

SUPPORTING STATEMENT
FOR PAPERWORK REDUCTION ACT SUBMISSION

- 1. Explain the circumstances that make the collection of information necessary. What is the purpose for this information collection? Identify any legal or administrative requirements that necessitate the collection. Include a citation that authorizes the collection of information. Specify the review type of the collection (new, revision, extension, reinstatement with change, reinstatement without change). If revised, briefly specify the changes. If a rulemaking is involved, list the sections with a brief description of the information collection requirement, and/or changes to sections, if applicable.**

The purpose of the 21st Century Community Learning Centers (21st CCLC) program, as authorized under Title IV, Part B, of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act (ESSA) (20 U.S.C. 7171-7176) is to create community learning centers that provide academic enrichment opportunities for children, particularly students who attend high poverty and low-performing schools, to meet State and local student standards in core academic subjects, to offer students a broad array of enrichment activities that can complement their regular academic programs, and to offer literacy and other educational services to the families of participating children. Present in all 50 states, the District of Columbia, Puerto Rico, US Virgin Islands, and the Bureau of Indian Education, academic enrichment and youth development programs are designed to enhance participants' well-being and academic success. In support of this program, Congress appropriated \$1,329,673,000 for 21st CCLC programs for fiscal year 2024. Consisting of schools, public and nonprofit agencies, community- and faith-based organizations, postsecondary institutions, and other community entities, sub-grantees—operating 9,985 centers—provided academic and enrichment services and activities to over 1.8 million participants.

The Department of Education (ED) is requesting to reinstate, with minor changes, authorization to collect data for 21st CCLC programs. Data are collected via the web-based application, 21APR. The core purpose is to collect information on the Government Performance and Results Act (GPRA) performance indicators associated with the 21st CCLC program to report to Congress annually on the implementation and progress of 21st CCLC projects. All elements collected serve to meet the performance reporting requirements. These metrics delivered in the form of an Annual Performance Report (APR) are the primary way the federal government determines the success and progress of the 21st CCLC program based on the statutory requirements. The data collection is necessary to allow ED to collect information from states that directly administer the program and from the grantees to which the states have awarded the grants.

The performance measures were revised in 2020, following a thorough process to evaluate the prior measures. The measures were first implemented starting summer 2021. The program participation data is collected on all students who attend during the summer and during the school year. Subgrantees and States provide data disaggregated by “dosage

tiers” (e.g., students who participate for 30-49 hours) such that the Department can identify a meaningful threshold of participation (or “dosage”) for each measure to track year-over-year for the purposes of reporting performance data to Congress and the public.

States report performance culled from attendance records, suspension records, grades, state assessments, and teacher-reported student behavior. The indicators are the primary means by which ED measures the effectiveness and efficiency of the program based on the following two overall goals:

1. Participants in 21st Century Community Learning Center programs will demonstrate educational and social benefits and exhibit positive behavioral changes.
2. 21st Century Community Learning Centers will develop afterschool activities and educational opportunities that consider the best practices identified through research findings and other data that lead to high-quality enrichment opportunities that positively affect student outcomes.

Based on the goals and objectives of the 21st CCLC program, ED is seeking to reinstate this information collection to ensure compliance and gauge program impact. ED seeks to collect descriptive information about program operation from each grantee and their program centers. Also, ED seeks to collect center-level information on the characteristics of a given center; characteristics of feeder schools to the centers (the change in legislation now permits activities to occur at locations other than schools); center participation—including total numbers served and numbers of attendees; and aggregated student characteristics (racial, ethnic, gender makeup; special services or program and grade levels served).

In the areas of student achievement and behavioral change, proposed data-collection efforts are to result in the following pieces of information being collected from grantees:

1. Academic Achievement
 - a. Percentage of students in grade 4-8 participating in 21st CCLC programming during the school year and summer who demonstrate growth in reading and language arts on state assessments.
 - b. Percentage of students in grade 4-8 participating in 21st CCLC programming during the school year and summer who demonstrate growth in mathematics on state assessments.
2. Grade Point Average

Percentage of students in grades 7-8 and 10-12 attending 21st CCLC programming during the school year and summer with a prior-year unweighted GPA of less than 3.0 who demonstrated an improved GPA.
3. Student Attendance

Percentage of students in grades 1-12 participating in 21st CCLC during the school year who had a school day attendance rate at or below 90% in the prior school year and demonstrated an improved attendance rate in the current school year.

