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4184-27-P

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Administration for Children and Families

[Office of Management and Budget #: 0970-0382]

Proposed Information Collection Activity; Community Services Block Grant Model State Plan Applications

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

ACTION: Request for Public Comments.

SUMMARY: The Office of Community Services (OCS), Administration for Children and Families (ACF) requests a 3-year extension of the Community Services Block Grant (CSBG) State Plan, CSBG Eligible Entity Master List, and the American Customer Survey Index (ACSI) forms (Office of Management and Budget (OMB) #: 0970-0382, expiration August 31, 2027). There are changes requested to these information collections to reduce burden.

DATES: Comments due [**INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER**].

ADDRESSES: 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. You can obtain copies of the proposed collection of information and submit comments by

emailing infocollection@acf.hhs.gov. Identify all requests by the title of the information collection.

SUPPLEMENTARY INFORMATION:

Description: Section 676 of the CSBG Act requires states, including the District of Columbia and the Commonwealth of Puerto Rico, and U.S. territories applying for CSBG funds to submit an application and plan (**CSBG State Plan**). The CSBG State Plan must meet statutory requirements prior to OCS awarding CSBG grant recipients (states and territories) with CSBG funds. Grant recipients have the option to submit a detailed plan annually or biannually. Grant recipients that submit a biannual plan must provide an abbreviated plan the following year if substantial changes to the initial plan occur. OCS is requesting revisions to this form to reduce burden.

OCS is also requesting to extend approval of the following information collections, with minimal changes proposed:

- **CSBG Eligible Entity List.** In alignment with federal requirements, OCS requests that all grant recipients continue to keep their CSBG Eligible Entity List current, to include maintaining an accurate listing of the CSBG sub-grant recipients (CSBG eligible entities) and current Unique Entity Identifier for each recipient listed. With the revisions proposed this year, OCS is also requesting that states include

satellite offices, as applicable, for all CSBG sub-grant recipients.

- **Optional survey for the sub-grant recipients (or CSBG-eligible entities).** ACSI is administered biennially. OCS uses the ACSI survey for eligible entities as part of the CSBG performance management framework. The survey focuses on the customer service that the CSBG sub-grant recipients receive from the CSBG grant recipients. The survey is optional, and this will be the eighth time that CSBG sub-grant recipients have the option to complete the survey. There were minimal revisions to the survey.

Respondents: State governments, including the District of Columbia and the Commonwealth of Puerto Rico and U.S. territories, and local level sub-grant recipients.

Annual Burden Estimates

Information Collection	Total Number of Respondents	Annual Number of Responses Per Respondent	Average Burden Hours Per Response	Annual Burden Hours
CSBG State Plan	56	1	18	1,008
CSBG Eligible Entity List	56	1	2	112
Estimated Total Annual Burden Hours for CSBG Grant Recipients:				1,064
	1,000	0.33	0.15	16.5
Estimated Total Annual Burden Hours for CSBG sub-grant recipients:				16.5
Estimated Total Annual Burden Hours for ALL respondents:				1,136.5

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: Section 676, Pub. L. 105-285, 112 Stat. 2735 (42 U.S.C. 9908)

Samantha L. Illangasekare,
ACF/OPRE Certifying Officer.

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