

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

**From:** Surina Amin  
Office on Child Abuse and Neglect  
Administration for Children and Families (ACF)

**Date:** June 6, 2025

**Subject:** Change Request – National Center on Substance Abuse and Child Welfare  
Long-term Technical Assistance Engagement Satisfaction Surveys (OMB #0970-0401)

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This memo requests approval of changes to one instrument within the approved routine customer feedback information collection: National Center on Substance Abuse and Child Welfare (NCSACW) Training and Technical Assistance Satisfaction Surveys, approved under the Administration for Children and Families Generic Clearance for Routine Customer Feedback (OMB #0970-0401). It also requests the approval of the addition of a new instrument to be included with the information collection materials.

### ***Background***

The NCSACW Training and Technical Assistance (TTA) Satisfaction Surveys were originally approved in March 2024, with an extension received through the extension of the umbrella generic in May 2024. Three approved surveys have been in use by the NCSACW since.

NCSACW provides TTA to Regional Partnership Grant (RPG) and In-depth Technical Assistance (IDTA) states and jurisdictions. When collecting feedback from individuals affiliated with an RPG or IDTA site, it is helpful to know the respondents affiliation so that future TTA can be catered to the specific needs of those training participants. TTA needs may differ among program affiliation. To address this need, edits have been identified to the NCSACW TTA Long-term Technical Assistance Engagement Satisfaction Survey (Instrument 2) to collect more information about the training participants (e.g., RPG or IDTA program affiliation).

Due to the recent large number of Child Welfare Training Toolkit downloads (estimated 3,000 annually), it is important to understand the impact of the toolkit on child welfare professionals to improve future content. To collect additional routine customer feedback on the NCSACW Child Welfare Training Toolkit, the approval of a new instrument (Instrument #4) is requested.

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

Requested changes to NCSACW Long-term Technical Assistance Engagement Satisfaction Survey- Instrument 2:

- Add “Are or were you affiliated with a Regional Partnership Grant (RPG) program?”
- Add “Are or were you affiliated with an In-depth Technical Assistance (IDTA) program?”
- Revise “What policy or practice changes did you make as a result of the [TA/TTA]?”

Please describe both program level and system level changes you made.”  
to

“What policy or practice changes did you make as a result of the [TA/TTA]? Please describe all program level and system level changes you made.”

We do not estimate that these additions to Instrument 2 will increase response time.

This request also reflects the addition of one new instrument: NCSACW Child Welfare Training Toolkit Satisfaction Survey- Instrument 4.

The submission form has been updated to reflect the burden and federal costs associated with this addition.

Finally, since this request was originally included in the extension request for the umbrella generic, it was included in the summary IC list of all ongoing data collections. This document has been updated to remove this request and instead, the request is entered as a single GenIC in ROCIS.