

Child Support Annual Data Report (OCSS Form - 157)

**OMB Information Collection Request
0970 - 0177**

Supporting Statement

Part A - Justification

January 2025

Type of Request: Revision

Submitted By:
Office of Child Support Services
Administration for Children and Families
U.S. Department of Health and Human Services

1. Circumstances Making the Collection of Information Necessary

As provided in title IV-D of the Social Security Act (the Act), agencies administering Child Support (CS) programs are required to maintain comprehensive child support collection and expenditure records and to have an adequate reporting system to provide the Office of Child Support Services (OCSS) with information upon request. To help CS agencies (CSAs) fulfill this requirement, OCSS developed the standardized Child Support Annual Data Report (OCSS Form – 157).

The collection activities are authorized by 42 U.S.C. § 652(a)(4), (5) & (10), which requires OCSS to review data and calculations from State agencies regarding program accomplishments; review annual reports and recommend corrective actions and technical assistance; conduct audits every 3 years; assist States to have adequate reporting procedures, records of program operations, and procedures for collecting and reporting information; establish uniform definitions, and submit a report to Congress on child support program activities.

The collection activities are further authorized by 42 U.S.C.669, which requires the Secretary to collect and maintain up-to-date statistics, by State, on a fiscal year basis, including (1) number of cases in the State agency caseload with an approved child support services plan; (2) the number of cases with provided services; types of services provided separately stated for paternity establishment and child support obligation establishment; types of service recipients separately stated for recipients of assistance or foster care maintenance, and individuals who are not such recipients. A definition that a service has been provided when the task has been accomplished.

2. Purpose and Use of the Information Collection

The federal OCSS oversees the administration of CS programs in 54 states and territories. OCSS sets CS program standards and policy, evaluates states' performance in conducting CS programs, offers technical assistance and training to the states, and conducts audits of state program activities.

OCSS collects information and maintains records of activities performed and reported by CSAs in order to:

- Prepare the Annual Report to Congress
- Determine performance indicators for establishing the effectiveness and efficiency of state child support programs
- Respond to congressional and public inquiries
- Calculate budget estimates and impact statements of proposed legislation
- Evaluate areas where technical assistance may be required in a state
- Direct federal auditors to areas where efforts should be concentrated during state compliance audits
- Use performance indicators to assess state program performance for audit penalty purposes
- Compute individual state incentive payments

3. Use of Improved Information Technology and Burden Reduction

The Administration for Children and Families developed the Online Data Collection (OLDC) system to allow states to submit their OCSS Form - 157 report electronically through the Health and Human Services website. States are encouraged to use this online system since it is the quickest way to submit information to OCSS.

4. Efforts to Identify Duplication and Use of Similar Information

The information from the OCSS Form - 157 is unique to OCSS; there are no other sources of similar information.

5. Impact on Small Businesses or Other Small Entities

There is no impact on small businesses or other small entities.

6. Consequences of Collecting the Information Less Frequently

Failure to collect the OCSS - 157 information, or doing so less frequently, will negatively impact OCSS' ability to oversee the administration of 54 CS programs and will result in OCSS violating statutory and programmatic requirements.

7. Special Circumstances Relating to the Guidelines of 5 CFR § 1320.5

There are no special circumstances.

8. Comments in Response to the Federal Register Notice and Efforts to Consult Outside the Agency

In accordance with the Paperwork Reduction Act of 1995 (Pub. L. 104-13) and Office of Management and Budget (OMB) regulations at 5 CFR Part 1320 (60 FR 44978, August 29, 1995), ACF published a notice in the Federal Register at 89 FR 60642 on July 26, 2024. The notice announced OCSS' intention to seek OMB approval of the revised collection of information and to provide 60 days for the public to submit written comments about this information collection activity.

