

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

From: Monique Alcantara
Office of Community Services
Administration for Children and Families (ACF)

Date: July 29, 2026

Subject: NonSubstantive Change Request – Community Services Block Grant (CSBG) Annual Report (OMB #0970-0492)

This memo requests approval of nonsubstantive changes to the Community Services Block Grant (CSBG) Annual Report (OMB #0970-0492).

Background

The CSBG Annual Report was most recently revised and approved in December 2024. Two versions were approved, a 2.1 version that is currently in use and a 3.0 version which will be put into use in the future.

Changes in technology resulted in grant recipients having trouble when trying to submit Module 3 of the CSBG Annual Report 2.1. This is specifically due to Microsoft phasing out ActiveX.

To avoid similar issues for the next FY submission, OCS worked with a developer to update Module 3 with ActiveX removed. The content has not changed, but the design is different.

Overview of Requested Changes

This request is to update the materials in this information collection to include the redesigned Module 3. The content of Module 3 remains consistent with what is approved in the full CSBG Annual Report document but will be provided to respondents in the improved redesigned version. The redesigned version is included with the request as a supplementary document. This is specific to the CSBG Annual Report 2.1 version.