

Next Steps for Tribal TANF Research and Data

OMB Information Collection Request 0970 – New Collection

Supporting Statement Part A

April 2026

Type of Request: New

Submitted By:
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**Alternative Supporting Statement for Information Collections Designed for
Research, Public Health Surveillance, and Program Evaluation Purposes**

Part A

Executive Summary

- **Type of Request:** This Information Collection Request is for a new information collection. We are requesting three years of approval.
- **Description of Request:** This data collection effort will include talking circles¹ with Tribal leaders, Tribal Temporary Assistance for Needy Families (TANF) leaders, staff, and participants; a survey of Tribal TANF program leaders; individual interviews with Tribal TANF program leaders and staff; and observations of data-related activities at Tribal TANF program offices. The purpose of these activities is to gather systematic information directly from Tribal TANF program leaders, staff, and participants about (1) their challenges, successes, and support needs related to Tribal TANF data reporting requirements; and (2) their research and evidence needs related to Tribal TANF program operations. The goal is to thoughtfully mitigate a long-standing burdensome requirement into a more efficient and sustainable data collection process that yields reliable and higher-quality information actionable to both Tribal TANF programs, to inform program operations, and ACF in monitoring program compliance and performance. Additionally, the information will be used to inform future OPRE-sponsored research activities so that they yield information that enables Tribal TANF programs to engage in evidence-informed decision-making around program implementation to ultimately serve their communities better and improve participant outcomes.

¹ Talking circles are a culturally responsive evaluation practice used in Indigenous evaluation to elicit participant voice and co-create knowledge (Brown & Di Lallo, 2020).

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A1. Necessity for Collection

ACF is proposing to undertake this data collection to gather systematic information directly from Tribal TANF program leaders, staff, and participants about (1) their challenges, successes, and support needs related to Tribal TANF data reporting requirements; and (2) their research and evidence needs related to Tribal TANF program operations. The information collected will inform future directions for Tribal TANF research and data, including efforts to reduce burden in Tribal TANF data reporting requirements and revisions to accompanying guidance.

ACF's last broad inquiry into Tribal TANF, the [Descriptive Study of Tribal Temporary Assistance for Needy Families \(TANF\) Programs](#)², was conducted over ten years ago, with the final report published in 2013. One goal of the Next Steps for Tribal TANF Research and Data project is to gather updated information on programs' research interests, and their needs and experiences related to TANF data collection, submission, and use.

There are no legal or administrative requirements that necessitate this collection. ACF is undertaking the collection at the discretion of the agency.

ACF has contracted with MEF Associates (MEF) and its subcontractor Kauffman and Associates (KAI) to conduct this study.

A2. Purpose

Purpose and Use

This information collection is designed to gather systematic information directly from Tribal TANF program leaders, staff, and participants about (1) their challenges, successes, and support needs related to Tribal TANF data reporting requirements; and (2) their research and evidence needs related to Tribal TANF program operations. The study will use talking circles, a survey, individual interviews, and direct observations to gather information on Tribal TANF programs' research interests and needs and experiences with TANF data collection, use, and reporting. The purpose of the study is to enhance ACF's knowledge of how to better support Tribal TANF programs and reduce their reporting burdens.

ACF will use this information to mitigate a long-standing burdensome requirement into a more efficient and sustainable data collection process that yields reliable and higher-quality information actionable to both Tribal TANF programs, to inform program operations, and ACF in monitoring program compliance and performance. Additionally, the information will be used to inform future OPRE-sponsored research activities so that they yield information that enables Tribal TANF programs to engage in evidence-informed decision-making around program implementation to ultimately serve their communities better and improve participant outcomes.

The information collected is meant to contribute to the body of knowledge on ACF programs. It is not intended to be used as the principal basis for a decision by a federal decision-maker, and is not expected to meet the threshold of influential or highly influential scientific information. The proposed activities align with the Administration's priority to support trust and treaty obligations with Tribal Nations.

Research Questions (RQ)

RQ1. What are the characteristics of Tribal TANF programs?

