



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Administration for Children and Families

**Submission for OMB Review; Child and Family Services Plan,
Annual Progress and Services Report, and Annual Budget
Expenses Request and Estimated Expenditures (CFS-101)
(0970-0426)**

AGENCY: Children's Bureau; Administration for Children and Families; United States Department of Health and Human Services.

ACTION: Request for public comment.

SUMMARY: The Administration for Children and Families (ACF) is requesting a 3-year extension of the collection of information under the Child and Family Services Plan (CFSP), the Annual Progress and Services Report (APSR), and the Annual Budget Expenses Request and Estimated Expenditures (Child and Family Services (CFS)-101): Office of Management and Budget (OMB) #0970-0426, expiration September 30, 2023. There are minor changes to the CFS-101 form and no changes to the burden hours.

DATES: *Comments due within 30 days of publication.* 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.

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. Find this particular information collection by selecting "Currently under 30-day Review-Open for Public Comments" or by using the search function. You can also obtain copies of the proposed collection of information by emailing infocollection@acf.hhs.gov. Identify all emailed requests by the title of the information collection.

SUPPLEMENTARY INFORMATION:

Description: Under title IV-B, subparts 1 and 2, of the Social Security Act (the Act), States, Territories, and tribes are required to submit a CFSP. The CFSP lays the groundwork for a system of coordinated, integrated, and culturally relevant family services for the subsequent 5 years (45 CFR 1357.15(a)(1)). The CFSP outlines initiatives and activities the State, Tribe or Territory will carry out in administering programs and services to promote the safety, permanency, and well-being of children and families, including, as applicable, those activities conducted under the John H. Chafee Foster Care Program for Successful Transition to Adulthood (section 477 of the Act); and the State grant authorized by the Child Abuse Prevention and Treatment Act (CAPTA). By June 30 of each year, States, Territories, and Tribes are also required to

submit an APSR and a financial report called the CFS-101. The APSR is a yearly report that discusses progress made by a State, Territory or Tribe in accomplishing the goals and objectives cited in its CFSP (45 CFR 1357.16(a)). The APSR contains new and updated information about service needs and organizational capacities throughout the 5-year plan period and includes information on the use of the Family First Transition Grants and Funding Certainty Grants authorized by the Family First Transition Act included in Public Law 116-94. The CFS-101 has three parts. Part I is an annual budget request for the upcoming fiscal year. Part II includes a summary of planned expenditures by program area for the upcoming fiscal year, the estimated number of individuals or families to be served, and the geographical service area. Part III includes actual expenditures by program area, numbers of families and individuals served by program area, and the geographic areas served for the last complete fiscal year.

Respondents: States, Territories, and Tribes must complete the CFSP, APSR, and CFS-101. Tribes and Territories are exempted from the monthly caseworker visits reporting requirement of the CFSP/APSR. There are approximately 180 tribal entities that currently receive IV-B funding. There are 53 States (including Puerto Rico, the District of Columbia, and the Virgin Islands)

that must complete the CFSP, APSR, and CFS-101. There are a total of 233 possible respondents.

Annual Burden Estimates

Instrument	Total Number of Respondents	Total Number of Responses Per Respondent	Average Burden Hours Per Response	Total Burden Hours	Annual Burden Hours
APSR	233	3	82	57,318	19,106
CFSP	47	1	123	5,781	1,927
CFS-101, Part I, II, and III	233	3	5	3,495	1,165
Caseworker Visits	53	3	99.33	15,794	5,265

Estimated Total Annual Burden Hours: 27,463

Authority: Title IV-B, subparts 1 and 2 of the Social Security Act (the Act), and title IV-E, section 477 of the Act; sections 106 and 108 of CAPTA (42 U.S.C. 5106a. and 5106d.); and Public Law 116-94, the Family First Transition Act within section 602, subtitle F, title I, division N of the Further Consolidated Appropriations Act, 2020.

Mary B. Jones,
ACF/OPRE Certifying Officer.

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