

*Estimated Total Annual Burden Hours:* 114.

**Authority:** 42 U.S.C. 5141.

**Mary B. Jones,**

*ACF/OPRE Certifying Officer.*

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Administration for Children and Families

#### Proposed Information Collection Activity; Evaluation of the Child Welfare Capacity Building Collaborative (New Collection)

**AGENCY:** Children's Bureau, Administration for Children and Families; HHS.

**ACTION:** Request for public comment.

**SUMMARY:** The Children's Bureau, Administration for Children and Families (ACF), U.S. Department of Health and Human Services (HHS), is proposing to collect data for an evaluation of the services provided to child welfare jurisdictions and Court Improvement Programs (CIP) by the Child Welfare Capacity Building Collaborative. This study uses instruments that build on previously approved OMB instruments, including satisfaction surveys, assessment tools, interview protocols, and service-specific feedback forms (OMB #0970-0484, expiration 11/30/22; OMB #0970-0494, expiration 2/28/23).

**DATES:** *Comments due within 60 days of publication.* In compliance with the requirements of the Paperwork Reduction Act of 1995, ACF is soliciting public comment on the specific aspects of the information collection described above.

**ADDRESSES:** Copies of the proposed collection of information can be obtained and comments may be forwarded by emailing [infocollection@acf.hhs.gov](mailto:infocollection@acf.hhs.gov). Alternatively, copies can also be obtained by writing to the Administration for Children and Families, Office of Planning, Research, and Evaluation (OPRE), 330 C Street SW, Washington, DC 20201, Attn: ACF Reports Clearance Officer. All requests, emailed or written, should be identified by the title of the information collection.

#### SUPPLEMENTARY INFORMATION:

**Description:** The Capacity Building Collaborative includes three centers (Center for States, Center for Tribes, Center for Courts) funded by the Children's Bureau to provide national

child welfare expertise and evidence-informed training and technical assistance services to state, tribal, and U.S. territorial public child welfare agencies and CIP. The Centers offer services including Web-based content and resources, product development and dissemination, self-directed and group-based training, virtual learning and peer networking events, and tailored consultation, coaching, and facilitation ("tailored services"). Centers' services will be evaluated by Center-specific evaluations and a cross-Center evaluation. *The cross-Center evaluation* will examine collaboration across and within Centers; how well Centers have established themselves nationally, and how the child welfare field perceives their expertise, credibility, and value; what services are delivered by the Centers, and how well they are defined; service recipient satisfaction with service quality; child welfare jurisdiction and federal staff's experiences of assessment and work planning services offered by Centers; effectiveness of Center services; how Centers apply a common "change management approach" in their work; what affects child welfare jurisdiction engagement with and use of Center services; and the costs of Center services. *The Center for States' evaluation* consists of data collection around two research questions and five sub-studies. The research questions focus on understanding usefulness, relevance, and satisfaction from a stakeholder perspective, as well as outcomes of all services, with a focus on tailored services. The sub-studies assess organizational capacities, child welfare policy and practice, and outcomes for children and families. *The Center for Tribes' evaluation* will examine the extent to which the Center provides effective, culturally responsive services that meet the needs of tribal child welfare programs; the satisfaction of service recipients with service quality; and service outcomes for tribal child welfare programs and stakeholders. *The Center for Courts' evaluation* will assess satisfaction with and effectiveness of service delivery; progress toward meeting Center goals and the needs of CIP to promote continuous quality improvement (CQI); and increased knowledge, collaboration, and capacity to improve court performance and child and family outcomes.

Proposed *cross-Center evaluation data sources* for this effort include (1) a survey to assess child welfare staff perceptions of the outcomes of

intensive<sup>1</sup> courses of tailored services and their satisfaction with those services, completed by a project team lead with input from the rest of the team; (2) a survey to assess child welfare staff perceptions of the outcomes of brief courses of tailored services, for use with tribes and CIP;<sup>2</sup> (3,4,5) a leadership interview protocol administered to all state/territory child welfare directors and to tribal child welfare directors and CIP coordinators receiving services from the Centers; (6) a collaboration and communication survey administered twice to Center staff/contractors and their federal partners to understand whether factors that support collaboration are in place and improving over time; (7) a survey to assess whether collaborative teams for specific projects and/or communication teams exhibit signs of healthy collaboration; and (8) a survey to assess child welfare jurisdiction staff satisfaction with the assessment and work planning services provided by Centers.