² OMB Control No: 0970-0411

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- RQ2. What are successes, challenges, and opportunities experienced by Tribal TANF programs?
- RQ3. What are Tribal TANF programs' needs and experiences related to TANF data collection, use, and reporting?
- RQ4. What recommendations do Tribal TANF programs have for next steps for Tribal TANF research and data?
- RQ5. How can we ensure this study is responsive and beneficial to tribal communities and Tribal TANF programs?

Study Design

The study is designed to maximize the opportunity for representatives from each of the 76 federally recognized Tribal TANF programs to share input on their perspective on the most important next steps for Tribal TANF research and data. Different data collection activities will provide opportunities for Tribal leaders, program staff at different levels, and program participants to provide input. The proposed data collection uses a mixed-methods approach, gathering both quantitative and qualitative data to answer the research questions.

Data collection begins with two sets of **talking circles**, one set of talking circles intended to broadly explore successes, challenges, and opportunities experienced by Tribal TANF programs (RQ2, RQ4, RQ5) and the other intended to focus more specifically on needs and experiences related to Tribal TANF data (RQ3, RQ4, RQ5). Talking circles are a culturally responsive evaluation practice used in Indigenous evaluation to elicit participant voice and co-create knowledge (Brown & Di Lallo, 2020). These circles will be open to Tribal TANF program leaders and staff from all 76 programs.

Following the talking circles, we will broaden our inquiry by administering a web-based **survey** to each of the 76 federally recognized Tribal TANF programs, to gather descriptive information on Tribal TANF programs and their needs and experiences related to Tribal TANF data (RQ1, RQ3, RQ4). The survey will be administered to Tribal TANF program leaders from all 76 programs.

We will then conduct in-person **knowledge sharing visits** to up to five Tribal TANF programs, to gather more in-depth information. During the knowledge sharing visits, we will conduct **interviews** with Tribal TANF program leaders and data staff; **talking circles** with Tribal TANF staff and Tribal TANF participants; and **observations** of data-related activities (RQ1, RQ2, RQ3, RQ4, RQ5). The knowledge sharing visits will take place at up to five Tribal TANF programs, selected to represent variation on elements including geography, program size, program maturity, and other considerations.

Table 1 explains each data collection activity and corresponding instrument in greater detail. Supporting Statement B, Section B1 provides additional detail on study design, including sampling plans and procedures for data collection.

<i>Data Collection Activity</i>	<i>Instruments</i>	<i>Respondent, Content, Purpose of Collection</i>	<i>Mode and Duration</i>
Talking Circles – Knowledge Development	Instrument 1A: Talking Circle Facilitator's Guide – Knowledge Development (in-person)	Respondents: Tribal leaders and Tribal TANF program leaders Content: • Successes, challenges, and opportunities experienced by Tribal TANF programs (RQ2)	Mode: Two in-person; two virtual (videoconferencing) Duration: 120 minutes

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	Instrument 1B: Talking Circle Facilitator's Guide – Knowledge Development (virtual) (questions are the same but instruments are tailored to the mode)	• Support from ACF needed by Tribal TANF programs (RQ4) • Perspectives on how this study can be most beneficial to Tribal TANF programs and participants (RQ5) Purpose: To hear directly from Tribal leaders and Tribal TANF program leaders about their needs and experiences related to Tribal TANF to inform future directions for Tribal TANF research and data	
Talking Circles – Data Needs Assessment	Instrument 2A: Talking Circle Facilitator's Guide – Data Needs Assessment (in-person) Instrument 2B: Talking Circle Facilitator's Guide – Data Needs Assessment (virtual) (questions are the same but instruments are tailored to the mode)	Respondents: Tribal TANF program leaders and staff Content: • Tribal TANF programs' needs and experiences related to TANF data collection, use, and reporting (RQ3) • Strengths, challenges, and opportunities related to Tribal TANF data (RQ3) • Support from ACF needed by Tribal TANF programs related to data (RQ3, RQ4) • Perspectives on how this study can be most beneficial to Tribal TANF programs and recipients (RQ5) Purpose: To hear directly from Tribal TANF program leaders and staff about their needs and experiences related to Tribal TANF data	Mode: Two in-person; four virtual (videoconferencing) Duration: 120 minutes
Survey	Instrument 3: Tribal TANF Data Needs Assessment Survey	Respondents: Tribal TANF program leaders and staff Content: • Characteristics of survey respondents and the Tribal TANF program that employs them (RQ1) • Current practices related to Tribal TANF data collection, use, and reporting (RQ3) • Strengths and challenges related to Tribal TANF data (RQ3) • Current use of and experiences with data-related technical assistance; recommendations for future technical assistance (RQ3, RQ4) Purpose: To gain a descriptive	Mode: Online Survey Duration: 30 minutes

