

Healthy Marriage and Responsible Fatherhood Performance Measures and Additional Data Collection – Extension of Approved Collection

**OMB Information Collection Request
0970-0566**

Supporting Statement Part B

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Type of Request: Revision

Submitted By:
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U.S. Department of Health and Human Services

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

Part B

B1. Objectives

Study Objectives

The Administration for Children and Families (ACF) has had administrative responsibility for the federal funding of Healthy Marriage and Responsible Fatherhood (HMRF) Grant Programs since 2006. The authorizing legislation for the programs may be found in Section 403(a)(2) of the Social Security Act. ACF is proposing to continue performance measure data collection and reporting for the 2025 cohort of HMRF grant recipients that received five-year awards in September 2025. For the 2025 cohort, ACF revised the OMB-approved instruments used by the 2020 cohort to reflect its current priorities, better align the data with the characteristics of HMRF programs and clients, and reduce respondent burden. For further background, please see Supporting Statement A.

Generalizability of Results

The performance measure data collection and reporting described in this information collection request (ICR) is intended to present internally-valid descriptions of all HMRF programs and the populations they serve, not to promote statistical generalization to other sites or service populations.

Appropriateness of Study Design and Methods for Planned Uses

ACF requires HMRF grant recipients to collect performance measures data on their own grant operations and clients and to prepare and submit reports to ACF using those data. To facilitate these processes for grant recipients, ACF has developed a range of data collection and reporting instruments that are programmed into the nFORM (Information, Family Outcomes, Reporting, and Management) system. This web-based system allows for streamlined and standardized data collection and submission of grant recipient performance data through annual progress reports. nFORM is provided free of charge to grant recipients.

The performance measures design and methods for this request follow the previously approved approach that allows grant recipients to collect their own performance measures data using the nFORM data collection system (#0970-0566). nFORM was initially implemented with the 2015 cohort of HMRF grant recipients (0970-0460) to improve the quality of data and the efficiency of data collection and reporting. The performance measures, data collection and reporting instruments, and data collection system were revised in 2020 to reflect ACF's priorities for the 2020 cohort, better align the data with the characteristics of HMRF programs and clients, and improve the grant recipient user experience. To prepare for the 2025 cohort of HMRF grant recipients, ACF conducted an updated analysis of the measures and obtained feedback from key audiences, including HMRF grant recipients, federal staff, and program clients.

This request includes only descriptive analyses of performance measures across grant recipients to support grant recipient and ACF program monitoring and improvement.

As noted in Supporting Statement A, this information is not intended to be used as the principal basis for public policy decisions and is not expected to meet the threshold of influential or highly influential scientific information.

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B2. Methods and Design

Target Population

Using the nFORM system, each grant recipient collects data on the applicable target populations associated with their grant type. These include healthy marriage (HM) adult individuals, couples, and youth; and responsible fatherhood (RF) community and reentering fathers. (Programs serving RF community fathers may serve mothers, but they are not a target population.) The nFORM system provides data at the grant recipient, program, and individual levels. For the 2025 cohort, grant recipients are estimated to enroll about 45,000 clients per year across these target populations.

Sampling and Site Selection

No sampling or site selection techniques are employed for the performance reporting system. All HMRF grant recipients are required to collect and report on their performance using the nFORM system. A sample survey cannot be used, because it would not provide the full and complete performance measures data reflecting the experiences of all clients served across the 2025 cohort of grant recipients.

B3. Design of Data Collection Instruments

Development of Data Collection Instruments

ACF is proposing to continue the collection and reporting of performance measures for the 2025 cohort of HMRF grant recipients to have standardized information on applicant characteristics, program operations, service delivery, and client outcomes. Revisions are proposed to the OMB-approved instruments used by the 2020 cohort.

The performance measures were initially developed in 2014 after extensive review of the research literature and grant recipients' past measures. The performance measures, instruments, and nFORM system were revised in 2020 based on a targeted analysis of 2015 cohort measures, feedback from key audiences, and discussions with ACF staff and the 2015 cohort of recipients. OMB approved the revised measures and instruments in 2021 (#0970-0566), a number of non-substantive changes, and a 3-year renewal of the measures in 2024. For the 2025 cohort, ACF revised the OMB-approved instruments used by the 2020 cohort to reflect its current priorities and feedback from grant recipients and program clients, better align the data with the characteristics of HMRF programs and clients, and reduce respondent burden.

All of the instruments covered by this ICR are used to achieve the objectives described in B1. Each instrument is described in Table A.1 in Part A of this ICR, including the instrument name, respondent type, content and periodicity of instruments, and mode of administration. The data from the survey instruments and service data are used to generate the annual reports to ACF.

B4. Collection of Data and Quality Control

- a. **Who will be collecting the data?** HMRF grant recipient staff use the nFORM system for most of the data collection and reporting activities described in Table A.1 in Part A. Program clients self-administer the client surveys (Instruments 1 and 4) after grant recipient staff launch the applicable survey for each client. In some cases, client surveys are administered on paper and grant recipient staff later enter the responses into nFORM.