*Center for States' data sources* include (1) a registration form for participation in virtual events; (2,3) a survey to gather feedback from participants in brief service events of 100+ registrants, and a follow-up survey to measure outcomes 3 months later; (4) a short poll for use by participants in brief service events with fewer than 100 registrants; (5) a peer learning group survey to gather feedback to inform program planning; (6) a survey to measure satisfaction with learning experiences; (7) a protocol for interviewing staff in jurisdictions receiving intensive services; (8) a protocol for use with state project leads to capture feedback following meetings associated with intensive projects, for use in a fidelity study; (9) a tailored services brief project survey to inform outcome reporting and CQI; (10) a survey of participants in peer-to-peer events to inform project planning; and (11) a jurisdiction interview protocol for a longitudinal ethnographic sub-study of several intensive projects. *Center for Tribes' data sources* include (1) a form for tribes requesting Center services; (2) an inquiry form for Center staff to collect information on services the tribe requests; (3) a demographic survey to provide information about the tribal child welfare program; (4) a "needs and fit exploration tool-phase 1" to gather information to decide if the tribe's request meets criteria for services; (5) a

<sup>1</sup> Intensive services typically last 9 or more months and involve 20 or more hours of service.

<sup>2</sup> The Center for States will administer its own, similar survey for use with state respondents.

“needs and fit exploration tool-phase 2” for use when meeting with tribes whose service request has been approved; (6,7) a Tribal Child Welfare Leadership Academy Self-Assessment (pre- and post-training versions); and (8) a feedback survey to measure satisfaction with Center webinars. *Center for Courts’ data sources* include (1) a survey to assess the usefulness of CQI workshops and perceived knowledge gained from participating in them; (2) a survey to

assess participant satisfaction with Judicial and Attorney Academies and perceived knowledge gained; and (3) a pre-post survey to assess knowledge gained from the Academies and to provide exposure to material tailored to the participant’s knowledge. *Respondents:* Respondents to the data collection instruments will include (1) child welfare and judicial professionals that use the Centers’ web pages, products, and online courses; participate in virtual or in-person

trainings or peer events; and/or receive brief or intensive, tailored services from the Centers; (2) state child welfare directors, tribal child welfare directors, and CIP coordinators receiving services from the Centers; (3) directors, staff, and consultants of the three Capacity Building Centers; and (4) federal staff.

**Annual Burden Estimates**

The proposed data collection will span 3 years.

Instrument	Total number of respondents	Total number of responses per respondent	Average burden hours per response	Total burden hours	Annual burden hours
Cross-Center: Outcomes of and Satisfaction with Tailored Services Survey (Intensive projects)—team lead’s completion of survey .....	120	1	0.25	30	10
Cross-Center: Outcomes of and Satisfaction with Tailored Services Survey (Intensive projects)—input from other members of the team .....	576	1	0.17	98	33
Cross-Center: Outcomes of Tailored Services Survey (Brief projects) .....	150	1	0.05	8	3
Cross-Center: Leadership Interview—States and Territories .....	43	2	1	86	29
Cross-Center: Leadership Interview—CIPs .....	37	2	1	74	25
Cross-Center: Leadership Interview—Tribes .....	14	2	1.25	35	12
Cross-Center: Collaboration and Communication Survey—Center staff .....	200	1	0.22	44	15
Cross-Center: Collaboration Project Team Survey .....	120	1	0.23	28	9
Cross-Center: Assessment and Work Planning Survey—Jurisdiction Staff .....	130	1	0.15	20	7
Center for States: Event Registration .....	13,500	1	0.03	405	135
Center for States: Brief Event Survey .....	1,500	1	0.1	150	50
Center for States: Event Follow-up Survey .....	1,500	1	0.08	120	40
Center for States: Event Poll .....	300	1	0.03	9	3
Center for States: Peer Learning Group Survey .....	300	1	0.33	99	33
Center for States: Learning Experience Satisfaction Survey .....	975	1	0.33	322	107
Center for States: Jurisdiction Interview Protocol .....	90	1	1	90	30
Center for States: Fidelity Study: State Lead Debrief Questions .....	108	1	0.25	27	9
Center for States: Tailored Services Brief Project Survey .....	150	1	0.13	20	7
Center for States: Peer to Peer Event Survey .....	60	1	0.08	5	2
Center for States: Longitudinal Ethnographic Sub-study Jurisdiction Interview .....	45	2	1	90	30
Center for Tribes: Request for Services Form .....	100	1	1	100	33
Center for Tribes: Inquiry Form .....	200	1	0.08	16	5
Center for Tribes: ICW Demographic Survey .....	60	1	1.75	105	35
Center for Tribes: Needs and Fit Exploration Tool Phase 1 .....	150	1	2	300	100
Center for Tribes: Needs and Fit Exploration Tool Phase 2 (Process Narrative) .....	80	1	3	240	80
Center for Tribes: Tribal Child Welfare Leadership Academy Pre-Training Self-Assessment .....	240	1	0.5	120	40
Center for Tribes: Tribal Child Welfare Leadership Academy Post-Training Self-Assessment .....	240	1	0.5	120	40
Center for Tribes: Universal Services Webinar Feedback Survey .....	400	1	0.08	32	11
Center for Courts: CQI Workshop Feedback Survey .....	240	1	0.07	17	6
Center for Courts: Academy Feedback Survey .....	600	1	0.07	42	14
Center for Courts: Pre/Post Academy Assessment .....	600	2	0.22	264	88