4. Student Behavior
Percentage of students in grades 1-12 attending 21st CCLC programming during the school year and summer who experienced a decrease in in-school suspensions compared to the previous school year.
5. Student Engagement
Percentage of students in grades 1–5 participating in 21st CCLC programming in the school year and summer who demonstrated an improvement in teacher-reported engagement in learning.

OMB Reporting History and Legislative Authority

Clearance was granted for a revision of a currently approved collection by the States under OMB No. 1810-0668 which expired on March 31, 2025. The web-based data collection will be primarily completed by state and subgrantee administrators of 21st CCLC programs.

The legislative authority for ED to collect the data contained within the *Annual Performance Report* comes from the Education Department’s General Administrative Regulation (EDGAR) and the 2010 Government Performance Results Modernization Act (GPRA 2010), updating the Government Performance Results Act of 1993. GPRA 2010, also referred to as “GPRMA” or “The Modernization Act,” provides guidance for agencies to implement highly results-oriented Performance Management systems.

Under the Education Department’s General Administrative Regulations (EDGAR, Section 75.720), grantees shall submit annual performance reports.

2. **Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**

The purpose of the information collected is to provide (1) a standard format for SEAs and their grantees to use in their annual reporting, which program officers will use to direct technical assistance, and (2) data to report to Congress on program indicators and ED goals.

The audiences for these data include:

- Congress, to monitor program progress
- ED program staff, to obtain descriptive information about the use of the 21st CCLC funds and respond to data calls from ED decision makers and Congress

3. **Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or forms of information technology, e.g. permitting electronic submission of responses, and the basis for the decision of adopting this means of collection. Please identify**

systems or websites used to electronically collect this information. Also describe any consideration given to using technology to reduce burden. If there is an increase or decrease in burden related to using technology (e.g. using an electronic form, system or website from paper), please explain in number 12.

21APR is a web-based system. Authorized users submit their center performance reports using this system. This is the most efficient way to collect and review performance reports at the center, grantee, and state level. It also allows for rapid dissemination of data collected as it is collected via the web-based system and stored in a secured database. ED staff can access the data at any time to respond immediately to Congress. Select data elements are made available to authorized state users via the web-based application.

- 4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.**

The 21APR reporting system collects performance data from states and their grantees and is the only mechanism by which data are collected on a national basis to produce an annual performance report to Congress on the status of all 21st CCLC programs. The information is not collected by any other means to report to the federal government; therefore, there is no duplication.

- 5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden. A small entity may be (1) a small business which is deemed to be one that is independently owned and operated and that is not dominant in its field of operation; (2) a small organization that is any not-for-profit enterprise that is independently owned and operated and is not dominant in its field; or (3) a small government jurisdiction, which is a government of a city, county, town, township, school district, or special district with a population of less than 50,000.**

The collection does not impact small businesses or other small entities.

- 6. Describe the consequences to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.**

The core purposes of 21APR is to collect information on the Government Performance and Results Act (GPRA) performance indicators associated with the 21st CCLC program to report to Congress annually on the implementation and progress of 21st CCLC projects. All elements collected serve to meet the performance reporting requirements. These metrics delivered in the form of an Annual Performance Report (APR) are the primary way the federal government determines the success and progress of the 21st CCLC program based on the statutory requirements. The data collection is necessary to allow ED to collect information from states that are now directly administering the program and from the grantees to which the states have awarded the grants.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner:

- **requiring respondents to report information to the agency more often than quarterly;**
- **requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**
- **requiring respondents to submit more than an original and two copies of any document;**
- **requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years;**
- **in connection with a statistical survey, that is not designed to produce valid and reliable results than can be generalized to the universe of study;**
- **requiring the use of a statistical data classification that has not been reviewed and approved by OMB;**
- **that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or that unnecessarily impedes sharing of data with other agencies for compatible confidential use; or**
- **requiring respondents to submit proprietary trade secrets, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.**

In March 2024, the Office of Management and Budget (OMB) announced revisions to Statistical Policy Directive No. 15: Standards for Maintaining, Collecting, and Presenting Federal Data on Race and Ethnicity (SPD 15) and published the revised SPD15 standard in the Federal Register (89 FR 22182). The present ICR contains no changes to the race and ethnicity items that have historically been part of this collection and is therefore compliant with the 1997 SPD15 standard. *A request to revise the standards for this information collection will be submitted to OMB) at a time that states and funded projects have revised their student-level collections and reporting with the SPD 15 requirements to address the new federal statistical standard for race/ethnicity items.* The Department is currently working on an action plan for compliance with the newly revised SPD15 standards, which will fully take effect on March 28, 2029. Early discussions suggest that implementation of these standards will be particularly complex and delicate

in data collections where race and ethnicity data is reported, to the Department, both by individuals about themselves and also provided by third parties providing aggregate data on the individuals they serve and represent (e.g., state and local education agencies, institutions of higher education).

