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

From: Ann Flagg, Director
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Administration for Children and Families (ACF)

Date: December 14, 2023

Subject: NonSubstantive Change Request – Temporary Assistance for Needy Families (TANF) Data Reporting for Work Participation (OMB #0970-0338)

This memo requests approval of nonsubstantive changes to the approved information collection, TANF Data Reporting for Work Participation (OMB #0970-0338).

Background

Revised instructions for the TANF and SSP-MOE Data Report were recently approved as part of the TANF Data Reporting for Work Participation (OMB #0970-0338) package with a new expiration date of 10/31/2026. As we were rolling out the instructions in a November 2023 webinar, OFA realized several small changes that would cause unanticipated technical challenges for states related to a legacy data preparation tool. As a result, OFA requests to implement minor changes to ensure that states are able to update their systems with minimal disruption.

Overview of Requested Changes

- Adding back coding options that did not fall under other options
 - Work-Eligible Individual Indicator
 - Add “(or a noncustodial parent)” to option #6
 - Re-add option #5 “Yes, a non-recipient parent due to other reasons”
- Adding note in General Instructions and asterisk (*) to data items to flag instances that would trigger “fatal” errors for users of a legacy data preparation tool (applies to form and instructions)
 - Receives Subsidized Child Care
 - Race/Ethnicity
 - Marital Status
 - Parent with Minor Child in the Family
 - Is Current Month Exempt from the State’s Time Limit
 - Employment Status
 - Relationship to Head-of-Household
- Changing default codes for certain items that are optional to avoid fatal errors with legacy data preparation tool (applies to form and instructions)
 - Educational Level
 - Citizenship/Immigration Status
 - Cooperated with Child Support

- o Citizenship/Immigration Status
- Change “individual” to “children” or “adult” or vice versa depending on section
 - o Race/Ethnicity
 - o Relationship to Head-of-Household
 - o Parental status of minor who is not a head-of-household or spouse of the head-of-household
 - o Educational Level
 - o Citizenship/Immigration Status
 - o Amount of Earned Income
- Added “/Immigration” to “Citizenship Status” for consistency

These changes will alleviate technical challenges for states as they update their systems. There are no changes to burden estimates or to the purpose or use of the data collection. The updated Report and Instructions are included with this request.

Time Sensitivities

We request approval as soon as possible to allow states to adapt their systems with the correct coding instructions before the end of FY 2024.