*Estimated Total Annual Burden Hours: 1,041.*

*Comments:* 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.

**Authority:** Sec. 5106, Pub. L. 111–320, the Child Abuse Prevention and Treatment Act Reauthorization Act of 2010, and titles IV–B and IV–E of the Social Security Act.

**Mary B. Jones,**

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Submission for OMB Review; Human Services Programs in Rural Contexts Study**

**AGENCY:** Office of Planning, Research, and Evaluation, Administration for Children and Families, HHS.

**ACTION:** Request for public comment.

**SUMMARY:** The Administration for Children and Families (ACF) at the U.S. Department of Health and Human Services is proposing to collect data on the challenges and unique opportunities of administering human services programs in rural contexts. Case studies of 12 communities, in combination with analysis of administrative data and qualitative comparative analysis of the qualitative data, will provide ACF with a rich description of human services programs in rural contexts and provide ACF opportunities for strengthening human services programs’ capacity to promote the economic and social wellbeing of individuals, families, and communities in rural contexts.

**DATES:** *Comments due within 30 days of publication.* OMB must make a decision about 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.

**ADDRESSES:** Written comments and recommendations for the proposed information collection should be sent within 30 days of publication of this notice to [www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular information collection by selecting

“Currently under 30-day Review—Open for Public Comments” or by using the search function.

**SUPPLEMENTARY INFORMATION:**

*Description:* ACF proposes to conduct key informant interviews during site visits to 12 rural communities. While ACF intends to conduct on-site visits, if the current COVID–19 pandemic makes it too difficult to travel safely, we will conduct these interviews virtually. This study will involve four data collection instruments:

- *Site Visit Planning Template.* Each Project Director (or their designee) will complete a Site Visit Planning Template to assist the study team in scheduling site visit interviews.

- *Three Site Visit Discussion Guides.* To systematically capture data on challenges and unique opportunities, the study team will conduct interviews with (1) project directors and leaders from human services organizations, (2) staff from the human services and partner organizations, and (3) staff from nonprofit and partner organizations that support individuals who utilize human services.

*Respondents:* Human services project directors and leadership staff, human services program staff, and staff from nonprofit organizations and partners that provide support to individuals who utilize human services.

**ANNUAL BURDEN ESTIMATES**

Instrument	Number of respondents (total over request period)	Number of responses per respondent (total over request period)	Avg. burden per response (in hours)	Total burden (in hours)	Annual burden (in hours)
In-Person Site Visit Planning Template (Instrument 1a); or Virtual Site Visit Planning Template (Instrument 1b) .....	12	1	2	24	12
Project Directors and Leaders Site Visit Discussion Guide (Instrument 2) .....	60	1	2	120	60
Staff Site Visit Discussion Guide (Instrument 3) .....	108	1	1.5	162	81
Nonprofit or Partner Organizations Site Visit Discussion Guide (Instrument 4) .....	72	1	1	72	36

*Estimated Total Annual Burden Hours:* 189.

**Authority:** 42 U.S.C. 613, 42 U.S.C. 1397, 42 U.S.C. 711, and 42 U.S.C. 603(a)(2).

**Mary B. Jones,**

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**[OMB No. 0970–0449]**

**Proposed Information Collection Activity; Renewal of the Low Income Home Energy Assistance Program (LIHEAP) Performance Measures**

**AGENCY:** Office of Community Services, Administration for Children and Families, HHS.

**ACTION:** Request for public comment.

**SUMMARY:** The Administration for Children and Families (ACF) is requesting reinstatement of the Low Income Home Energy Assistance Program (LIHEAP) Performance Measures (Office of Management and Budget (OMB) #0970–0449, expiration date March 31, 2021) with changes. Changes include a single addition of a field to capture a potential additional source of funding, and other minor changes to the most recent version of this form.