

Request for Approval under the “Administration for Children and Families Generic for Information Collections Related to Gatherings” (OMB Control Number: 0970-0617)

TITLE OF INFORMATION COLLECTION: Registration for National Center on Subsidy Innovation and Accountability Events

PURPOSE: The National Center on Subsidy Innovation and Accountability (NCSIA), funded by the Office of Child Care, offers a variety of Technical Assistance (TA) opportunities, including webinars, peer learning group opportunities, and other technical assistance events with multiple participants. We request approval to collect information as part of event registration, which will inform TA event planning. Registration questions include questions about who will be attending the event, how they heard about the event, and what they’d like to learn from the event.

DESCRIPTION OF RESPONDENTS: Respondents will include individuals who register for NCSIA’s events—mainly state, territory, and Tribal staff that work on the Child Care and Development Fund program. Registrants may also include OCC partner organizations, such as non-government statewide organization staff and non-government local or regional organization staff.

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 information collected is not intended to be disseminated to the public¹.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.

Name and affiliation: Ann Renaud-Avila, Subject Matter Expert Manager, NCSIA

To assist review, please provide the following information:

¹ The information collected through this request is primarily for internal review and will not be published. However, for certain activities information submitted by accepted participants, such as research abstracts to be presented in a poster session, may be published on an ACF website or included in a printed or online program for the activity or subsequent publication describing the activity.

BURDEN HOURS

Burden is estimated for registration at NCSIA training and TA opportunities on an ongoing annual basis.

Instrument Title	Category of Respondent	Annual No. of Respondents	No. of Responses per Respondent	Participation Time	Annual Burden Hours
NCSIA Event Registration Form	State, Territory, Tribal Staff	850	1	2 min	28
	Private Sector (including TA contractors)	150	1	2 min	5
Annual Totals		Up to 1000	1	2 min	33

FEDERAL COST: The estimated annual cost to the Federal government is \$242.37.

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

All instruments, instructions, and scripts are submitted with the request.