

## **Request for Approval under the “Generic Clearance for the Collection of Mandatory Grant Financial Reports” (OMB Control Number: 0970-0510)**

**TITLE OF INFORMATION COLLECTION:** Child Care and Development Fund (CCDF) ACF-696T Financial Report for Tribal Grantees

**PURPOSE AND USE:** The Information collected through the Child Care and Development Fund (CCDF) ACF-696T Financial Report for Tribal Grantees (ACF-696T) is used to:

- a. Monitor how Tribal CCDF grantees are spending their CCDF dollars in specified categories—including direct services, non-direct services, quality, and administration. This enables staff to identify areas where technical assistance is needed.
- b. Allows ACF to monitor grantee compliance with quality spending requirements, the administrative cost cap, and obligation and liquidation deadlines.
- c. Produce annual financial and statistical reports as may be required by Congress/other parties as well as respond to periodic detailed inquiries from Congress/other parties.

The authority to collect and report this information can be found in Section 658G(d) and 658O(c)(2)(C) of the Child Care and Development Block Grant Act of 1990, as amended, and in Federal regulations at 45 CFR §98.65(g) and §98.67(c)(1) which authorize the Secretary to require financial reports as necessary.

This form was originally approved in 2019 and has been updated and approval extended since that time. In June 2024, the Office of Child Care offered a temporary opportunity for Tribal Lead Agencies (TLAs) to retroactively request to use CCDF funds including most COVID-relief funds for construction and/or major renovation with the intent of offsetting increased costs of materials, labor, and other related project costs. TLAs could also commit funds to construction and/or major renovation based on current needs as well as to account for challenges TLAs were facing at the time such funds normally would have been reserved for this purpose.

At this time (September 2024) ACF is seeking approval for changes to the report form completion instructions to provide instructions for reporting on the retroactively requested use of CCDF funds including most COVID-relief funds for construction and/or major renovation. The ACF-696T Financial Report must be submitted electronically in the On-Line Data Collection (OLDC) system and updates are needed to the system to implement these changes. The reporting frequency will remain the same.

**DESCRIPTION OF RESPONDENTS:** Federally recognized Tribes and tribal organizations that receive CCDF funding directly from ACF. (Tribes that consolidate CCDF funding in a Public Law 102-477 Plan with the Department of Interior do not submit the ACF-696T).

### **Personally Identifiable Information:**

1. Is personally identifiable information (PII) collected? [ ] Yes [X] No
2. If Yes, will any information that is collected be included in records that are subject to the Privacy Act of 1974? [ ] Yes [ ] No
3. If Yes, has an up-to-date System of Records Notice (SORN) been published? [ ] Yes [ ] No

**BURDEN HOURS**

<b>Title of Information Collection</b>	<b>No. of Respondents</b>	<b>Annual Frequency of Responses</b>	<b>Hourly Burden per Response</b>	<b>Annual Hourly Burden</b>
Child Care and Development Fund ACF-696T Financial Report	221	1	7	1547

**FEDERAL COST:** The estimated annual cost to the Federal government is \$100,000

**PUBLIC COMMENT:** ACF published a notice in the *Federal Register* announcing the agency's intention to request OMB's review of changes to this generic information collection activity.

89 FR 72402 Date: September 5, 2024

This notice provided a 14-day period for public comment. We did not receive comments on the proposed collection of information.

**Attachments**

- CCDF ACF 696T Instructions (updated September 2024)
- Change Memo – ACF 696T September 2024 Updates