OCSS received one public comment indicating that the instructions are “incomplete and insufficient by the omission of a requirement that states must report on how many cases they have closed without any successful (or just partial) collection of support or arrears, especially in cases such as “failure to locate.” ACF disagrees that the instructions are incomplete and insufficient. The information collected is mandated by federal law as outlined: [42 U.S.C. Sec 652-Duties of the Secretary](#). Additionally, the commenter was encouraged to review the case closure rules under the [Flexibility, Efficiency, and Modernization in Child Support Enforcement programs rule from 2016](#), which provides more detailed guidance on case closure rules. Case closure procedures follow established guidelines and are not done arbitrarily. Specifically, Section 303.3 requires IV–D agencies to attempt to locate all noncustodial parents or sources of income and/or assets where that information is necessary.

Paragraph (b)(1) requires States to use appropriate location sources such as the Federal PLS; interstate location networks; local officials and employees administering public assistance, general assistance, medical assistance, Supplemental Nutrition Assistance Program (SNAP), and social services (whether such individuals are employed by the State or a political subdivision); relatives and friends of the noncustodial parent; current or past employers; electronic communications and Internet service providers; utility companies; the U.S. Postal Service; financial institutions; unions; corrections institutions; fraternal organizations; police, parole, and probation records if appropriate; and State agencies and departments, as authorized by State law, including those departments which maintain records of public assistance, wages and employment, unemployment insurance, income taxation, driver's licenses, vehicle registration, and criminal records and other sources. Based on this, the comment did not result in any change to the OCSS Form - 157.

9. Explanation of Any Payment or Gift to Respondents

No payments or gifts are made to respondents.

10. Assurance of Confidentiality Provided to Respondents

There is no confidential information collected from the OCSS - 157.

11. Justification for Sensitive Questions

There are no sensitive questions requested on the OCSS - 157.

12. Estimates of Annualized Burden Hours and Costs

Estimated Burden Hours

OCSS has determined the burden hours estimate based on general feedback received over the more than 20 years this form has been in use. During the most recent public comment period, no specific feedback was received from respondents indicating that the burden hours estimate required adjustment. With the long history of utilization and consistent respondent input have provided a reliable basis for the current estimate, and no related feedback during the comment period, OCSS has not adjusted the estimated time per response. Fifty-four states and territories complete the OCSS-157 once annually.

Estimated Cost to Respondents

OCSS calculated the cost to respondents using the Bureau of Labor Statistics (BLS) job code 21-1021 and wage data from May 2023, which is \$28.46 per hour. To account for fringe benefits and overhead, OCSS multiplied the hourly rate by two, which is \$56.92.

Annual Burden Estimates

Information Collection Title	Total Number of Annual	Total Number of Annual	Average Annual	Total Annual	Average Hourly	Total Annual
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	Respondents	Responses Per Respondent	Burden Hours Per Response	Burden Hours	Wage	Cost
OCSS Annual Data Report and Instructions OCSS-157	54	1	7	378	\$56.92	\$21,516

13. Estimates of Other Total Annual Cost Burden to Respondents and Record Keepers

There are no other total annual cost burdens to respondents and record keepers.

14. Annualized Cost to the Federal Government

Approximate annualized cost to the government includes 1,040 federal staff hours for analysis and publication of results at the hourly rate of approximately \$40.91 per hour; however, to account for fringe benefits and overhead, OCSS multiplied the hourly rate by two, which is \$81.82 per hour. The total estimated cost to the federal government is \$85,093 (1,040 X \$81.82).

15. Explanation for Program Changes or Adjustments

The information collected on OCSS Form-157 remains the same. Minor revisions were made to the instructions to enhance clarity and minimize the possibility of inaccurate reporting by states. References to the Office of Child Support Enforcement (OCSE) reflect the name change to Office of Child Support Services (OCSS). These changes do not impact the burden.

16. Plans for Tabulation and Publication and Project Time Schedule

OCSS will publish aggregate information at the end of each fiscal year in an annual report to Congress and in various agency publications that highlight child support information.

17. Reason(s) Display of OMB Expiration Date is Inappropriate

Not applicable.

18. Exceptions to Certification for Paperwork Reduction Act Submissions

There are no exceptions to the certification for submission.