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To Josh Brammer and Daniel Cline
Office of Information and Regulatory Affairs (OIRA)
Office of Management and Budget (OMB)

From Aleta Meyer and Tia Brown
Office of Planning, Research, and Evaluation (OPRE)
Administration for Children and Families (ACF)

Subject Non-Substantive Change Request: Multi-Site Implementation Evaluation of Tribal Home Visiting (MUSE) (OMB #0970-0521)

This non-substantive change request includes updates to materials for the Multi-Site Implementation Evaluation of Tribal Home Visiting (MUSE) (OMB #0970-0521) to include 1) supplementary adapted versions of two instruments to be appropriate for telephone administration, 2) minor refinements to one study instrument, and 3) clarifications to the instructions related to caregiver interviews.

The following revised materials are included with this submission:

- Supplementary adapted Instruments 2 and 3
- Updated Instrument 16
- Updated Attachment E

Supplementary Adapted Instruments 2 & 3

We created adapted versions of the Caregiver Surveys (Instruments 2 & 3) to allow caregivers with limited literacy or visual impairments the opportunity to complete the surveys over the phone with a member of the MUSE study team. We developed an introductory script for the telephone interviewer and created modified versions of Instruments 2 and 3 that are appropriate to administer over the phone (e.g., modified question wording for natural phrasing when read aloud). The survey questions and response options were not substantively altered, and the number of questions remained the same. No changes have been made to the self-administered versions of these instruments. We anticipate the phone versions to take a about five minutes longer to complete than the self-administered versions. We did, however, account for a small number of caregivers to complete the survey over the phone in our original estimates for average response time, so our original burden estimate presented in the Supporting Statements has not been affected.

Revisions to Instrument 16

We have made some minor refinements to the planned administrative data collection elements (Instrument 16). We deleted 3 data elements that were determined to be unnecessary and added 2 new data elements that were determined to be critical for data analyses.

Elements Removed

- Caregiver Age (reported in age categories) was removed. This data element was determined to be redundant because Caregiver age at program enrollment (in numeric format) is also collected.
- Child age at enrollment (reported in age categories) was removed. This data element was determined to be redundant because Child birth month and year is also collected.
- Child race was removed. Child race was unintentionally left off of caregiver consent forms so MUSE will not request this data element from grantees. This data element was determined to be non-critical to analyses.

Elements Added

- Child sex was added. This data element was unintentionally left off of the list of administrative data elements but included on caregiver consent forms.
- A new data element was added that indicates whether the caregiver had received services from the Tribal Home Visiting Program prior to the caregiver's current program enrollment date. This data element was added after discovering that families who re-enroll in the program are enrolled in MUSE as NEW caregivers. Collecting this element will enable analyses that consider prior participation in the home visiting program.

Revisions to Attachment E

We have refined the caregiver interviewee selection guide in order to make the guidance clearer for grantee staff. The selection criteria for caregivers participating in interviews is now more clearly articulated. The document was also reorganized to facilitate comprehension and usability.