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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Administration for Children and Families

#### Submission for OMB Review; Comment Request

*Title:* Continued Use of the Low Income Home Energy Assistance Program (LIHEAP) Performance Data Form (LPDF).

OMB No.: 0970-0449.

*Description:* In response to the 2010 Government Accountability Office (GAO) report, *Low Income Home Energy Assistance Program—Greater Fraud Prevention Controls are Needed* (GAO-10-621), and in consideration of the recommendations issued by the Low Income Home Energy Assistance Program (LIHEAP) Performance Measures Implementation Work Group, the Office of Community Services (OCS) required the collection and reporting of the new performance measures by state LIHEAP grantees and the District of Columbia. Office of Management and Budget (OMB) approved the LIHEAP Performance Data Form (LPDF) in November 2014 (OMB Clearance No. 0970-0449) which expired on October 31, 2017. The LPDF provides for the collection of the following LIHEAP performance measures which are considered to be developmental as part of the Form.):

1. The benefit targeting index for high burden households receiving LIHEAP fuel assistance;
2. The burden reduction targeting index for high burden households receiving LIHEAP fuel assistance;
3. The number of instances where LIHEAP prevented a potential home energy crisis; and
4. The number of instances where LIHEAP benefits restored home energy.

All State LIHEAP grantees and the District of Columbia are required to complete the LPDF data through the Administration for Children and Families' web-based, data collection and reporting system, the Online Data Collection (OLDC) which is available at <https://home.grantsolutions.gov/home>. The reporting requirements will be described through OLDC.

The previously OMB-approved *LIHEAP Grantee Survey* on sources and uses of LIHEAP funds was added in 2014 to the LPDF in addition to the LIHEAP performance data. No substantive changes are being proposed for this data collection activity. A sample of the draft form is available for viewing here: <https://www.acf.hhs.gov/ocs/resource/funding-applications>.

#### Module 1. LIHEAP Grantee Survey (Required Reporting)

Module 1 of the LPDF will continue to require the following data from each state for the federal fiscal year:

- Grantee information,
- sources and uses of LIHEAP funds,
- average LIHEAP household benefits, and
- maximum income cutoffs for 4-person households for each type of LIHEAP assistance provided by each grantee for the fiscal year.

#### Module 2. LIHEAP Performance Measures (Required Reporting)

Module 2 of the LPDF will continue to require the following data from each state for the federal fiscal year:

- Grantee information,
- energy burden targeting,
- restoration of home energy service, and
- prevention of loss of home energy.

#### Module 3. LIHEAP Performance Measures (Optional Reporting)

Module 3 of the LPDF will continue to voluntarily collect the following additional information from each interested grantee for the federal fiscal year:

- Average annual energy usage,
- Unduplicated number of households using supplemental heating fuel and air conditioning,
- Unduplicated number of households that had restoration of home energy service, and

- Unduplicated number of households that had prevention of loss of home energy.

Based on the data collected in the LPDF:

- ACF will provide reliable and complete LIHEAP fiscal and household data to Congress in the Department's annual *LIHEAP Report to Congress*.

• ACF will calculate LIHEAP performance measures and report the results through the annual budget development process and in LIHEAP's annual Congressional Justification (CJ) under the Government Performance and Results Act of 1993.

- ACF and grantees will be informed about the impact LIHEAP has with respect to LIHEAP households' home energy burden (the proportion of their income spent towards their home heating and cooling bills), including information on the difference between the average recipient and high burden recipients, restoring home energy service, and preventing loss of home energy service.

• ACF will be able to respond to questions on sources and uses of LIHEAP funds from the Congress, Department, OMB, White House, and other interested parties in a timely manner.

• LIHEAP grantees will be able to compare their own results to the results for other states, as well as to regional and national results, through the Data Warehouse of the LIHEAP Performance Management website as they manager their programs.

ACF published a **Federal Register** notice on October 11, 2017 soliciting 60 days of public comment on the renewal of the LIHEAP Performance Data Form without any changes and the continuation of requiring State grantees and the District of Columbia to collection the data collection annually. No comments were received during this timeframe.

*Respondents:* 50 State LIHEAP Grantees plus the District of Columbia LIHEAP Grantee are the direct respondents.

The table below shows the estimated annual reporting burden for the LPDF. These estimates are based on a small number of interviews with grantees.