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		understanding of Tribal TANF programs' needs and experiences related to TANF data collection, use, and reporting	
Onsite Interviews with Tribal TANF Program Leaders	Instrument 4: Knowledge Sharing Visit Interview Protocol – Tribal TANF Program Leaders	Respondents: Tribal TANF program leaders Content: • Successes, challenges, and opportunities experienced by Tribal TANF programs (RQ2) • Strengths, challenges, and opportunities related to Tribal TANF data (RQ3) • Programmatic and data-related support from ACF needed by Tribal TANF programs (RQ4) • High priority learning questions for Tribal TANF programs (RQ4) • Perspectives on how this study can be most beneficial to Tribal TANF programs and recipients (RQ5) Purpose: To hear directly from Tribal TANF program leaders about their needs and experiences related to Tribal TANF and their perspectives on future directions for Tribal TANF research and data	Mode: In-Person Interview Duration: 90 minutes
Onsite Interviews with Tribal TANF Data Staff	Instrument 5: Knowledge Sharing Visit Interview Protocol – Data Staff	Respondents: Tribal TANF staff who work with Tribal TANF data Content: • Current practices related to Tribal TANF data collection, use, and reporting (RQ3) • Strengths and challenges related to Tribal TANF data (RQ3) • Current use of and experiences with data-related technical assistance; recommendations for future technical assistance (RQ3, RQ4) Purpose: To hear directly from Tribal TANF data staff about their needs and experiences related to Tribal TANF data	Mode: In-Person Interview Duration: 90 minutes
Onsite Observations of Data Entry Processes	Instrument 6: Knowledge Sharing Visit Data Observation (Learning Exchange) Worksheet	Respondents: TANF staff who work with Tribal TANF data Content: Observe staff as they walk through and explain how they would collect, use, and report data in typical scenarios such as eligibility, intake, assessment, regular case management	Mode: In-Person Interview Duration: 90 minutes

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		meetings, or reporting to an outside entity (RQ3) Purpose: To gain a deeper understanding of current practices related to Tribal TANF data collection, use, and reporting	
Onsite Talking Circles with Tribal TANF Staff	Instrument 7: Knowledge Sharing Visit Talking Circle Facilitator's Guide – Staff	Respondents: Tribal TANF staff Content: • Successes, challenges, and opportunities experienced by Tribal TANF programs (RQ2) • Strengths and challenges related to Tribal TANF data (RQ3) • Recommendations for next steps for Tribal TANF research and data (RQ4) • How we can ensure that this study benefits tribal communities and Tribal TANF programs (RQ5) Purpose: To hear directly from Tribal TANF staff about their needs and experiences related to Tribal TANF and their perspective on future directions for Tribal TANF research and data	Mode: In-Person Interview Duration: 120 minutes
Onsite Talking Circles with Tribal TANF Participants	Instrument 8: Knowledge Sharing Visit Talking Circle Facilitator's Guide – Participants	Respondents: Tribal TANF program participants Content: • Experiences with the Tribal TANF program (RQ2) • Recommendations for the Tribal TANF program (RQ4) Purpose: To elevate participant voice in our understanding of Tribal TANF strengths, challenges, and opportunities	Mode: In-Person Interview Duration: 120 minutes

Other Data Sources and Uses of Information

The research team conducted a literature review to understand previous documentation related to Tribal TANF programs and the research questions of this project.

