

## MEMORANDUM

**TO:** Office of Management and Budget (OMB)

**FROM:** Office of Planning, Research, and Evaluation (OPRE) **DATE:** 6/26/2018

**SUBJECT:** Request for Nonsubstantive Changes to the Evaluation of Employment Coaching for TANF and Related Populations OMB Package (OMB Control Number 0970-0506)

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This memo summarizes a nonsubstantive change we would like to make to the consent form for the Evaluation of Employment Coaching for TANF and Related Populations OMB Package (OMB Control Number 0970-0506). We revised the consent form language that previously read “tokens of appreciation” to refer to “incentives in appreciation for participation.” We are also requesting additional language in the consent form (Attachment A), which will enable us to share information collected during study intake from study participants with the programs participating in the evaluation. This information, which may include data like name, date of birth, gender, contact information, participant ID, and group assignment (from RAPTER, Attachment G) and race, ethnicity, education level, marital status, and living arrangements (from Baseline Data Collection, Attachment B) was requested by a participating program to be used for program implementation, program improvement, and research purposes. Our goal in updating the consent form language is to be responsive to the requests of participating programs while also protecting the security of the data and the participants in the study. Each program will only receive data from its own study participants and each program’s responsibility to maintain data security is stated in their evaluation agreement.

This updated consent form will be used by FaDSS and likely other sites recruited to participate in this evaluation. The MyGoals sites will not use this consent form because MyGoals study participants are enrolled using a previously existing intake process, described in Supporting Statement A. For FaDSS and other sites, the informed consent form will be included as part of the Baseline Data Collection (Attachment B), which is embedded in RAPTER (Attachment G). The changes to the consent form language will not affect participant burden.