**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 – Tribal Temporary Assistance for Needy Families (TANF) Data Report, Tribal Annual Report and Tribal TANF Reasonable Cause/Corrective Action Documentation Process (OMB #0970-0215)

This memo requests approval of nonsubstantive changes to the approved information collection, Tribal TANF Data Report, Tribal Annual Report and Tribal TANF Reasonable Cause/Corrective Action Documentation Process (OMB #0970-0215).

***Background***

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 the Tribal TANF Data Report Instructions to ensure alignment with OPM guidance. We are requesting expedited approval of these minor changes.

***Overview of Requested Changes***

* Revision of coding guidance to ensure consistency across sections.
	+ Gender (TANF Section 1 #35 and #70; TANF Section 2 #18)
		- Replace the term “gender” with “sex.”

***Time Sensitivities***

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