The research team additionally intends to have individual conversations with fewer than 10 Tribal TANF leaders and fewer than 10 Tribal TANF participants to gain their perspectives on the most pressing issues facing Tribal TANF agencies (RQ2) and how the results of this study could most benefit Tribal communities and Tribal TANF agencies (RQ5).

The final report for this project will synthesize findings from the literature review and these individual conversations as well as the findings from the data collection instruments that are part of this information collection request to address the project's research questions.

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A3. Use of Information Technology to Reduce Burden

Virtual talking circles (Instrument 1B and Instrument 2B) will be conducted via videoconferencing, and audio recorded with the permission of respondents. Offering the opportunity to participate in virtual talking circles will reduce burden on respondents for whom a virtual option is more convenient, including those who are unable to travel.

In-person talking circles will take place at a location where Tribal leaders and Tribal TANF program leaders and staff are already likely to be gathering (e.g. National Congress of American Indians, Office of Family Assistance National Tribal TANF Director's Meeting, Office of Family Assistance Regional Tribal TANF meetings, UC Davis National Tribal TANF Institute) (Instrument 1A and Instrument 2A); onsite at a Tribal TANF program office (Instrument 7); or in the community where Tribal TANF participants live (Instrument 8), to reduce the burden of in-person participation.

The project team will use a web-based survey platform, to collect responses for the **survey** (Instrument 3). This will reduce burden for respondents by programming skips for nonapplicable questions, enabling them to submit responses efficiently and on their own time, and save their work and continue later if they are not able to complete their response in one sitting.

The in-person **interviews** (Instrument 4 and Instrument 5) and **observations** (Instrument 6) will be audio recorded, with the permission of the respondent(s), to assist with written notetaking.

A4. Use of Existing Data: Efforts to reduce duplication, minimize burden, and increase utility and government efficiency

Based on our consultations with federal colleagues and external experts, we are not aware of any existing data that would meet the goals of this information collection. ACF's last broad inquiry into Tribal TANF, the [Descriptive Study of Tribal Temporary Assistance to Needy Families \(TANF\) Programs](#)³, was conducted over ten years ago, with the final report published in 2013. Federal research projects since then have focused on specific aspects of Tribal TANF or related programs (e.g. [subsidized employment](#)⁴, [Health Profession Opportunity Grants](#)⁵, [child welfare coordination](#)⁶) but have not collected information on the overall needs and experiences of Tribal TANF programs.

We have designed our data collection to maximize opportunities for participation, given that the primary goal of this study is to hear directly from AIAN communities about their experiences with Tribal TANF. The purpose of each data collection activity and the level of detail collected differs. Even so, researchers conducting later stages of information collection will have access to responses from earlier stages and, given the semi-structured nature of the interviews and talking circles, will use that information to avoid asking questions again if it is determined that additional perspective is not needed.

A5. Impact on Small Businesses

No small businesses will be involved with this information collection.

A6. Consequences of Less Frequent Collection

³ OMB Control No: 0970-0411

⁴ OMB Control No: 0970-0413

⁵ OMB Control No: 0970-0395

⁶ OMB Control No: 0970-0419

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This is a one-time data collection.

A7. Now subsumed under 2(b) above and 10 (below)

A8. Consultation

Federal Register Notice and Comments

In accordance with the Paperwork Reduction Act of 1995 (Pub. L. 104-13) and Office of Management and Budget (OMB) regulations at 5 CFR Part 1320 (60 FR 44978, August 29, 1995), ACF published a notice in the Federal Register announcing the agency's intention to request an OMB review of this information collection activity. This notice was published on March 3, 2026 (91 FR 10396) and provided a sixty-day period for public comment. During the notice and comment period no comments were received.

Consultation with Experts Outside of the Study

The study was informed by outside experts who drew on their deep knowledge of Tribal TANF, Indigenous research and evaluation methods, or both, to advise on the study design and data collection plan. Two groups of experts, each comprised of fewer than ten people, provided advice on different aspects of and at different stages of study planning. A Foundational Steering Committee advised the project team in the early stages of the project, providing input on overall project plans and research methods, with an emphasis on how to design a culturally appropriate study in the Tribal TANF context. An Active Engagement Workgroup met throughout the instrument development phase to provide input on refining research questions and developing data collection instruments. The Active Engagement Workgroup reviewed the instruments.

