

# **Demographic and Service Utilization Data Report and Performance Measurement Data Report**

**OMB Information Collection Request  
0970 - 0614**

## **Supporting Statement Part A - Justification**

**April 2026**

**Type of Request: Revision**

Submitted By:  
Office of Early Childhood Development  
Administration for Children and Families  
U.S. Department of Health and Human Services

## **1. Circumstances Making the Collection of Information Necessary**

Section 511 of Title V of the Social Security Act authorizes the Secretary of the U.S. Department of Health and Human Services (HHS) to administer the Tribal Maternal, Infant, and Early Childhood Home Visiting (Tribal MIECHV) Program and to award grants to Indian tribes (or a consortium of Indian tribes), tribal organizations, and urban Indian organizations to conduct early childhood home visiting programs. The statute requires the Secretary to establish benchmark areas, assess grant recipient performance relative to those benchmarks, and report on program outcomes.

The Tribal MIECHV program supports evidence-based home visiting services to pregnant women and families with young children in American Indian and Alaska Native communities. The program is designed to improve maternal and child health, support child development, strengthen parenting, improve family socioeconomic status, reduce child maltreatment, and enhance school readiness.

To meet statutory and administrative requirements, the Administration for Children and Families (ACF) Office of Early Childhood Development (ECD), which administers the Tribal MIECHV program, collects information from grant recipients through the Demographic and Service Utilization Report (DSUR) and the Performance Measurement Report (PMR). The DSUR collects data on participant demographics, service utilization, and staffing, while the PMR collects data used to assess grant recipient performance in the legislatively mandated benchmark areas outlined in Section 511(d)(1)(A) of the Social Security Act. These data support federal oversight, program monitoring, the provision of technical assistance, and the preparation of required reports to Congress under Section 511 of the Social Security Act.

This request is for a revision and extension of the currently approved information collection. Proposed revisions to the DSUR are intended to reduce reporting burden, streamline data elements, and enhance clarity of reporting requirements, while maintaining ECD's ability to meet statutory and administrative requirements. The PMR is being extended with no changes to content, as the measures collected are required by statute.

## **2. Purpose and Use of the Information Collection**

The purpose of this information collection is to support ECD in monitoring and overseeing the Tribal MIECHV program. Information collected through the DSUR and the PMR provides critical data on participant characteristics, service utilization, staffing, and program performance in the legislatively mandated benchmark areas.

ECD uses the information collected to assess grant recipient performance, monitor program implementation, and ensure compliance with statutory and administrative requirements. Federal staff use these data to provide targeted training and technical assistance to Tribal MIECHV grant

recipients, identify areas for program improvement, and support ongoing program management and oversight. In addition, the data are used to prepare required reports to Congress, inform publicly available summary products such as the statutorily mandated Tribal MIECHV Outcomes Dashboard, and respond to inquiries about program operations and outcomes.

Information collected through the current DSUR and PMR has been used to monitor participant demographics and service delivery patterns, assess progress in benchmark areas, inform technical assistance efforts, and support internal and external reporting on program performance. These data have also informed programmatic decisions, including identifying opportunities to streamline reporting requirements and reduce administrative burden on grant recipients.

Under this request, ECD will continue to use the DSUR and PMR data for these purposes. Revisions to the DSUR are intended to improve the clarity and utility of the information collected while reducing reporting burden. There are no changes to the content of the PMR, and it will continue to be used to assess performance in the statutorily required benchmark areas.

### **3. Use of Improved Information Technology and Burden Reduction**

The DSUR and PMR are submitted electronically via the Tribal Home Visiting Reporting System (THVRS). The forms and guidance assist grant recipients in entering and submitting their data within this system.

THVRS is a secure, web-based reporting system that supports the collection, storage, and reporting of demographic, service utilization, and performance data. The system allows grant recipients to enter data directly, and enables ECD to review submissions, monitor data quality, and generate reports to support program oversight.

The use of THVRS reduces burden by standardizing data entry, minimizing errors through system checks, and streamlining the submission and review process. In addition, revisions to the DSUR further reduce burden by decreasing the number of required reporting tables and data elements and improving the clarity of reporting instructions.

### **4. Efforts to Identify Duplication and Use of Similar Information**

ECD has reviewed existing data sources and determined that the information collected through the DSUR and the PMR is not available from other sources in a consistent or standardized format that meets federal reporting and oversight requirements.

While grant recipients may collect similar information for their own program operations, these data are not collected in a consistent format that allows ECD to aggregate and compare information across grant recipients or meet federal reporting requirements. The DSUR and PMR are specifically designed to collect standardized aggregated data on participant demographics, service utilization, staffing, and performance in legislatively mandated benchmark areas for the Tribal MIECHV program.

ECD has made efforts to minimize duplication by aligning data collection requirements with program needs and eliminating unnecessary or redundant data elements where possible. Proposed revisions to the DSUR further reduce duplication by streamlining reporting tables and removing data elements that are no longer needed for program oversight and reporting.

## **5. Impact on Small Businesses or Other Small Entities**

The information being requested has been held to the absolute minimum required for the intended use and will not have a significant impact on small businesses or small entities.