## ANNUAL BURDEN ESTIMATES

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Total burden hours
<i>Module 1: Grantee Survey</i>				
Grantees .....	51 .....	1	30 .....	1,530
<i>Module 2: Performance Measures</i>				
Grantees .....	51 .....	1	150 .....	7,650
Sub-Grantees (in states with sub-grantee managed systems) .....	100 .....	1	8 .....	800
Large Energy Vendors (largest 5 electric, 5 gas, 10 fuel oil, and 10 propane vendors per state—average).	1,530 (estimate) .....	1	8 .....	12,240
Total Annual Burden Hours .....	1,732 .....	1	Varies .....	22,220

*Additional Information:* Copies of the proposed collection may be obtained by writing to the Administration for Children and Families, Office of Planning, Research and Evaluation, 330 C Street SW, Washington, DC 20201. Attn: ACF Reports Clearance Officer. All requests should be identified by the title of the information collection. Email address: [infocollection@acf.hhs.gov](mailto:infocollection@acf.hhs.gov).

*OMB Comment:* OMB is required to make a decision concerning the collection of information between 30 and 60 days after publication of this document in the **Federal Register**. Therefore, a comment is best assured of having its full effect if OMB receives it within 30 days of publication. Written comments and recommendations for the proposed information collection should be sent directly to the following: Office of Management and Budget, Paperwork Reduction Project, Email: [OIRA\\_SUBMISSION@OMB.EOP.GOV](mailto:OIRA_SUBMISSION@OMB.EOP.GOV), Attn: Desk Officer for the Administration for Children and Families.

**Robert Sargis,**

*Reports Clearance Officer.*

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Privacy Act of 1974; Matching Program

**AGENCY:** Administration for Children and Families, Department of Health and Human Services.

**ACTION:** Notice of a new matching program.

**SUMMARY:** In accordance with subsection (e)(12) of the Privacy Act of 1974, as amended, the Department of Health and Human Services, Administration for Children and Families, Office of Planning, Research and Evaluation

(HHS/ACF/OPRE), is providing notice of a re-established matching program between the Department of Veterans Affairs (VA) and State Public Assistance Agencies (SPAAs), "Information Comparisons and Disclosure to Assist in Administering the Public Assistance Reporting Information System (PARIS) Program." The matching program provides VA pay and pension data to SPAAs, which SPAAs use to identify individual public assistance clients (applicants and recipients) who are receiving compensation and pension payments from VA, in order to determine their eligibility for benefits under HHS' Medicaid and Temporary Assistance to Needy Families (TANF) programs and the Department of Agriculture's Supplemental Nutrition Assistance Program (SNAP). HHS/ACF/OPRE facilitates the matching program, with computer assistance from the Department of Defense, Defense Manpower Data Center (DOD/DMDC).

**DATES:** The deadline for comments on this notice is February 28, 2018. The re-established matching program will commence not sooner than 30 days after publication of this notice, provided no comments are received that warrant a change to this notice. The matching program will be conducted for an initial term of 18 months (approximately February 25, 2018 through July 25, 2019) and within 3 months of expiration may be renewed for one additional year if the parties make no change to the matching program and certify that the program has been conducted in compliance with the matching agreement.

**ADDRESSES:** Interested parties may submit written comments on this notice, by mail or email, to the Director, Division of Data and Improvement, HHS/ACF Office of Planning, Research and Evaluation, 330 C Street SW,

Washington, DC 20024, [thomas.miller@acf.hhs.gov](mailto:thomas.miller@acf.hhs.gov).

#### FOR FURTHER INFORMATION CONTACT:

General questions about the matching program may be submitted to the Director, Division of Data and Improvement, HHS/ACF Office of Planning, Research and Evaluation, 330 C Street SW, Washington, DC 20024. Telephone: (202) 401-7237.

**SUPPLEMENTARY INFORMATION:** The Privacy Act of 1974, as amended (5 U.S.C. 552a), provides certain protections for individuals applying for and receiving federal benefits. The law governs the use of computer matching by federal agencies when records in a system of records (meaning, federal agency records about individuals retrieved by name or other personal identifier) are matched with records of other federal or non-federal agencies. The Privacy Act requires agencies involved in a matching program to:

1. Enter into a written agreement, which must be prepared in accordance with the Privacy Act, approved by the Data Integrity Board of each source and recipient federal agency, provided to Congress and the Office of Management and Budget (OMB), and made available to the public, as required by 5 U.S.C. 552a(o), (u)(3)(A), and (u)(4).

2. Notify the individuals whose information will be used in the matching program that the information they provide is subject to verification through matching, as required by 5 U.S.C. 552a(o)(1)(D).

3. Verify match findings before suspending, terminating, reducing, or making a final denial of an individual's benefits or payments or taking other adverse action against the individual, as required by 5 U.S.C. 552a(p).

4. Report the matching program to Congress and the OMB, in advance and