The experts who participated in one or both groups are listed in Table A8.1.

Table A8.1 List of Experts Consulted

Name	Affiliation
Georgia Aparicio	Morongo Tribal TANF Program
Angela Diaz	Soboba Tribal TANF Program
Consuelo Guillory	Nez Perce Tribal TANF Program
Cindy Hoaglen	Round Valley Indian Tribes
Denise Honawa	Cherokee Nation TANF
Ryan Howard	Owens Valley Community Development Center (OVCDC)
Joan LaFrance	Mekinak Consulting
Lisa Martin	California Tribal TANF Partnership
Mary Papp	Quinault Indian Nation
Lucille Ramirez	Shingle Springs Tribal TANF
Meenakshi Richardson	Johns Hopkins Bloomberg School of Public Health
Jim Thomas	Affiliated Tribes of Northwest Indians
Chelsea Wesner	Colorado School of Public Health, University of Colorado

A9. Tokens of Appreciation

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We intend to provide tokens of appreciation for Tribal TANF participants who participate in the study. We propose a \$50 token of appreciation for talking circle participants (Instrument 8).

In the Tribal TANF context, a token of appreciation is a sign of respect. Tokens of appreciation reinforce the notion that the knowledge being shared is valued, respected, and honored. Offering tokens of appreciation is important for establishing trust, which in turn is key to ensuring that research is culturally valid and ultimately obtaining scientifically rigorous data (Tribal Evaluation Workgroup, 2013). Our Active Engagement Workgroup (described above) strongly advised that it is critical to offer tokens of appreciation when working with Tribal communities.

The amount proposed is based on the project team's experiences with other federal studies with AIAN participants. For example, program participants who participated in a focus group as part of the [Descriptive Study of Tribal Temporary Assistance for Needy Families project](#)⁷ were offered a \$25 gift card. Program participants who participated in a focus group as part of the [Evaluation of Tribal Health Profession Opportunity Grants \(HPOG\) project](#) were offered a \$50 gift card. More recently, a study funded through the [Tribal Research Center on Early Childhood Development and Systems](#) offered \$75 for 90 minute interviews, \$50 for 60 minute focus groups, and \$40 for a 30 minute survey. Our proposed tokens of appreciation are intended to provide a culturally appropriate acknowledgment of the knowledge being shared, while not so high as to be coercive for potential participants.

A10. Privacy: Procedures to protect privacy of information, while maximizing data sharing

Personally Identifiable Information (PII)

We will not request any personally identifiable information during the **talking circles** or **survey**.

For the in-person **interviews** and **observations**, we will collect the first names of the program staff who are interview respondents to keep track of the notes and interviews for the data cleaning process. We will remove these names from interview notes or transcripts after data cleaning and before transmitting data.

Information will not be maintained in a paper or electronic system from which data are actually or directly retrieved by an individuals' personal identifier.

Assurances of Privacy

Information collected will be kept private to the extent permitted by law. Respondents will be informed of all planned uses of data and that their participation is voluntary.

The IRB process is in process and will be finalized by the time data collection begins.

Data Security and Monitoring

As specified in the contract, the Contractor will protect respondent privacy and will comply with all Federal and Departmental regulations for private information. The Contractor has developed a Data Security Plan that assesses all protections of respondents' PII. The Contractor has ensured that all of its employees, subcontractors (at all tiers), and employees of each subcontractor, who perform work under this contract/subcontract, are trained on data privacy issues and comply with the above requirements.

⁷ OMB Control No: 0970-0411

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As of FY 2023, all awarded contracts are required to go through the Assessment and Accreditation process and obtain a three (3) year Authority to Operate (ATO), if required by ACF/OCIO.