8. **As applicable, state that the Department has published the 60 and 30 Federal Register notices as required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB.**

Include a citation for the 60 day comment period (e.g. Vol. 84 FR ##### and the date of publication). Summarize public comments received in response to the 60 day notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden. If only non-substantive comments are provided, please provide a statement to that effect and that it did not relate or warrant any changes to this information collection request. In your comments, please also indicate the number of public comments received.

For the 30 day notice, indicate that a notice will be published. Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instruction and record keeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 years – even if the collection of information activity is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.

The Department will publish 60 and 30 Federal Register notices as required by 5 CFR 1320.8(d), soliciting comments on this information collection.

9. **Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees with meaningful justification.**

There are no payments or gifts provided to respondents.

10. **Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy. If personally identifiable information (PII) is being collected, a Privacy Act statement should be included on the instrument. Please provide a citation for the Systems of Record Notice and the date a Privacy Impact Assessment was completed as indicated on the IC Data Form. A confidentiality statement with a legal citation that authorizes the pledge of confidentiality should be provided.¹ If the collection is subject to the Privacy Act,**

¹ Requests for this information are in accordance with the following ED and OMB policies: Privacy Act of 1974, OMB Circular A-108 – Privacy Act Implementation – Guidelines and Responsibilities, OMB Circular A-130

the Privacy Act statement is deemed sufficient with respect to confidentiality. If there is no expectation of confidentiality, simply state that the Department makes no pledge about the confidentiality of the data. If no PII will be collected, state that no assurance of confidentiality is provided to respondents. If the Paperwork Burden Statement is not included physically on a form, you may include it here. Please ensure that your response per respondent matches the estimate provided in number 12.

The Department's Privacy Program determined that the PII maintained by 21APR is not maintained as part of a Privacy Act system of records.

The PII collected and maintained to establish user accounts for the purpose of collecting annual reports from schools and other organizations receiving Federal funding through the 21st CCLC program (grantees) and SEAs pertaining to GPRA performance. Notice of how their information is handled once submitted to the Department is provided through the publication of the Privacy Impact Statement (PIA). The most recent PIA was submitted in July 2024.

The PIA is available at <https://www2.ed.gov/notices/pia>.

Public Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1810-0668. Public reporting burden for this collection of information is estimated to average 28.9 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit under the Education Department's General Administrative Regulations (EDGAR, Section 75.720). If you have any comments concerning the accuracy of the time estimate, suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, application or survey, please contact Andrea Jackson, Andrea.Jackson@ed.gov directly.

- 11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. The justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.**

No questions of a sensitive nature are asked in this system.

12. Provide estimates of the hour burden for this current information collection request. The statement should:

- Provide an explanation of how the burden was estimated, including identification of burden type: recordkeeping, reporting or third party disclosure. Address changes in burden due to the use of technology (if applicable). Generally, estimates should not include burden hours for customary and usual business practices.
- Please do not include increases in burden and respondents numerically in this table. Explain these changes in number 15.
- Indicate the number of respondents by affected public type (federal government, individuals or households, private sector – businesses or other for-profit, private sector – not-for-profit institutions, farms, state, local or tribal governments), frequency of response, annual hour burden. Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable.
- If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burden in the table below.
- Provide estimates of annualized cost to respondents of the hour burdens for collections of information, identifying and using appropriate wage rate categories. [Use this site](#) to research the appropriate wage rate. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included in Item 14. If there is no cost to respondents, indicate by entering 0 in the chart below and/or provide a statement.

Provide a descriptive narrative here in addition to completing the table below with burden hour estimates.