## **6. Consequences of Collecting the Information Less Frequently**

Tribal MIECHV grant recipients are required to submit DSUR and PMR data on an annual basis to support federal oversight and meet statutory requirements under Section 511 of Title V of the Social Security Act.

If these data were not collected, ECD would be unable to monitor program implementation, assess participant characteristics and service utilization, evaluate performance in legislatively mandated benchmark areas, or fulfill required reporting to Congress. The absence of these data would significantly limit ECD's ability to ensure accountability for federal funds and carry out its oversight responsibilities.

If the information were collected less frequently, ECD's ability to track progress over time and identify trends in program performance would be reduced. This would hinder the timely provision of training and technical assistance to Tribal MIECHV grant recipients and limit ECD's ability to respond to emerging program needs. Collecting these data less frequently would also be inconsistent with program requirements and would impair ECD's ability to monitor progress and support continuous program improvement.

## **7. Special Circumstances Relating to the Guidelines of 5 CFR 1320.5**

The collection of information will be conducted in accordance with 5 CFR 1320.5. The collection of information will be conducted in accordance with 5 CFR 1320.5. The Tribal MIECHV DSUR collects race and ethnicity data to support statutory reporting requirements, including reporting to Congress on the demographic characteristics of families served, and to help the program understand who is being served and inform program oversight and monitoring under Section 511 of Title V of the Social Security Act. Accordingly, ECD collects these data to fulfill reporting expectations and to support program management.

ECD uses these data to describe participant characteristics, monitor program reach, inform technical assistance, and support reporting to Congress and other stakeholders.

ECD is aware of the updated Statistical Policy Directive No. 15 (SPD-15; effective March 28, 2024). At this time, ECD proposes to maintain the current race and ethnicity question format rather than fully adopting the updated standards as part of this revision. Updating the question would require changes to the Tribal Home Visiting Reporting System (THVRS), revisions to guidance, and coordination with grant recipients to modify local data systems, which would increase burden and risk disruption to ongoing reporting. In addition, maintaining the current format supports consistency with previously collected data for comparison over time.

ECD will continue to assess alignment with SPD-15 and plans to update in a future revision or through a non-substantive change request, consistent with the 2029 deadline.

## **8. Comments in Response to the Federal Register Notice and Efforts to Consult Outside the Agency**

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 February 25, 2026 (91 FR 9282) and provided a sixty-day period for public comment. During the notice and comment period, one comment was received.

The comment was submitted by the Association of State and Tribal Home Visiting Initiatives (ASTHVI). The commenter expressed support for ECD's efforts to reduce administrative burden, including the removal of the Quarterly Performance Report (QPR), the reduction of data elements in the DSUR and the continued use of the PMR as an annual reporting tool. The commenter also provided recommendations related to aligning the postpartum care performance measure with current clinical guidance and clarifying expectations for monthly reporting processes that have replaced the QPR. ECD reviewed and considered the comments and responses follow:

- The recommendation to align the postpartum care performance measure with current clinical guidance raises important considerations related to measure definitions, reporting timelines, and data availability across grant recipients. Changes to performance measures require careful review to ensure consistency with statutory requirements and existing reporting structures. As such, this recommendation will be considered in future updates to performance measures, which may include additional consultation with Tribal MIECHV grant recipients. No changes to the postpartum performance measure are proposed as part of this information collection request.
- With respect to monthly reporting processes, ECD will continue to provide guidance and technical assistance to grant recipients regarding expectations for data shared during monthly calls and how these processes align with DSUR and PMR reporting requirements.

In addition to the Federal Register notice, ECD consulted with Tribal MIECHV grant recipients and technical assistance providers through ongoing communication, such as regular meetings, and informal discussions. For example, ECD solicited informal feedback through an open-ended listening session on proposed changes to reporting requirements, including revisions to the DSUR and the planned discontinuation of the QPR. Participants provided input on administrative burden, clarity of reporting requirements, reporting timelines, and technical assistance needs. Feedback from these consultations informed the proposed revisions to the DSUR, including the reduction of reporting tables and data elements and the discontinuation of the QPR, as well as efforts to improve the clarity and utility of reporting requirements.

### **9. Explanation of Any Payment or Gift to Respondents**

No payments or gifts are provided to respondents.

### **10. Assurance of Confidentiality Provided to Respondents**

The information collection does not include confidential or sensitive information. ECD will keep information private to the extent permitted by law.

### **11. Justification for Sensitive Questions**

There are no questions of a sensitive nature.

### **12. Estimates of Annualized Burden Hours and Costs**

#### *Estimated Burden Hours*

The estimated burden hours for this information collection are based on prior experience with the DSUR and PMR, feedback from Tribal MIECHV grant recipients, and findings from a 2024 administrative burden assessment. Estimates reflect updates to reporting requirements, including revisions to the DSUR to reduce the number of required data reporting tables and data elements, and updated estimates for the PMR based on recent reporting experience. Also note that the QPR was removed from under this OMB number in February 2026 and replaced with quarterly calls, as approved under ACF's generic for Performance Progress Reporting (0970-0490).