As specified in the evaluator's contract, the Contractor shall use Federal Information Processing Standard (FIPS) and National Institute of Standards and Technology (NIST) Special Publication (SP) 800.53 rev 5 compliant encryption (Security Requirements for Cryptographic Module, as amended) to protect all instances of sensitive information during storage and transmission. The Contractor shall securely generate and manage encryption keys to prevent unauthorized decryption of information, in accordance with the Federal Processing Standard. The Contractor shall: ensure that this standard is incorporated into the Contractor's property management/control system; establish a procedure to account for all laptop computers, desktop computers, and other mobile devices and portable media that store or process sensitive information. Any data stored electronically will be secured in accordance with the most current NIST requirements and other applicable Federal and Departmental regulations. In addition, the Contractor must submit a plan for minimizing to the extent possible the inclusion of sensitive information on paper records and for the protection of any paper records, field notes, or other documents that contain sensitive or PII that ensures secure storage and limits on access.

A11. Sensitive Information⁸

No sensitive questions will be asked as part of this data collection. However, participants in the talking circles with Tribal TANF participants may raise some sensitive issues. The research team will take several steps to minimize the discomfort that such topics may pose. Staff will inform respondents that participation is voluntary, that they are free to remain silent if they feel uncomfortable sharing, and they may end their participation in the talking circle at any time. Study participants will also be reminded that the project team will keep their responses private, to encourage their candid responses.

The Institutional Review board process is in process and will be finalized by the time data collection begins.

A12. Burden

Explanation of Burden Estimates

The table below shows estimated burden for the information collection, which will take place over a period of approximately three years. As described above, the study is designed to maximize the opportunity for representatives from each of the 76 federally recognized Tribal TANF programs to share input. Different data collection activities will provide opportunities for Tribal leaders, program staff at different levels, and program participants to provide input. The proposed data collection uses a mixed methods approach.

- Two sets of **talking circles** will be open to Tribal TANF program leaders and staff from all 76 programs.
- A **survey** will be administered to Tribal TANF program leaders from all 76 programs.

⁸ Examples of sensitive topics include (but not limited to): social security number; sex behavior and attitudes; illegal, anti-social, self-incriminating and demeaning behavior; critical appraisals of other individuals with whom respondents have close relationships, e.g., family, pupil-teacher, employee-supervisor; mental and psychological problems potentially embarrassing to respondents; religion and indicators of religion; community activities which indicate political affiliation and attitudes; legally recognized privileged and analogous relationships, such as those of lawyers, physicians and ministers; records describing how an individual exercises rights guaranteed by the First Amendment; receipt of economic assistance from the government (e.g., unemployment or WIC or SNAP); immigration/citizenship status.

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- **Knowledge sharing visits** will take place in-person at up to 5 Tribal TANF programs; activities during these site visits will include:
 - o **Interviews** with Tribal TANF program leaders and data staff;
 - o **Talking circles** with Tribal TANF staff and Tribal TANF participants; and
 - o **Observations** of data-related activities.

Individual respondents may take part in more than one data collection activity. For example, a Tribal TANF program director may respond to the survey, participate in a talking circle, and host a knowledge sharing site visit.

Respondents by instrument include:

