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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Submission for OMB Review; Comment Request**

*Title:* Evaluation of the Family Unification Program.

*OMB No.:* New Collection.

*Description:* The Administration for Children and Families (ACF) is proposing an information collection activity to assess the impact, through rigorous evaluation, of participation in the Family Unification Program (FUP) on child welfare involvement and child maltreatment. The Department of Housing and Urban Development (HUD) funds and administers FUP. Through the program, vouchers are provided to families for whom the lack of adequate housing is a primary factor in (a) the imminent placement of the family's

child, or children, in out-of-home care or (b) the delay in the discharge of the child, or children, to the family from out-of-home-care. The program aims to prevent children's placement in out-of-home care, promote family reunification for children placed in out-of-home care, and decrease new reports of abuse and neglect. Vouchers may also be provided to youth transitioning from foster care who do not have adequate housing, although this population is not the focus of this evaluation.

The evaluation will contribute to understanding the effects of FUP on project participants' child welfare involvement. The evaluation will be conducted in approximately ten sites, with random assignment of FUP-eligible families to program and control groups. The evaluation consists of both an impact study and an implementation study. Data collection for the impact study will be exclusively through administrative data. Data collection for the implementation study will be through site visits and collection of program data. Data collection activities will span 3 years.

Implementation study data collection will occur at three points in time: (1) Prior to the implementation ("first site visit"), (2) 6-9 months into the implementation ("second site visit",

and (3) 18-21 months into implementation ("third site visit"). Semi-structured interviews will be conducted with agency/organization management (first and second site visits) and FUP management (second and third site visits), and focus groups will be conducted with front-line staff (second and third site visits). In addition, semi-structured interviews will be conducted with parents (second and third site visits). Program data, collected using a housing status form, a referral form and questionnaires about housing assistance and other services, will be completed by frontline staff. FUP management staff will complete an online randomization tool and a form ("dashboard") to facilitate monitoring of the evaluation.

This evaluation is part of a larger project to help ACF build the evidence base in child welfare through rigorous evaluation of programs, practices, and policies. It will also contribute to HUD's understanding of how housing can serve as a platform for improving quality of life.

*Respondents:* Public housing authority staff, public child welfare agency staff, Continuums of Care (CoC) staff, other service provider staff, and the parent of families housed using FUP vouchers.

**ANNUAL BURDEN ESTIMATES**

	Total number of respondents	Annual number of respondents	Number of responses per respondent	Average burden hour per response	Annual burden hours
Guide for Recruitment with PHA and PCWA Administrators .....	30	10	1	1.00	10
Guide to Develop an Evaluation Plan for PCWA FUP Management .....	10	4	1	1.00	4
Guide to Develop an Evaluation Plan for PHA FUP Management .....	10	4	1	1.00	4
Guide for Implementation Study for PCWA Management ..	10	4	1	1.00	4
Guide for Implementation Study for PHA Management .....	10	4	1	1.00	4
Guide for Implementation Study for CoC Management .....	10	4	1	1.00	4
Guide for Implementation Study for Referral Provider Administrators .....	14	5	1	1.00	5
Guide for Implementation Study with PCWA FUP Management (Second) .....	10	4	1	1.00	4
Guide for Implementation Study for PHA FUP Management .....	10	4	1	1.00	4
Guide for Implementation Study Focus Groups with PHA Frontline Workers .....	30	10	1	1.50	15
Guide for Implementation Study for Parents (Second, Third) .....	120	40	1	1.50	60
Guide for Implementation Study Focus Groups with Frontline Workers .....	440	147	1	1.50	221
Guide for Implementation Study for PCWA FUP Management (Third) .....	10	4	1	1.00	4
Guide for Implementation Study for Service Provider Management .....	18	6	1	1.00	6
Housing Status Form .....	616	206	31	0.04	255
Referral Form .....	200	67	6	0.17	68
Randomization Tool .....	10	4	106	0.02	9
Housing Assistance Questionnaire .....	200	67	3	0.09	18
Ongoing Services Questionnaire .....	200	67	3	0.09	18
Dashboard .....	20	7	27	0.17	32

ANNUAL BURDEN ESTIMATES—Continued

	Total number of respondents	Annual number of respondents	Number of responses per respondent	Average burden hour per response	Annual burden hours
Administrative Data List .....	30	10	2	5.00	100

*Estimated Total Annual Burden Hours:* 849.

*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: OPRE Reports Clearance Officer. All requests should be identified by the title of the information collection. Email address: [OPREinfocollection@acf.hhs.gov](mailto:OPREinfocollection@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.

**Mary B. Jones,**

*ACF/OPRE Certifying Officer.*

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Submission for OMB Review: Updates to Approved Information Collection**

**AGENCY:** Office of Planning, Research, and Evaluation; ACF; HHS.

**ACTION:** Public comment request.

*Title:* Evaluation of Employment Coaching for TANF and Other Low-Income Populations (0970-0506).

**SUMMARY:** The Administration for Children and Families (ACF) is proposing an increase in the number of sites for data collection activities to be conducted as part of the Evaluation of Employment Coaching for TANF and Other Low-Income Populations. The Office of Management and Budget (OMB) Office of Information and Regulatory Affairs approved this information collection in March 2018 (0970-0506). As approved, we planned to include three employment programs. We have since identified three additional employment programs to include in the study. This Notice provides the opportunity for public comment on the addition of three sites.

This study will provide an opportunity to learn more about the potential of coaching to help clients achieve self-sufficiency and other desired employment-related outcomes.

The programs included in the study are Temporary Assistance for Needy Families (TANF) agencies and other public or private employment programs that serve low-income individuals.

Selected sites include a robust coaching component and have the capacity to conduct a rigorous impact evaluation, among other criteria. This study will provide information on whether coaching helps people obtain and retain jobs, advance in their careers, move toward self-sufficiency, and improve their overall well-being. To meet these objectives, this study includes an impact and implementation study.

The impact study involves participants being randomly assigned to either a “program group,” who will be paired with a coach, or to a “control group,” who will not be paired with a coach. The effectiveness of the coaching will be determined by differences between members of the program and control groups in outcomes such as obtaining and retaining employment, earnings, measures of self-sufficiency, and measures of self-regulation.

The implementation study will document coaching practices, describe lessons learned from implementing coaching, and enhance interpretation of the impact study findings.

The proposed information collection activities have not changed since OMB/OIRA approval. The only change to this information collection is to add three additional sites.

*Respondents:* Program staff and individuals enrolled in the Evaluation of Employment Coaching for TANF and Other Low-Income Populations. Program staff may include coaches, case managers, workshop instructors, job developers, supervisors, and managers. All participants will be able to opt out of participating in the data collection activities.

ANNUAL BURDEN ESTIMATES

Instrument	Original request: Total number of respondents	Updated request: Total number of respondents	Updated request: Annual number of respondents	Number of responses per respondent	Average burden hours per response	Updated request: Annual burden hours
Baseline data collection—study participants .....	6,000	6,000	2,000	1	.33	660
Baseline data collection—staff .....	60	60	20	100	.33	660
First follow-up survey .....	2,400	4,800	1,600	1	1	1,600
Semi-structured staff interviews .....	66	132	44	1	1.5	66
Staff survey .....	48	96	32	1	.75	24
In-depth participant interviews .....	24	48	16	1	2.5	40
Staff reports of program service receipt ..	30	60	20	5,200	.03	3,120
Video recordings of coaching sessions ...	27	54	18	10	.1	18