized Support for Evaluation Capacity Building). OPRE will solicit feedback from representatives from the program operations teams and the Child Care and Development Fund (CCDF) lead agencies that participated in or applied for the ECE-RISE project. This feedback will help the government understand the experiences of the program operator, applicants and participants. ACF will use the information collected to improve future capacity-building projects.

**DESCRIPTION OF RESPONDENTS:** Program operators were contracted for this service and are from the private sector. The people who applied for and participated in the pilot project are from CCDF lead agencies and are state and tribal government representatives.

**TYPE OF COLLECTION:**

- |   |   |
|---|---|
| <input type="checkbox"/> Customer Comment Card/Complaint Form         | <input 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 checked="" type="checkbox"/> Other: <u>Individual interviews</u> |

**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: Alysia Blandon, Senior Social Science Research Analyst, ACF Office of Planning, Research, and Evaluation

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 [ X ] No

**BURDEN HOURS**

Although the number of respondents for each instrument is less than 9, we are asking for clearance because there are some interview questions that are common across groups and therefore may be asked of more than 9 people.

<b>Information Collection</b>	<b>Category of Respondent</b>	<b>No. of Respondents</b>	<b>No. of Responses per Respondent</b>	<b>Estimated Time per Response</b>	<b>Burden Hours</b>
Interview Instrument 1. Interview for Project Operations Team	2-Private Sector	4	1	1.5 hours	6 hours
Interview Instrument 2. Interview for Participant Team	3-State, local, or tribal government	4	1	1.5 hours	6 hours
Interview Instrument 3. Interview for Applicants Selected Who Did Not Participate	3-State, local, or tribal government	2	1	.75 hours	1.5 hours
Interview Instrument 4. Applicants Not Selected	3-State, local, or tribal government	2	1	.75 hours	1.5 hours
<b>Totals</b>		<b>12</b>	<b>1</b>	<b>1.25 hours</b>	<b>15 hours</b>

**FEDERAL COST:** The estimated annual cost to the Federal government is     \$6,508    

**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?  

[ X ] 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?

We are inviting organizations that represent the universe of potential respondents. One organization operated the pilot program. Three organizations applied for the pilot project; two

were accepted to the program and one was not. Of the two accepted, one participated and one withdrew. We have estimated the number of people that will represent each group's perspective based on the information that we have. Particular people are not being sampled.

**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: Interviews using Zoom.gov online platform

2. Will interviewers or facilitators be used?  Yes  No

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

**Instruments:**

- Interview Instrument 1. Interview for Project Operations Team
- Interview Instrument 2. Interview for Participant Team
- Interview Instrument 3. Interview for Applicants Selected Who Did Not Participate
- Interview Instrument 4. Applicants Not Selected