

**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 the Financing for Early Care and Education Quality and Access for All (F4EQ) Project Activities at the 2024 ACF NRCEC Poster Session

**PURPOSE AND USE:** At the 2024 Administration for Children and Families’ National Research Conference on Early Care and Education (NRCEC), the Financing for Early Care and Education Quality and Access for All (F4EQ) project will be presenting early project findings and future research activities through a poster presentation<sup>1</sup>. We will use this opportunity to seek input from conference attendees who view and engage with our poster to gather general feedback on project activities.

**DESCRIPTION OF RESPONDENTS:** The respondents for this activity will be NRCEC attendees who elect to review our poster presentation. Attendees at the conference include academic and professional researchers, early childhood program administrators and practitioners, and state and local policymakers.

**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>Feedback prompts</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: Paula Daneri, Social Science Research Analyst; 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

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<sup>1</sup> Note that current information collections for F4EQ that are subject to the Paperwork Reduction Act are approved under OMB #0970-0623.

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**

<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>
NRCEC Participant Feedback Questions	Individuals or Households	40	1	2 minutes (.033 hours)	1.33

**FEDERAL COST:** The estimated annual cost to the Federal government is **\$856.22**. This is based on staff time to prepare for this engagement and make meaning of the data.

**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?

Our questions will be available to any NRCEC conference participant who elects to review the F4EQ project’s poster presentation.

**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

We will ask all participants who engage with the project team presenting our poster if they would like to take a moment to respond to our short questions/prompts (see “F4EQ NRCEC Feedback Prompts” document). We will invite participants to write their responses (without names or individual affiliations) on a sticky note to be placed on the board. We will offer them the opportunity to add whether they are in one of the following groups: ECE program staff; federal, state, or local ECE policymaker or administrator; researcher or academic faculty; other.