



**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Submission for Office of Management and Budget Review; Head  
Start Grant Application (Office of Management and Budget  
#0970-0207)**

**AGENCY:** Office of Head Start, Administration for Children  
and Families, U.S. Department of Health and Human Services.

**ACTION:** Request for Public Comments.

**SUMMARY:** The Administration for Children and Families  
(ACF) is requesting a 3-year extension of the Grant  
Application Instrument and Instructions (Office of  
Management and Budget (OMB) #0970-0207, expiration June 30,  
2025). The updated grant application reduces the amount of  
documentation required from grant recipients, both in the  
baseline application and the continuation application, by  
reducing the number of required documents to support the  
application and reducing the amount of required information  
in the program and budget justification narrative. The  
goal of these changes is to reduce grant recipient burden.

**DATES:** *Comments due [INSERT DATE 30 DAYS AFTER DATE OF  
PUBLICATION IN THE FEDERAL REGISTER].* OMB must decide  
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 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](mailto:infocollection@acf.hhs.gov). Identify all emailed requests by the title of the information collection.

**SUPPLEMENTARY INFORMATION:**

*Description:* To receive Head Start funding, Head Start grant recipients must apply for such funds through this information collection. The information submitted by applicants assist program and grant officials in determining whether the applicant meets the requirements for funding under the Act including any requirements specified in annual appropriations by Congress. The updated grant application reduces the amount of documentation required from grant recipients, both in the baseline application and the continuation application, by reducing the number of required documents to support the application and reducing the amount of required information in the program and budget justification narrative. The

goal of these changes is to reduce grant recipient burden, and the burden estimates below have been updated to reflect this.

*Respondents:* Head Start grant recipients.

*Annual Burden Estimates*

Instrument	Total Number of Respondents	Total Number of Responses Per Respondent	Average Burden Hours Per Response	Annual Burden Hours
Head Start Grant Application	1,600	2	20	64,000

**Authority:** 42 U.S.C. 9801 et seq.

**Mary C. Jones,**  
*ACF/OPRE Certifying Officer.*

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