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- b. **What is the recruitment protocol?** Grant recipients are responsible for developing their own recruitment plans based on the populations they are serving. Recipients may use nFORM data regarding how clients were referred to the program to inform future recruitment strategies.
- c. **What is the mode of data collection?** All grant recipients are required to use the web-based nFORM system for performance measures data collection and reporting, to improve data quality and consistency across grant recipients and reduce the burden of data collection and reporting for the instruments in Instruments 1 through 5. nFORM has a user-friendly interface accessible to authorized users from any computer with internet access, allowing for ease of data entry without purchasing or installing additional software or changing the configuration of their computers. Through nFORM, grant recipient staff generate unique survey passcodes for each client when they are ready to complete an instrument. Program clients use computers or tablets (often provided by grant recipient staff) to self-administer the entrance and exit surveys in nFORM. This method presents several advantages over interviewer-administered surveys. It ensures greater privacy, and respondents will be less likely to give socially desirable responses, particularly with sensitive questions (Turner et al. 1998; Tourangeau and Smith 1996). It also reduces burden for grant recipient staff who would otherwise need to administer the surveys. To address possible literacy limitations, respondents have the option to wear headphones and listen to a recording of the questions, known as Audio Computer-Assisted Self-Interview (ACASI). nFORM allows grant recipients to generate the required quantitative performance measures for annual reporting to ACF with only the touch of a button, thereby minimizing their burden while maximizing the consistency and quality of performance data across grant recipients.
- d. **How are the data collection activities monitored for quality and consistency?** The nFORM system facilitates the collection and reporting of high-quality and consistent performance measures for all 2025 cohort HMRF grant recipients at the program and client levels. nFORM includes automatic data quality checks for numerous fields to improve data reliability. If grant recipient staff enter unusual or unlikely values in a particular field, the system will prompt users to check the value. For some fields, the response values are restricted; for others, grant recipient staff are able to override the check. In addition, nFORM includes reporting features for grant recipients that can be used to assess data quality, such as a query tool and operational reports.
- e. **What data evaluation activities are planned as part of monitoring for quality and consistency in this collection?** Grant recipients are required to designate data managers who are responsible for routinely monitoring the quality and consistency of their data collection activities using nFORM. nFORM system users will receive detailed training and technical assistance on nFORM prior to their initial use and throughout their grants. They will also have continuous access to a help desk to raise any questions regarding the performance measures, nFORM, or program improvement. Grant recipients will submit annual reports to ACF, which uses the data to assess grant recipients' progress and performance.

B5. Response Rates and Potential Nonresponse Bias

Response Rates

The instruments described in Supporting Statement Part A, Table A.1 are not designed to produce statistically generalizable findings and participation is wholly at the respondent's discretion. The data collection procedures, the nFORM system, and training and technical assistance provided to grant recipient staff described in B4 are designed to maximize response rates and data reliability. These efforts have been successful in ensuring strong response rates to date with the 2020 cohort of HMRF grant recipients. Through September 29, 2025 (the end of the 2020 cohort), grant recipients completed enrollment for 193,993 clients. Ninety-two percent of these clients completed an entrance survey and

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70 percent completed an exit survey using the OMB-approved instruments. Grant recipients also submitted performance progress reports (PPRs) to ACF using the approved templates. In addition, the data have been used to support federal and grant recipient-led evaluations of the HMRF programs.

Non-Response

As participants will not be randomly sampled and findings are not intended to be representative, non-response bias will not be calculated. Respondent demographics will be documented and reported in written materials associated with the data collection.

B6. Production of Estimates and Projections

The data will not be used to generate population estimates, either for internal use or dissemination.

B7. Data Handling and Analysis

Data Handling

Responses in Section B4 above describe how nFORM was designed to standardize and improve the reliability of the data collected and reported by grant recipients. As described in B4, design features include automatic data quality checks during data entry and automated production of quarterly performance reports using data entered in nFORM.

Data Analysis

Descriptive statistics (such as counts, percentages, means, and modes) will be computed to summarize grant recipient and client experiences for program monitoring and improvement. These analyses include client enrollment, characteristics, services received, and outcomes. Grant recipient reports and ad hoc analyses will not be made public. Comprehensive annual reports and a final report with summary statistics across grant recipients will be made public.

Data Use

The comprehensive performance measure data collected by HMRF grant recipients is a valuable resource for program monitoring and improvement, as well as for research designed to broaden understanding of HMRF programs. For example, measuring economic stability and employment status at the beginning and end of the program helps grant recipients match individual clients to economic support services and also determine whether the program appears to be meeting that service delivery goal across clients. If it is not, then grant recipients can use their performance measure data to build more robust economic support activities for their clients. Similarly, asking both HM and RF adults about their communication at the beginning and end of programming helps grant recipients target and refine services aimed at improving clients' parenting and relationship skills.

To support future research efforts, ACF and the nFORM contractor will develop a data archiving plan to identify the most appropriate entity with which to archive a restricted use file of de-identified data at the end of the grants, so that the data are accessible to interested researchers.

Existing data documentation, including the nFORM user manual and data dictionary, will be updated to reflect enhancements to the system for the 2025 cohort of grant recipients. Additional documentation will be developed as part of ACF's plan for archiving de-identified data for research purposes. This will include a communication plan with the identified archiving entity, a description of the data and

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supporting documentation, storage and security requirements, access information, analytic file formats, and a publishing schedule for the data.

B8. Contact Persons

The performance measures, instruments, and reports were developed by ACF in partnership with Mathematica. Staff at Mathematica were consulted on statistical methods, including:

Dr. Sarah Avellar
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Mathematica
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Inquiries regarding statistical aspects of the ICR should be directed to:

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Further consultations will be made with statistical experts in developing the data archiving plan.

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Attachments

APPENDIX A:	Legislative Authority
APPENDIX B:	Assumptions for Calculations of Burden Estimates
APPENDIX C:	Justification for Collection of Race/Ethnicity Data
APPENDIX D:	Response to Public Comments on Federal Register Notice
Instrument 1a:	Application Form
Instrument 1b:	Entrance Surveys
Instrument 2:	Program Operations Survey
Instrument 3:	Service Delivery Data - nFORM Service Receipt
Instrument 4:	Exit Surveys
Instrument 5:	Annual Performance Progress Report (PPR)