

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: September 25, 2025

Subject: NonSubstantive Change Request – Medical-Legal Partnerships Semi-Annual Quantitative Report (OMB# 0970-0490)

This memo requests approval of nonsubstantive changes to the Medical-Legal Partnerships Semi-Annual Quantitative Report, which is approved under the Administration for Children and Families (ACF) Generic for Program-Specific Performance Progress Reports (PPR) (OMB# 0970-0490).

Background

In September 2025, the Office of Community Services (OCS) received approval to use the new Medical-Legal Partnerships Semi-Annual Quantitative Report (or MLP SAR) to collect information about the activities and outcomes of the MLP+ projects. Based on feedback from grant recipients, we have identified areas where the instructions could be clarified to improve data quality and item options could be expanded to better align with reporting needs. These improvements will help ensure consistent reporting across all grantees.

Overview of Requested Changes

OCS proposes the following changes to the MLP SAR:

1. **Reporting Period Clarification:** Correct the Social Services Navigation (optional) tab to make it clear that the report requests the number of referrals made during the reporting period. The form requests information for the six-month reporting period in the instructions in the header, but the column header on the data entry table erroneously requests the count for the quarter. The edits update the column header to request counts for the reporting period, so the instructions in the header and the column header are consistent in describing the information collected.
1. **Adding Options to Report Unknown Outcomes:** The Outcomes (optional) tab has been updated to include options for reporting cases with unknown outcomes. For each outcome, grant recipients can report whether an outcome was raised for a case, but the resolution is unknown. Grant recipients indicated that this option is helpful for permitting them to report accurately because they are not able to track final outcomes for all case types.

These changes to these optional tabs of the MLP SAR are not anticipated to increase burden.