The number of respondents is based on the potential number of Tribal MIECHV grant recipients, which is estimated to be 68. Each respondent submits one DSUR and one PMR annually. Estimates of time per response reflect the average time required for grant recipients to compile, review, and submit data using THVRS.

For the DSUR, the estimated average burden per response is 146 hours per respondent annually, reflecting a reduction from the previously approved estimate due to streamlining of reporting requirements. Burden for families associated with DSUR data elements not typically collected during program operations has been reduced to a minimal level, reflecting only one required data element. For the PMR, the estimated average burden per response is 151.2 hours annually, based on updated estimates informed by recent reporting experience.

These estimates represent average burden across respondents. While burden may vary slightly based on program size and complexity, ECD has taken steps to standardize reporting requirements and reduce variability where possible.

*Estimated Cost to Respondents*

The cost to respondents was calculated using the Bureau of Labor Statistics (BLS) job code for Social and Human Service Assistants [21-1093], and wage data from May 2024, which is \$22.64 per hour. To account for fringe benefits and overhead, the rate was multiplied by two, resulting in an hourly rate of \$45.28.

[https://www.bls.gov/oes/current/oes\\_stru.htm](https://www.bls.gov/oes/current/oes_stru.htm)

Information Collection Title	Total Number of Respondents	Annual Number of Responses Per Respondent	Average Burden Hours Per Response	Annual Burden Hours	Average Hourly Wage	Total Annual Cost
Tribal MIECHV Demographic Service Utilization Data Report (Grant Recipients)	68	1	146	9,928	\$45.28	\$449,539.84
Tribal MIECHV Demographic & Service Utilization Data Report (Families)	2,087	1	30 seconds	17	\$7.25	\$123.25
Tribal MIECHV Performance Measures Report	68	1	151.2	10,282	\$45.28	\$465,568.96
<b>Estimated Annual Burden and Cost Totals:</b>				<b>20,227</b>	<b>-</b>	<b>\$915,232.05</b>

**13. Estimates of Other Total Annual Cost Burden to Respondents and Record Keepers**

There are no additional costs to respondents.

**14. Annualized Cost to the Federal Government**

The estimated annualized cost to the Federal Government includes costs associated with federal staff time and contractor support required to implement, maintain, and oversee the information collection.

Costs to the Federal Government include personnel costs for federal staff involved in project oversight, data collection management, system maintenance coordination, and analysis, as well as contractor costs for maintaining and supporting THVRS.

Type of Cost	Description of Services	Annual Cost
Tribal Home Visiting Reporting System (THVRS) (Contracted)	System maintenance, modifications, data cleaning, data aggregation, and reporting system support	\$555,792
Government Program Staff (20% of 6 staff: 5 Federal Project Officers and 1 Program Analyst)	Project management and oversight, data collection coordination, technical assistance, and consultation with grant recipients	\$155,000
Total Estimated Annual Cost		\$233,000

The estimated federal staff cost includes approximately 20 percent of the time of six federal staff, including five Federal Project Officers and one Program Analyst, who support the implementation of the data collection. Responsibilities include reviewing submissions, providing technical assistance, coordinating reporting processes, and analyzing collected data.

Contractor costs include system-related activities necessary to support the full lifecycle of the information collection, including system maintenance, updates to reporting forms, data processing, and generation of reports used for program monitoring and oversight.

### 15. Explanation for Program Changes or Adjustments

This request is for a revision and extension of a currently approved information collection. Changes to the DSUR include a reduction in the number of required reporting tables and data elements, resulting in decreased reporting burden for respondents. The PMR is being extended with no changes to content; however, the estimated burden has been updated based on recent reporting experience and findings from a 2024 administrative burden assessment.

In addition, the QPR was discontinued in February 2026, further reducing overall reporting burden.

While the number of respondents has increased due to program expansion, the overall annual burden has decreased as a result of these changes.

### 16. Plans for Tabulation and Publication and Project Time Schedule

Data collected through the DSUR and PMR will be aggregated and analyzed using descriptive statistics to summarize participant characteristics, service utilization, and program performance. These analyses will support federal oversight, program monitoring, and the provision of training and technical assistance to Tribal MIECHV grant recipients.

Aggregate findings may be used in reports to Congress, internal program reports, dashboards, data briefs, and other dissemination products. Data may also be used to inform presentations, fact

sheets, and other materials that summarize program performance and outcomes. No individual-level data will be publicly released.

*Project Time Schedule*

Tribal MIECHV grant recipients submit DSUR and PMR data annually. Data collection and reporting occur on a recurring annual cycle throughout the OMB approval period.

Activity	Time Schedule
DSUR and PMR data collection period	Ongoing throughout each fiscal year
Annual DSUR and PMR submission	Due October 31 following the end of each fiscal year
Federal data review and validation	November – January following submission
Data analysis and reporting	Ongoing following data validation
Use of data for reports, technical assistance, and program oversight	Ongoing throughout the year

**17. Reason(s) Display of OMB Expiration Date is Inappropriate**

The OMB number and Expiration date will be displayed on the guidance documents.

**18. Exceptions to Certification for Paperwork Reduction Act Submissions**

There are no exceptions to the certification.