- **Knowledge development talking circles (Instrument 1):** We will hold two in-person and two virtual talking circles with Tribal leaders and Tribal TANF program leaders. Up to eight respondents will be part of each circle, for a total of up to 32 Tribal Leaders and Tribal TANF program administrators. Talking circles will be open to Tribal Leaders and Tribal TANF program administrators from all 76 Tribal TANF programs. Talking circles will last up to 2 hours each.
 - o **NOTE:** Questions are identical for these two instruments, but the introductions differ based on mode and are shown as 1A and 1B.
- **Data needs assessment talking circles (Instrument 2):** We will hold two in-person and up to six virtual talking circles with Tribal TANF program leaders and staff. Up to eight respondents will be part of each circle, for a total of up to 48 Tribal TANF program leaders and staff. Talking circles will be open to representatives of all 76 Tribal TANF programs. Talking circles will last up to 2 hours each.
 - o **NOTE:** Questions are identical for these two instruments, but the introductions differ based on mode and are shown as 2A and 2B.
- **Survey (Instrument 3):** A survey will be administered to the directors of all 76 Tribal TANF programs. The survey will accept one response per program for a maximum of 76 responses. The survey is estimated to take 0.5 hours.
- **Onsite interviews with Tribal TANF program leaders (Instrument 4):** We will conduct up to five knowledge sharing site visits to Tribal TANF programs. At each site, we will interview an average of 2 Tribal TANF program leaders, for a total of up to 10 interviews with program leaders across the five sites. Interviews will last up to 1.5 hours each.
- **Onsite Interviews with Tribal TANF data staff (Instrument 5):** We will conduct up to five knowledge sharing site visits to Tribal TANF programs. At each site, we will interview an average of 2 Tribal TANF data staff, for a total of up to 10 interviews with Tribal TANF data across the five sites. Interviews will last up to 1.5 hours each.
- **Onsite observations of data processes (Instrument 6):** We will conduct up to five knowledge sharing site visits to Tribal TANF programs. At each site, we will observe an average of 2 Tribal TANF data staff, for a total of up to 10 observations of Tribal TANF data across the five sites. Observations will last up to 1.5 hours each.
- **Onsite talking circles with Tribal TANF staff (Instrument 7):** We will conduct up to five knowledge sharing site visits to Tribal TANF programs. At each site, we will conduct one talking circle with Tribal TANF staff. Up to eight staff will be part of each talking circle, for a total of up to 40 Tribal TANF staff across the five sites. Talking circles will last up to 2 hours each.
- **Onsite talking circles with Tribal TANF participants (Instrument 8):** We will conduct up to five knowledge sharing site visits to Tribal TANF programs. At each site, we will conduct one talking circle with Tribal TANF participants. Up to eight participants will be part of each talking circle, for a total of up to 40 Tribal TANF program participants. Talking circles will last up to 2 hours each.

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Estimated Annualized Cost to Respondents

The team used May 2024 U.S. Department of Labor, Bureau of Labor Statistics, Occupational Employment and Wage Statistics mean wage data as follows:

- **Tribal TANF program leaders:** \$41.39 hourly (Social and Community Service Managers; 11-9151)
- **Tribal TANF staff:** \$28.06 hourly (Community and Social Services Occupations; 21-000)

Salary.com was used to estimate an hourly wage of \$40 for **Tribal leaders** and the federal minimum wage of \$7.25 per hour was used for **Tribal TANF participants**.

For instruments with multiple types of respondents, we averaged the mean wages to assume an equal mix of each type of respondent:

- **Instruments 1:** \$40.70 (equal mix of Tribal leaders and Tribal TANF program leaders; Average mean wage: \$40.70.)
- **Instruments 2, 3:** \$34.73 (equal mix of Tribal TANF program leaders and Tribal TANF staff)
- **Instrument 4:** \$41.39 (only Tribal TANF program leaders.)
- **Instruments 5, 6, 7:** \$28.06 (only Tribal TANF staff)
- **Instrument 8:** \$7.25 (only TANF participants)

Table A12.1: Total Burden Requested Under this Information Collection

Instrument	No. of Respondents (total over request period)	No. of Responses per Respondent (total over request period)	Avg. Burden per Response (in hours)	Total Burden (in hours)	Annual Burden (in hours)	Average Hourly Wage Rate	Total Annual Respondent Cost
Instrument 1: Talking Circle Facilitator's Guide – Knowledge Development (in-person and virtual)	32	1	2	64	21	\$40.70	\$854.70
Instrument 2: Talking Circle Facilitator's Guide – Data Needs Assessment (in-person and virtual)	48	1	2	96	32	\$34.73	\$1111.36
Instrument 3: Tribal TANF Data Needs Assessment Survey	76	1	0.5	38	13	\$41.39	\$538.07
Instrument 4: Knowledge Sharing Visit Interview Protocol – Tribal TANF Program Leaders	10	1	1.5	15	5	\$41.39	\$206.95
Instrument 5: Knowledge Sharing Visit Interview Protocol – Data Staff	10	1	1.5	15	5	\$28.06	\$140.30

