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

From: Beth Claxon
Children's Bureau
Administration for Children and Families (ACF)

Date: February 10, 2026

Subject: Change Request – Children's Bureau's Capacity Building Collaborative, Center for States Peer Group Membership Request Form (OMB #0970-0401)

This memo requests approval of changes to the approved information collection, Children's Bureau's Capacity Building Collaborative, Center for States Peer Group Membership Request Form, approved under the Generic Clearance for Collection of Routine Customer Feedback (OMB #0970-0401).

Background

The Administration for Children and Families (ACF) at the U.S. Department of Health and Human Services (HHS) obtained approval to collect subscription information from users of the Children's Bureau's (CB) Center for States (the Center) in January 2023. The Center was the national technical assistance provider and a service of the CB. The information requested ensures users receive relevant technical assistance information.

The Center contract ended on September 29, 2024, with a new data-driven assistance center, the National Child Welfare Center for Innovation and Advancement (NCWCIA) being awarded on August 30, 2024. As a result of this change, the previously approved information collection materials need to be updated to reflect the change of the provider's name and the names of the Peer Groups, now Peer Innovation and Insight Network Groups (PIINGs) offered.

Overview of Requested Changes

CB is seeking approval to update the submission materials to reflect the change in the national technical assistance provider. Instructions were also streamlined to reduce respondent burden. No substantive changes were made to the information collected in the Peer Group Membership Request Form.

The following updated materials are included with this request:

1. Submission Form:

- a. Reflects the change in name for the national technical assistance provider.
- b. Includes references to an updated Instrument 1, which includes branding-related changes and streamlined instructions but no substantive changes to the information collected.
- c. Burden estimates were reduced to reflect a reduced estimated time per response based

on streamlined instructions.

2. **Instrument 1** was modified to reflect the branding of the national technical assistance provider, streamline instructions to reduce respondent burden, and to provide the current list of Peer Innovation and Insight Network Groups to be offered.

Burden Reduction

While the revision of this instrument serves as a transition from the Center to NCWCIA, the instructions for respondents in this revised collection are streamlined and more concise, resulting in an estimated 30 percent reduction in completion time.

Time Sensitivities

Jurisdictions are aware of the PIINGs and are starting to send individual requests to be added to a PIING. NCWCIA would like to implement the updated form as soon as possible to facilitate adding child welfare professionals to the appropriate PIINGs.