

ACF: 800 Child Care and Development Fund (CCDF) Annual Aggregate Report

**OMB Information Collection Request
0970 - 0150**

Supporting Statement Part A - Justification

April 2025

Type of Request: Reinstatement with Changes

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

1. Circumstances Making the Collection of Information Necessary

Section 658K of the Child Care and Development Block Grant (CCDBG) Act (42 U.S.C. 9858, as amended) requires that states and territories submit annual aggregate data on the children and families receiving direct services under the Child Care and Development Fund (CCDF). The implementing regulations for the statutorily required reporting are at 45 CFR 98.70 and 98.71. The ACF-800 includes data elements reflecting the scope, type, and methods of child care delivery, which are represented in annual aggregate reports to meet these requirements.

2. Purpose and Use of the Information Collection

The aggregate administrative information received through this collection provides the means to analyze and evaluate the CCDF program and the extent to which states and territories are assisting families in addressing child care needs. This collection provides ACF with the information necessary to make reports to Congress (available at <https://www.acf.hhs.gov/occ/resource/reports-to-congress>), address national child care needs, offer technical assistance to grantees, meet performance measures, and conduct research.

3. Use of Improved Information Technology and Burden Reduction

States and territories submit ACF-800 reports via the Child Care Automated Reporting System (CARS), which is a web-based data collection system through a secure internet web site. System edit checks provide immediate feedback concerning the accuracy of the submitted data. ACF provides technical assistance to states and territories in the use of the electronic system toward improved data accuracy and reliability.

4. Efforts to Identify Duplication and Use of Similar Information

This data collection is required by section 658K of the Child Care and Development Block Grant (CCDBG) Act (42 U.S.C. 9858, as amended) and does not duplicate any other reporting or record-keeping requirements. The implementing regulations for the statutorily required reporting are at 45 CFR 98.70 and 98.71. No similar information is being collected on CCDF program participants and related child care services. Collection of the information specified on the ACF-800 is necessary to comply with the Federal statute and regulations, and to ensure the availability of data to respond to inquiries regarding the progress of the CCDF program and related issues.

5. Impact on Small Businesses or Other Small Entities

This data collection effort does not involve small business or other small entities.

6. Consequences of Collecting the Information Less Frequently

Section 658K of the Child Care and Development Block Grant (CCDBG) Act (42 U.S.C. 9858) requires states and territories to transmit information collected on the ACF-800 on an

annual basis. The data is submitted annually on the last day of the calendar year and covers the most recent Federal fiscal year (October through September).

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

The collection of this information does not involve any special circumstances related to the guidelines of 5 CFR 1320.5.

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 announcing the agency's intention to request an OMB review of this information collection activity. This notice was published on November 5, 2024 (89 FR 87880) and provided a sixty-day period for public comment. As part of the renewal of this information collection, the ACF Office of Child Care (OCC) proposed new data elements on presumptive eligibility and additional information about lead agencies using grants and contracts for direct services. During the notice and comment period, 6 comments were received. The comments were from 3 state CCDF lead agencies (CA, MD, NY) and three national organizations (Afterschool Alliance, CLASP, FFYF). The state CCDF lead agencies indicated that it would take time and resources to implement the proposed changes, and they raised some other concerns and questions. In light of these comments, and in an effort to minimize administrative burden, the ACF OCC requests to move forward with renewal of the ACF-800 without the proposed new data elements. However, ACF OCC still proposes to delete data elements related to the supplemental COVID-19 child care funding that are no longer relevant.

9. Explanation of Any Payment or Gift to Respondents

Not applicable.

10. Assurance of Confidentiality Provided to Respondents

This information collection does not require any assurance of confidentiality.

11. Justification for Sensitive Questions

This information collection does not require any assurance of confidentiality.

12. Estimates of Annualized Burden Hours and Costs

Estimated Burden Hours

The estimated burden hours are based on prior burden estimates and experience with CARS technical assistance working with states and territories on the annual aggregate report. In

addition, there were no comments provided regarding burden estimates during the sixty-day period for public comment.

Information Collection Title	Total Number of Respondents	Total Annual Number of Responses Per Respondent	Average Burden Hours Per Response	Annual Burden Hours	Average Hourly Wage	Total Annual Cost
ACF-800: Child Care and Development Fund (CCDF) Annual Aggregate Report	56	1	40	2,240	22.64	101,427

Estimated Cost to Respondents

The cost to respondents was calculated using the Bureau of Labor Statistics (BLS) job code for Social and Human Services Assistants [21-1093] and wage data from May 2024, which is \$22.64 per hour. To account for fringe benefits and overhead the rate was multiplied by two which is \$45.28. The estimate of annualized cost for all states and territories (56) for \$45.28 times 40 hours is \$101,427.

<https://www.bls.gov/oes/tables.htm>

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

Operational costs for systems/reporting software licenses will average about \$4,000 a year per state and territory (respondent), i.e., \$224,000 per year.

14. Annualized Cost to the Federal Government

ACF accepts ACF-800 reports via the Child Care Automated Reporting System (CARS), a web-based data collection system. The estimated annual Federal cost is \$300,000. This includes CARS costs, including code and data base maintenance. As users enter data into CARS, edit checks provide immediate data validation feedback identifying format issues. This amount also includes staff costs of program analysts who review the data and contact grantees as necessary when information is incomplete or questionable.

15. Explanation for Program Changes or Adjustments

ACF made minor updates to the ACF-800. The changes to the form include the following:

- Removing the questions related to specifying how the COVID-19 supplemental funds were used for the population of families, children, and providers
- Removing questions related to provide annual estimates to help understand how COVID-19 supplemental funds were used

16. Plans for Tabulation and Publication and Project Time Schedule

Fiscal Year 1998 through 2022 data from the ACF-800 has been processed and reported in a variety of places. Specifically, data has been incorporated into the OCC Report to Congress, used by ACF to respond to requests from Congress, track ACF's performance under the Government Performance and Results Act, and respond to inquiries regarding the progress and effectiveness of the CCDF program as well as posted on the OCC website. ACF plans to continue similar reporting of data.

Data is typically published six to nine months after data submission deadline first on the OCC website and subsequently in the OCC Report to Congress.

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

The expiration date is currently and will continue to be displayed at the top corner of the ACF-800 Form.

18. Exceptions to Certification for Paperwork Reduction Act Submissions

There are no exceptions to this form.