

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Proposed Information Collection Activity; Comment Request**

**Proposed Projects**

*Title:* Temporary Assistance for Needy Families (TANF) State Plan Guidance.

*OMB No.:* 0970-0145.

*Description:* The State plan is a mandatory statement submitted to the Secretary of the Department of Health and Human Services by the State. It consists of an outline of how the State's TANF program will be administered and operated and certain required certifications by the State's Chief Executive Officer. Its submittal triggers the State's family assistance grant

funding and it is used to provide the public with information about the program. If a State makes changes in its program, it must submit a State plan amendment.

*Respondents:* The 50 States, the District of Columbia, Guam, Puerto Rico and the Virgin Islands.

**ANNUAL BURDEN ESTIMATES**

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Total burden hours
Temporary Assistance for Needy Families (TANF) State Plan Guidance .....	54	1	33	1,782

Estimated Total Annual Burden Hours: 1,782.

In compliance with the requirements of section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995, the Administration for Children and Families is soliciting public comment on the specific aspects of the information collection described above. Copies of the proposed collection of information can be obtained and comments may be forwarded by writing to the Administration for Children and Families, Office of Administration, Office of Information Services, 370 L'Enfant Promenade, SW., Washington, DC 20447, Attn: ACF Reports Clearance Officer. E-mail address: [rsargis@acf.hhs.gov](mailto:rsargis@acf.hhs.gov). All requests should be identified by the title of the information collection.

The Department specifically requests comments on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information; (c) the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use

of automated collection techniques or other forms of information technology. Consideration will be given to comments and suggestions submitted within 60 days of this publication.

Dated: May 16, 2005.

**Robert Sargis,**

*Reports Clearance Officer.*

[FR Doc. 05-10123 Filed 5-19-05; 8:45 am]

**BILLING CODE 4184-01-M**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Proposed Information Collection Activity; Comment Request**

**Proposed Projects**

*Title:* Child and Family Services Plan, Annual Progress and Services Report, and the CFS-101, Parts I and II.

*OMB No.* 0980-0047.

*Description:* Under title IV-B, subparts 1 and 2, of the Social Security Act, States and Indian Tribes are to submit a five-year Child and Family Services Plan (CFSP) or an Annual Progress and Services Report (APSR), and an annual budget request and estimated expenditure report (CFS-101). The CFS-101 is submitted annually

with the CFSP or the APSR to apply for appropriated funds for the next fiscal year. The CFSP also includes the required State plans under section 106 of the Child Abuse Prevention and Treatment Act (CAPTA) and section 477 of title IV-E, the Chafee Foster Care Independence Program (CFCIP), of the Social Security Act (the Act).

Congress has now appropriated funds for payments to States to implement the Educational and Training Vouchers program (ETV) under section 477(a)(6) and 477(i) of the Act. The ETV program is integrated into the overall purpose and framework of the Chafee program; however, the program has a separate budget authorization and appropriation and has a Catalog of Federal Domestic Assistance (CFDA) number of 93.599. If a State does not apply for funds for the ETV program for a fiscal year by July 31 of that year, the funds will be reallocated to other States on the basis of their relative need for funds as requested.

The CFSP and the APSR are being renewed and the CFS-101 is being updated to include the request for ETV funds and to either request or release funds for reallocation.

*Respondents:* 275 (50 States, the District of Columbia, Puerto Rico, and approximately 223 possible Tribal entities).

**ANNUAL BURDEN ESTIMATES**

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Total burden hours
CFSP .....	275	1	240	66,000/5 = 13,200
APSR .....	275	1	180	49,500
CFS-101 .....	275	1	5	1,375

*Estimated Total Annual Burden Hours: 64,075.*

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The Department specifically requests comments on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information; (c) the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology. Consideration will be given to comments and suggestions submitted within 60 days of this publication.

Dated: May 16, 2005.  
**Robert Sargis,**  
*Reports Clearance Officer.*  
 [FR Doc. 05-10124 Filed 5-19-05; 8:45 am]  
**BILLING CODE 4184-01-M**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Proposed Information Collection Activity; Comment Request**

**Proposed Projects**

*Title:* Evaluation of the Refugee Social Service (RSS) and Targeted Assistance Formula Grant (TAG) Programs: Data Collection.

*OMB No.:* New Collection.  
*Description:* The Office of Refugee Resettlement (ORR) within the U.S. Department of Health and Human Services (HHS) funds the Refugee Social Services (RSS) and Targeted Assistance Formula Grant (TAG) programs, which are designed to help refugees achieve economic success quickly following their arrival in the U.S. through employment services, English-language instruction, vocational training, and other social services. ORR is sponsoring a project to (1) conduct a comprehensive evaluation of the effectiveness of ORR employability services through RSS and TAG, and (2) propose options for institutionalizing ongoing evaluation and performance assessment into the programs.

ORR is requesting OMB clearance for three methods of information collection:

(1) Interviews with state and local refugee program administrators and service providers in three sites to learn about service delivery and organizational arrangements, and with a small number of local employers who work with RSS- and TAG-funded service providers to learn about their experiences with the programs; (2) A sample of 1,125 refugees to collect data on refugees' employment and earnings outcomes; (3) Two to three focus groups with seven to ten program clients in each of the three sites to obtain customer perspectives of the services they received and their adjustment experiences.

*Respondents:* (1) Interviews will be conducted with three state refugee coordinators, voluntary agency (VOLAG) and Mutual Assistance Association (MAA) staff, local RSS and TAG service providers, and employers who employ significant numbers of refugees. (2) The respondents of the survey are refugees who have been in the United States for fewer than five years, and, thus, are eligible for RSS and TAG services. The survey relies on a mixed-mode data collection method that involves both telephone and in-person interviews. If individuals cannot be reached by phone, an attempt will be made to contact them in person. Approximately 900 of the 1,125 refugees sampled will complete the survey over a nine-week period.

(3) Respondents of the focus groups will include refugees who have received RSS-and TAG-funded services. Approximately 70 refugees will participate in the focus groups.

**ANNUAL BURDEN ESTIMATES**

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Total burden hours
Interviews with program staff .....	60	1	1	60
Interviews with employers .....	12	1	2	24
Survey of refugees .....	900	1	0.5	450
Focus group with program clients .....	70	1	2	140

*Estimated Total Annual Burden Hours: 674.*

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whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information; (c) the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology. Consideration will be given to