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Instrument 6: Knowledge Sharing Visit Data Observation (Learning Exchange) Worksheet	10	1	1.5	15	5	\$28.06	\$140.30
Instrument 7: Knowledge Sharing Visit Talking Circle Facilitator's Guide – Staff	40	1	2	80	27	\$28.06	\$757.62
Instrument 8: Knowledge Sharing Visit Talking Circle Facilitator's Guide – Participants	40	1	2	80	27	\$7.25	\$195.75
Total	266	-	-	403	135	-	\$3945.05

A13. Costs

Honoraria will be provided for Tribal TANF program staff and leaders who participate in each information collection. We propose to provide honoraria in the amounts of:

- \$50 for talking circle participants (Instruments 1A, 1B, 2A, 2B, 7, and 8),
- \$25 for survey respondents (Instrument 3)
- \$75 for interview and observation participants (Instruments 4, 5, 6).

The staff participating in these study activities would be doing so outside of their expected and regular job duties.

In a Tribal context, providing honoraria in exchange for knowledge and expertise is an essential sign of respect. Honoraria reinforce the notion that the knowledge being shared is valued, respected, and honored. Offering honoraria is important for establishing trust, which in turn is key to ensuring that research is culturally valid and ultimately obtaining scientifically rigorous data (Tribal Evaluation Workgroup, 2013). Our Active Engagement Workgroup (described above) strongly advised that it is critical to offer honoraria when working with Tribal communities.

A14. Estimated Annualized Costs to the Federal Government

The estimated total cost for the data collection activities under this current request is approximately \$370,726. The annualized cost is \$123,575. The estimate includes the costs of project staff time to collect the information, analyze the responses, and write up the results. Table A3 below shows estimated costs to the federal government by cost category.

Cost Category	Estimated Costs
Field Work	\$ 238,524
Analysis	\$44,889
Publications/Dissemination	\$87,313
Total costs over the request period	\$370,726
Annual costs	\$123,575

A15. Reasons for changes in burden

**Alternative Supporting Statement for Information Collections Designed for
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This is a new information collection request.

A16. Timeline

Activity	Date
Talking Circles – Knowledge Development	1-3 months after OMB approval
Talking Circles – Data Needs Assessment	1-9 months after OMB approval
Survey	9-12 months after OMB approval
Knowledge Sharing Visits (onsite interviews, observations, talking circles)	9-12 months after OMB approval
Interim Data Analysis – Knowledge Development	3-6 months after OMB approval
Interim Reporting – Knowledge Development	6 months after OMB approval
Interim Data Analysis – Data Needs Assessment	6-9 months after OMB approval
Interim Reporting – Data Needs Assessment	12 months after OMB approval
Final Data Analysis	12 months – 24 months after OMB approval
Final Reporting	24 months after OMB approval

A17. Exceptions

No exceptions are necessary for this information collection.

Attachments

Instrument 1A: Talking Circle Facilitator's Guide – Knowledge Development (in-person)

Instrument 1B: Talking Circle Facilitator's Guide – Knowledge Development (virtual)

Instrument 2A: Talking Circle Facilitator's Guide – Data Needs Assessment (in-person)

Instrument 2B: Talking Circle Facilitator's Guide – Data Needs Assessment (virtual)

Instrument 3: Tribal TANF Data Needs Assessment Survey

Instrument 4: Knowledge Sharing Visit Interview Protocol – Tribal TANF Program Leaders

Instrument 5: Knowledge Sharing Visit Interview Protocol – Data Staff

Instrument 6: Knowledge Sharing Visit Data Observation (Learning Exchange) Worksheet

Instrument 7: Knowledge Sharing Visit Talking Circle Facilitator's Guide –Staff

Instrument 8: Knowledge Sharing Visit Talking Circle Facilitator's Guide –Participants

Appendix A: Outreach Email for Trusted Contacts

Appendix B: Next Steps Tribal TANF Study Frequently Asked Questions

Alternative Supporting Statement for Information Collections Designed for Research, Public Health Surveillance, and Program Evaluation Purposes

Appendix C: Recruitment Email for Knowledge Development Talking Circles

Appendix D Recruitment Email for Data Needs Assessment Talking Circles

Appendix E: Recruitment Email for Data Needs Assessment Survey

Appendix F: Follow up Email for the Survey

Appendix G: Informed Consent for Study Participants

References

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