Estimated Annual Burden and Respondent Costs Table

Information Activity or IC (with type of respondent)	Number of Users	Average Burden Hours per User	Total Annual Burden Hours	Estimated User Average Hourly Wage	Total Annual Costs (hourly wage x total burden hours)
Subgrantee Users	1,211	28	33,908	\$26.64 ²	\$903,309
State Staff Users	32	121	3,872	\$33.67 ³	\$130,370
API Users	27	3.3	89	\$54.03 ⁴	\$4,815
SEA Super Users	54	8	432	\$53.66 ⁵	\$23,181
Annualized Totals	1,324		38,264		\$1,481,304

² https://www.bls.gov/oes/current/naics4_999200.htm#21-0000

³ https://www.bls.gov/oes/current/naics4_999100.htm

⁴ <https://www.bls.gov/oes/current/oes151211.htm>

⁵ https://www.bls.gov/oes/current/naics4_999100.htm

Please ensure the annual total burden, respondents and response match those entered in IC Data Parts 1 and 2, and the response per respondent matches the Paperwork Burden Statement that must be included on all forms.

There are three options for entering Annual Performance Report data into 21APR. States can elect to:

1. have data entered manually by sub-grantees users
2. have data entered manually by state staff users
3. have data entered automatically using an Application Performance Interface (API).

Regardless of entry option elected, all State Coordinators, or SEA Super Users, must review all entered data and certify its accuracy.

Based on the active users of 21APR in August 2024, the following number of each user type was utilized for these burden entry calculations:

1. 1,211 sub-grantees users
2. 135 state staff users
3. 27 API users
4. 54 SEA Super Users

Subgrantees User Entry Burden

For manual entry, subgrantees are required to submit Annual Performance Report information in a Web-based format. The average respondent burden for the Annual Performance Report is estimated to be 28 hours per sub-grantee, including 22.5 hours preparing the data and 5.5 hours entering the data. The preparation of data entails readying it for entry into 21APR; 21APR does not collect any data that are not already being collected by 21st CCLC programming for their own evaluation purposes. 21APR entry includes reading instructions; making appropriate calculations; completing the profile for new grantees and their program centers; answering all questions fully; and completing and submitting the online forms. We estimate that sub-grantee staff will earn, on average, \$26.64 per hour. The total burden is estimated as follows:

1,211 sub-grantees x 28 hours per sub-grantee = 33,908 hours per year x 1 year
 Total sub-grantee hours for 2024 = 33,908 hours x \$26.64 per hour
 Total sub-grantee cost for 2024 = \$903,309

State Staff User Entry Burden

In some states, SEA Staff Users (state support staff) collect sub-grantee grantee data to enter the annual reporting data directly into 21APR. SEA Users are expected to aggregate center data and make necessary calculations. These tasks are expected to take an average of 5.5 hours per sub-grantee; the average number of grantees per State entering data via this method is 22. The total number of hours per SEA User is estimated to be 121. We estimate that SEA Users will earn, on average, \$33.67 per hour. Using these estimates, the total burden is estimated as follows:

32 SEA Users x 121 hours per SEA User = 3,872 hours per year x 1 year

Total SEA Users hours for 2024 = 3,872 hours x \$33.67 per hour
 Total SEA Users cost for 2024 = \$130,370

API User Entry Burden

Some states leverage use of the Application Program Interface (API), allowing states to submit data automatically rather than enter data manually. This process significantly reduces the burden of hours in submitting the data. The API Users are expected to prepare their state system for communication with the federal 21APR system and to send the data via the API. The average response burden is estimated to be three hours of preparation and 19 minutes and 39 seconds per successful submission per State. We estimate that API Users will earn, on average, \$53.66 per hour. Using these estimates, the total burden is estimated as follows:

27 API Users x 3.3 hours per API User = 89 hours per year x 1 year
 Total API Users hours for 2024 = 89 hours x \$54.03 per hour
 Total API Users cost for 2024 = \$4,815

State Super User Entry Burden

Each SEA Super User will also be required to supply limited information about their state programs, including indicating when subgrantees provide programming (eg, during school year or during the school year and the summer). The majority of their use of the system is reviewing and certifying the data. Based on input from a representative group, the SEA Super Users have requested the ability to review and monitor the submissions made by their states' grantees prior to final certification to ED. We estimate that it will take an average of eight hours to review the information submitted by their sub-grantees and certify the data for their state. We estimate that SEA Super Users will earn, on average, \$53.66 per hour. Using these estimates, the total burden is estimated as follows:

54 SEA Super Users x 8 hours per each = 432 hours per year x 1 year
 Total SEA Super Users Hours for 2024 = 432 hours x \$53.66 per hour
 Total SEA Super Users Staff Cost for 2024 = \$23,181

The current number of grantees in each state is variable based on many factors. However, the above estimates can be averaged across all states to provide the total burden per state, per year as follows:

Total sub-grantee hours for 2024 = 33,908
 Total SEA Users hours for 2024 = 3,872 hours
 Total API Users hours for 2024 = 89 hours
 Total SEA Staff Hours = 432 hours
 Total Hours = 38,301 / 54 States
 Total Hours per State: 709 hours
 Total sub-grantee cost for 2024 = \$903,309
 Total SEA Users cost for 2024 = \$130,370
 Total API User cost for 2024 = \$4,815
 Total SEA SU Cost = \$23,181

Total Cost = \$1,481,304 / 54 States

Total Cost per State = \$27,432

13. Provide an estimate of the total annual cost burden to respondents or record keepers resulting from the collection of information. (Do not include the cost of any hour burden shown in Items 12 and 14.)

