

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

From: La Sherra Ayala, Deputy Director
Office of Family Assistance (OFA)
Administration for Children and Families (ACF)

Date: January 31, 2025

Subject: NonSubstantive Change Request – Temporary Assistance for Needy Families (TANF) Data Reporting for Work Participation (OMB #0970-0338)

This memo requests approval of nonsubstantive changes to the approved information collection, TANF Data Reporting for Work Participation (OMB #0970-0338).

Background

Revised instructions for the TANF and SSP-MOE Data Report were approved as part of the TANF Data Reporting for Work Participation (OMB #0970-0338) package with an expiration date of 10/31/2026. Pursuant to the U.S. Office of Personnel Management (OPM) Initial Guidance Regarding Executive Order *Defending Women* provided on January 29, 2025, OFA proposes a few minor changes to instructions to ensure alignment with OPM guidance. We are requesting expedited approval of these minor changes to ensure that states are able to continue reporting with minimum disruption.

Overview of Requested Changes

- Revision of coding guidance to ensure consistency across sections.
 - Gender (TANF Section 1 #35 and #71; TANF Section 2 #18; SSP-MOE Section 1 #31 and 64; SSP-MOE Section 2 #17)
 - Remove codes 3, 4, and 5.
 - 3 = Non-Binary or gender non-conforming
 - 4 = Uses a different term
 - 5 = Unknown or refused, prefer not to say
 - Replace the term “gender” with “sex.”

Time Sensitivities

We request approval as soon as possible to comply with the Executive Order.