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Office of Information and Regulatory Affairs (OIRA)
Office of Management and Budget (OMB)

From: Jesse Escobar
Office of Head Start
Administration for Children and Families (ACF)

Date: June 10, 2026

Subject: Change Request – Head Start Registration Form Questions (OMB #0970-0617)

This memo requests approval of changes to the approved information collection, Head Start Registration Form Questions, approved under the Administration for Children and Families Generic for Information Collections Related to Gatherings (OMB #0970-0617).

Background

The purpose of the collections that use the Head Start Registration Form question bank is to gather appropriate information to plan Head Start related events, gatherings and resource sharing. For example, registration information collected from participants allows meeting/event organizers to plan and compile proper resources and tools for participants. Basic registration data allows participants to be contacted about the event and allows the organizers to appropriately plan for the needs of their audience (for example, by understanding the audience's familiarity with virtual meetings).

The information collection was approved in February 2026 and revised in May 2026 to include additional items. Since approval, event organizers have identified that it will likely have a broader use for event planning and registration by all Office of Head Start contracts across the approval period.

Overview of Requested Changes

This proposed change introduces new questions identified through event registration needs, including questions relevant for tribal consultations, as well as revisions to increase flexibility in response options for existing questions in the Question Bank.

There are no changes proposed to the estimated time per response.