- The cost estimate should be split into two components: (a) a total capital and start-up cost component (annualized over its expected useful life); and (b) a total operation and maintenance and purchase of services component. The estimates should take into account costs associated with generating, maintaining, and disclosing or providing the information. Include descriptions of methods used to estimate major cost factors including system and technology acquisition, expected useful life of capital equipment, the discount rate(s), and the time period over which costs will be incurred. Capital and start-up costs include, among other items, preparations for collecting information such as purchasing computers and software; monitoring, sampling, drilling and testing equipment; and acquiring and maintaining record storage facilities.
- If cost estimates are expected to vary widely, agencies should present ranges of cost burdens and explain the reasons for the variance. The cost of contracting out information collection services should be a part of this cost burden estimate. In developing cost burden estimates, agencies may consult with a sample of respondents (fewer than 10), utilize the 60-day pre-OMB submission public comment process and use existing economic or regulatory impact analysis associated with the rulemaking containing the information collection, as appropriate.
- Generally, estimates should not include purchases of equipment or services, or portions thereof, made: (1) prior to October 1, 1995, (2) to achieve regulatory compliance with requirements not associated with the information collection, (3) for reasons other than to provide information or keep records for the government or (4) as part of customary and usual business or private practices. Also, these estimates should not include the hourly costs (i.e., the monetization of the hours) captured above in Item 12.

Total Annualized Capital/Startup Cost : _____
 Total Annual Costs (O&M) : _____
 Total Annualized Costs Requested : _____

There are no capital or O&M/purchase costs outside of customary and usual business or private practices.

14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include

quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information. Agencies also may aggregate cost estimates from Items 12, 13, and 14 in a single table.

Collection	Annual Responses	Hours of work per year (52 weeks/year; 40 hours/week)	Total Hours
21 st CCLC Annual Performance Report review and publish	54	20 hours/year	1,080

The annualized cost for the Federal Government is estimated to be \$54,000 (1,080 hours multiplied by an average wage of \$50 per hour). There is a wide range of hourly salaries associated with ED personnel, making this estimation approximate.

15. **Explain the reasons for any program changes or adjustments. Generally, adjustments in burden result from re-estimating burden and/or from economic phenomenon outside of an agency's control (e.g., correcting a burden estimate or an organic increase in the size of the reporting universe). Program changes result from a deliberate action that materially changes a collection of information and generally are result of new statute or an agency action (e.g., changing a form, revising regulations, redefining the respondent universe, etc.). Burden changes should be disaggregated by type of change (i.e., adjustment, program change due to new statute, and/or program change due to agency discretion), type of collection (new, revision, extension, reinstatement with change, reinstatement without change) and include totals for changes in burden hours, responses and costs (if applicable).**

Provide a descriptive narrative for the reasons of any change in addition to completing the table with the burden hour change(s) here.

	Program Change Due to New Statute	Program Change Due to Agency Discretion	Change Due to Adjustment in Agency Estimate
Total Burden			-1,183
Total Responses			-33
Total Costs (if applicable)			\$0

The change in the burden is due to an adjustment to the agency estimate. The number of users decreased. The updated estimate results in decreases of 33 responses (from 1,357 to 1,324), and 1,183 burden hours (from 39,447 to 38,264 burden hours).

16. **For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.**

Data for an annual period are collected beginning in the summer of the following year. (For example, collection of data from the performance period 2024-2025 (Summer 2024, School Year 2024-2025) will begin in fall 2025.) Data are certified by State agencies by March 2026. The data are then exported and analyzed. The Department of Education then prepares an annual program performance report to be submitted to Congress. Once finalized, the report is published on the Department of Education's website.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

Approval to not display the expiration date for OMB approval is not sought.

18. Explain each exception to the certification statement identified in the Certification of Paperwork Reduction Act.

There are no exceptions to the certification statement.