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Office of Information and Regulatory Affairs (OIRA)
Office of Management and Budget (OMB)

From: Administration for Children and Families (ACF)

Date: February 27, 2025

Subject: NonSubstantive Change Request – Administration for Children and Families Information Collection Updates in Response to the Protecting Women Executive Order.

This memo requests approval of nonsubstantive changes to an Administration for Children and Families (ACF) information collection in response to the *Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government* Executive Order (Defending Women EO) and recent Presidential Actions related to diversity, equity, and inclusion (DEI), such as those covered under the *EO Initial Recissions of Harmful Executive Orders and Actions*. ACF is submitting multiple requests with very similar updates.

Background

In January 2025, the current Administration released multiple EOs and memoranda requiring updates to information collections that request gender and/or gender identity, to only request “Sex” with the options Male/Female. Additionally, presidential actions focused on the removal of DEI-specific activities. To be responsive to the new administration, ACF is submitting change requests for a number of implicated information collections.

Overview of Requested Changes

ACF has implemented changes to remove language related to DEI and update gender collected data to denote sex as a biological variable in current approved information collection requests to comply with the directives.

This request is specific to only these updates and include the following information collections:

OMB #	ICR Title	Updated ICs	Gender or DEI-related Updates
0970-0207	OHS – Grant Application Instructions	Head Start Grant Application Instructions with Guidance – Version 3.01	Both
0970-0490	Generic Performance Progress Reports	Regional Partnership Grant Program Semi Annual ACF Performance Progress Report	DEI
0970-0542	Domestic Victims of Human Trafficking (DVHT) Program Data	Client Characteristics and Program Entry; Client Service Use and Delivery; Client Case Closure; Barriers to Service Delivery and Monitoring; Categories of Assistance; Subrecipient Enrollment; Victim Outreach	Gender
0970-0490	Generic Performance Progress Reports	Preschool Development Grant Birth through Five (PDG B-5) Renewal Grant	DEI
0970-0640	Healthy Marriage and Responsible Fatherhood Local Evaluation Final Report Templates	Descriptive Evaluation Final Report Template, Impact Evaluation Final Report Template	Both
0970-0519	NHTTAC Consultant and Evaluation Package	Follow-up Feedback Qualitative Guide; Intensive TTA Participant Feedback; Qualitative Guide; Resource Feedback Survey; Sample Questions Reference Document; Universal TTA Participant Feedback	Both
0970-0114	Child Care and Development Fund (CCDF)	2025-2027 CCDF State Plan	DEI

	Plan Preprint for States and Territories for Federal Fiscal Year (FFY) 2022-2024 & 2025-2027		
0970-0517	Child Care Development Fund (CCDF) Quality Progress Report	FFY24 QPR Form	DEI
0970-0490	Generic Performance Progress Reports	Office of Head Start Collaboration Office Annual Report	DEI
0970-0605	Culture of Continuous Learning Project: Case Study	Instrument 9: Organizational Self-Assessment; Instrument 12: BSC Implementation Staff and Faculty Background Survey; Instrument 17a: Administrator Surveys	Gender
0970-0618	Chafee Strengthening Outcomes for Transition to Adulthood (Chafee SOTA) Project Overarching Generic	Instrument A: Sample Administrator Interview; Instrument B: Sample Staff Interview; Instrument C: Sample Youth Focus Group; Instrument D: Sample Youth Survey; Instrument E: Sample Administrative Data Extraction	Both
0970-0566	Healthy Marriage and Responsible Fatherhood Performance Measures and Additional Data Collection	Instrument 1: Applicant Characteristics Survey; Instrument 2: Program Operations Survey; Instrument 5: HM PPR Survey; Instrument 5: PR PPR Survey; Instrument 6: HM QPR Survey; Instrument 6: RF QPR Survey	Both
0970-0545	Next Generation of Enhanced Employment Strategies Project [Impact, Descriptive, and Cost Studies]	Semi-structured program discussion guide –program leaders; Semi-structured program discussion guide - program supervisors and partners; Semi-structured program discussion guide - program staff and providers	Gender
0970-0574	Supporting Youth to be Successful in Life (SYSIL) Study	SYSIL Youth Survey	Gender
0970-0497	Personal Responsibility Education Program (PREP) Performance Measures	Performance Reporting System Data Entry Form - Grantees (Instrument 3); Subrecipient Data Collection and Reporting Form (Instrument 4)	DEI
0970-0616	Replication of Recovery and Reunification Interventions for Families-Impact Study (R3-Impact)	Appendix D: Crosswalk of Survey Items to Research Questions; Baseline Parent Survey; Topic Guide – Child Welfare Lead Staff; Topic Guide – Child Welfare Frontline Staff; Topic Guide – Partners; Topic Guide – Program Managers; Topic Guide – Mentor Supervisors; Topic Guide – Parent/Family Mentors; Topic Guide – Parents; Participant Interview Information Form	Both
0970-0536	OPRE Descriptive Study - Sexual Risk Avoidance Education Program Performance Analysis Study (SRAE PAS) [Descriptive Study - Performance Measures]	Instrument 3 - Performance Reporting Data Entry Form; Instrument 4 - Sub-awardee Data Collection and Reporting Form	Gender
0970-0622	Testing Identified Elements for Success in Fatherhood Programs	TIES Baseline Survey; Nine-month Follow-up survey	Gender
0970-0638	Understanding and Expanding the Reach of Home Visiting (HV-REACH) Project	Instrument 7: Participant Characteristics Form	Gender
0970-0167	ACF-801: Child Care and Development Fund (CCDF) Quarterly Case-Level Report	ACF-801 Supporting Statement	Gender
0970-0401	Fast Track Generic Clearance for Collection of Qualitative Feedback on Agency Service Delivery	Child Care State Capacity Building Center Feedback Collection for Child Care Technical Assistance (TA) Network TA Partners; Child Care State Capacity Building Center Feedback Collection for Communities of Practice and Peer Learning Groups; Child Care State Capacity Building Center Feedback Collection for Fundamentals of CCDF Administration; Child Care State Capacity Building Center Feedback Collection for Presentations; Child Care State Capacity Building Center Feedback Collection for Training for Trainers; Child Care State Capacity Building Center Feedback Collection for Webinars; National Center on	DEI

		Afterschool and Summer Enrichment (NCASE) Technical Assistance Follow-up Survey; National Center on Subsidy Innovation and Accountability Feedback Surveys	
0970-0617	Administration for Children and Families Generic for Information Collections related to Gatherings	Office of Child Care Events Registration and Post-Event Survey	DEI

Time Sensitivities

In an effort to be responsive to the new administration's requests, ACF has implemented many of these updated ICs in the field. To ensure ACF comes into compliance with the Paperwork Reduction Act as soon as possible, ACF requests immediate approval.