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Office of Information and Regulatory Affairs (OIRA)
Office of Management and Budget (OMB)

From: David Warunek
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Administration for Children and Families (ACF)

Date: February 23, 2024

Subject: Change Request – *Immigration Legal Services for Afghan Arrivals Email Sign-up Form* (OMB #0970-0401)

This memo requests approval of changes to the approved information collection, *Immigration Legal Services for Afghan Arrivals (ILSAA) Email Sign-up Form*, approved under the Fast Track Clearance for the Collection of Contact Information (OMB #0970-0401).

Background

OMB approved the ILSAA Email Sign-up Form on April 26th, 2023, under OMB #0970-0401. Since this approval, we have revised the total burden estimates based on new information and projections related to how many respondents we expect for the form. This includes a reduction in the number of respondents for legal service providers, Eligible Afghan Arrivals, and partner organizations. This also includes updated language on the instrument to account for additional role classifications for the respondent to provide further information on their role.

Overview of Requested Changes

Based on experience to date, we have adjusted the annual estimated number of respondents from 22,928 to 1,500. We updated our submission form to reflect this update. We also updated the submission form to clarify the intended respondents and streamline the burden table.

Additionally, we removed from the *ILSAA Email Sign-up Form* the original question 5 asking how respondents heard about ILSAA and added the current question 7 to ask which specific updates respondents are interested in.

Finally, based on experience to date we adjusted the cost to the federal government to account for less review time by federal personnel.

The updated submission form and form are included with this request.