

**To:** Kelsi Feltz  
Office of Information and Regulatory Affairs (OIRA)  
Office of Management and Budget (OMB)

**From:** Juliana Melara  
Office of Community Services  
Administration for Children and Families (ACF)

**Date:** November 30, 2023

**Subject:** Change Request – Diaper Distribution Demonstration and Research Pilot Baseline Data Collection (OMB #0970-0531)

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This memo requests approval of changes to the approved information collection, Diaper Distribution Demonstration and Research Pilot Baseline Data Collection, approved under the Formative Data Collections for ACF Program Support (OMB #0970-0531).

### ***Background***

The Diaper Distribution Demonstration and Research Pilot Baseline Data Collection was approved on December 1, 2022. Grant recipients are currently using the Beneficiary Enrollment Survey to collect data to inform their understanding of diaper needs in communities across the country. To better understand changes in diaper need over time, OCS is requesting approval to administer the Survey at both baseline and after beneficiaries have received several months of services (i.e., follow-up). This information will continue to inform other ACF research efforts in this area and is expected to be used in conjunction with a related information collection for which a request is forthcoming. The related information collection request will include data collection aimed at understanding how to Diaper Distribution Demonstration and Research Pilot is being implemented and address program improvement information needs.

Note that the additional administration of the survey does not alter the described purposes and uses of the information as currently approved.

Two other instruments, the Partner Organization Interview and the Waitlist Survey, were also approved with the original submission of this request. OCS no longer intends to conduct these activities. The Partner Organization Interview is no longer necessary because federal staff conducted an analysis of grant recipient materials to obtain much of the relevant information. The Waitlist Survey is no longer necessary because OCS no longer plans to analyze waitlist data.

### ***Overview of Requested Changes***

To account for a second administration of Instrument 1 – Beneficiary Enrollment Survey, OCS has made minor updates to the introductory text, deleted two items (one about diaper size and the other about household income), and is requesting updates to the associated burden hours to account for the second administration of the survey. Specifically, the burden estimates have been updated to include the estimated number of respondents and response time for a follow-up administration of the survey. This follow-up data collection will only take place at a subset of

grant recipient sites (11 of the 21 total).

Additionally, OCS has removed reference to, and the burden associated with the Partner Organization Interview and the Waitlist Survey.

Supporting Statement A has been updated to reflect a second administration of the Beneficiary Enrollment Survey and the removal of the Partner Organization Interview and Waitlist Survey.

***Time Sensitivities***

Since a new request is directly related to and dependent on the change to include the second administration of the Beneficiary Enrollment Survey, we request approval as soon as possible so we can finalize and submit the related request.