

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

**From:** Jessica Hale  
Office of Community Services  
Administration for Children and Families (ACF)

**Date:** May 6, 2025

**Subject:** NonSubstantive Change Request – Community Economic Development (CED) Grant Recipient Conference Materials (OMB #0970-0617)

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This memo requests approval of nonsubstantive changes to the Community Economic Development (CED) Grant Recipient Conference, an approved information collection under the Generic for Information Collections Related to Gatherings (OMB #0970-0617), to be responsive to recent Presidential Actions and support future use of the materials.

### ***Background***

The Administration for Children and Families (ACF) Office of Community Services (OCS) hosts a bi-annual conference for CED grant recipients to provide them an opportunity to share experiences, identify challenges, formulate creative solutions, meet with federal program staff, and network with their peers. In order to facilitate the planning, registration, and evaluation of the conference, OCS developed a registration form, email participation requests, and a conference evaluation form, which were approved for the 2024 conference under OMB Control # 0970-0617.

OCS is requesting in changes to support future uses of this form and to comply with the Executive Order (EO) *Ending Racial and Wasteful Government DEI Programs and Preferencing*.

### ***Overview of Requested Changes***

OCS requests changes to support future uses of the form. The form was originally developed for the 2024 conference, and to use this form in the future, we request to replace date and location references with place holders that can be completed once the conference is planned. These changes are implemented on the Speaking and Project Presentation Opportunity email draft, the Evaluation, the Registration, and the Generic IC Submission Form. Additionally, we update the federal point of contact on the submission form to the new contact for this program.

OCS also requests to remove two items on the Evaluation form, which requested participants to identify changes in knowledge and skill on:

- Understanding issues and priorities related to sustainability, climate change, environmental justice, and the Justice 40 initiative.
- Applying diversity, equity, inclusion, and accessibility practices to the project.

Future conferences will not include sessions to support material that is not in alignment with the

administration's priorities as expressed in the EO on Ending Radical and Wasteful Government DEI Programs and Preferencing, so these items are no longer needed.

***Time Sensitivities***

In an effort to be responsive to the new administration's requests, ACF has implemented these updates for respondents. To ensure ACF comes into compliance with the Paperwork Reduction Act as soon as possible, ACF requests immediate approval.