

*Respondents:* Care provider grantees and contractors

ANNUAL BURDEN ESTIMATES

Form	Annual number of respondents	Number of responses per respondent	Average burden hours per response	Total annual burden hours
Individual Section 504 Service Plan (Form S-25) .....	300	7	3	6,300

*Authority:* 6 U.S.C. 279; 8 U.S.C. 1232; 45 CFR 410; *Flores v. Reno* Settlement Agreement, No. CV85-4544-RJK (C.D. Cal. 1996); *Lucas R. et al v. Becerra et al* (Case No. 2:18-CV-05741 DMG PLA) Disabilities Settlement Agreement.

**Mary C. Jones,**  
*ACF/OPRE Certifying Officer.*  
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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Submission for Office of Management and Budget Review; Request for Certification of Adult Victims of Human Trafficking**

**AGENCY:** Office on Trafficking in Persons; 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), Office on Trafficking in Persons (OTIP) is requesting a 3-year extension of the form: Request for Certification of Adult Victims of Human Trafficking (RFC) form (Office of Management and Budget (OMB) #: 0970-0454, expiration April 30, 2025).

**DATES:** *Comments due* May 29, 2025. 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). All emailed requests should be identified by the title of the information collection.

**SUPPLEMENTARY INFORMATION:**

*Description:* The U.S. Department of Health and Human Services (HHS) provides letters of certification to victims of severe forms of trafficking in persons under the authority of the Trafficking Victims Protection Act (TVPA) of 2000, as amended 22 U.S.C. 7105(b)(1)(C) and (E). HHS delegated this authority to OTIP. Certification is required for adult victims of human trafficking in the U.S. to apply for federally funded benefits and services.

OTIP developed The Request for Certification of Adult Victims of Human Trafficking (RFC) form for potential victims and their advocates, including case managers, attorneys, law enforcement officers, service providers, and other representatives to provide the required information for certification to HHS in accordance with the TVPA of 2000, as amended.

Since the RFC form originally received clearance, OTIP modernized its request process and launched Shepherd, an online case management system, to process requests for certification and

assistance. The PDF version of the form should only be used in exceptional circumstances when the online case management system is inaccessible. If a requester encounters issues submitting a request through Shepherd, they may submit the RFC form to OTIP as a password protected PDF to [Trafficking@acf.hhs.gov](mailto:Trafficking@acf.hhs.gov).

The form asks the requester for their identifying information, identifying information for the individual who experienced trafficking victimization in the event the form is submitted by a case manager, and information describing the victim’s case management service needs.

*Respondents:* Potential victims of a severe form of trafficking in persons and their advocates, including case managers, attorneys, law enforcement officers, service providers, and other representatives.

*Annual Burden Estimates:* The fluctuation in certification letters issued by HHS primarily reflects changing patterns in law enforcement investigations and the number of T visas and Continued Presence status issued by the Department of Homeland Security. Burden estimates have been calculated based on the average number of RFCs received and certification letters issued over the last two periods that the information collection has been in effect (fiscal year 2019 to 2024). Over the course of this time, OTIP has received approximately 8–12 RFCs per week (416–624 RFCs per year) and issued an average of 525 certification letters per year. The time to complete the RFC remains the same. Burden estimates for this collection have been revised, accordingly.

Instrument	Total number of respondents	Total number of responses per respondent	Average burden hours per response	Total burden hours	Annual burden hours
Request for Certification of Adult Victims of Human Trafficking .....	1,872	1	1	1,872	624

Authority: 22 U.S.C. 7105.

Mary C. Jones,

ACF/OPRE Certifying Officer.

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Submission for Office of Management and Budget Review; ACF-801: Child Care and Development Fund (CCDF) Quarterly Case-Level Report (Office of Management and Budget #0970-0167)**

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

**ACTION:** Request for public comments.

**SUMMARY:** The Office of Child Care (OCC), Administration for Children and Families (ACF) is requesting a 3-year

extension of the form ACF-801: CCDF Quarterly Case-Level Report (OMB #0970-0167, expiration 4/30/2025). OCC proposes changes to the reporting requirements to combine race and ethnicity into a single category. OCC had previously proposed additional changes but has dropped those proposals to be responsive to public comment and limit administrative burden.

**DATES:** *Comments due* May 29, 2025. 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. 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:** The ACF-801 provides monthly case-level data on the children and families receiving direct child care services under CCDF. The ACF-801 case-level data are reported either monthly or quarterly. New instructions for reporting race and ethnicity will provide improved data quality and uniformity of information collected that is consistent with OMB guidance.

**Respondents:** State and Territory Lead Agencies.

**Annual Burden Estimates**

ACF has increased its burden estimate from the level contained in a prior **Federal Register** notice (dated November 5, 2024) to fully account for estimated administrative burden.

Instrument	Total number of respondents	Annual number of responses per respondent	Average burden hours per response	Annual
ACF-801: CCDF Quarterly Case-Level Report .....	56	4	25	5,600

Authority: Section 658K of the Child Care and Development Block Grant Act (42 U.S.C. 9857 *et seq.*); regulations 45 CFR 98.70 and 98.71.

Mary C. Jones,

ACF/OPRE Certifying Officer.

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

[OMB #0970-0449]

**Submission for Office of Management and Budget (OMB) Review; Low Income Home Energy Assistance Program (LIHEAP) Performance Data Form**

**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 Administration for Children and Families (ACF) Office of Community Services (OCS) within the

U.S. Department of Health and Human Services (HHS) is requesting an extension without change to the current version of the Low Income Home Energy Assistance Program (LIHEAP) Performance Measures (OMB #0970-0449) for use through June 30, 2025, and for approval of a revised version to use beginning July 1, 2025.

**DATES:** *Comments due* May 29, 2025. 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:** OCS administers LIHEAP at the federal level. The *LIHEAP Performance Data Form (LPDF)* is an annual report in response to Section 2610(b) of the Low-Income Home Energy Assistance Act of 1981 [42 U.S.C. 8629(b)] (LIHEAP statute), which requires the Secretary of HHS to submit, no later than June 30 of each federal fiscal year, a report to Congress on the impact of LIHEAP on recipient and eligible households for the prior federal fiscal year. The completeness, accuracy, consistency, and timeliness of responses to data collections are needed for HHS to do the following:

- Provide reliable and complete fiscal and household data to Congress in the Department’s *LIHEAP Report to Congress* for the federal fiscal year; and
- Respond to questions from the Congress, Department, OMB, White House, and other interested parties in a timely manner; and
- Report LIHEAP performance results as part of the Administration’s annual Congressional Justification.

In response to the 2010 Government Accountability Office (GAO) report, *Low Income Home Energy Assistance Program—Greater Fraud Prevention Controls are Needed* (GAO-10-621),