

**To:** Kelsi Feltz  
Office of Information and Regulatory Affairs (OIRA)  
Office of Management and Budget (OMB)

**From:** Melissa Johnson, Director, Division of Regional Operations  
Office of Child Support Services (OCSS)  
Administration for Children and Families (ACF)

**Date:** February 12, 2024

**Subject:** Non-substantive Change Request – Tribal Budget and Narrative Justification  
Template (OMB #0970-0548)

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This memo requests approval of non-substantive changes to the approved information collection, Tribal Budget and Narrative Justification Template (OMB #0970-0548).

### ***Background***

On May 30, 2023, OMB approved the extension of the Tribal Budget Narrative Justification Template (OMB #0970-0548) until May 31, 2026. On February 12, 2024, the [Federal Register](#) published the Final Rule for the Elimination of the Non-Federal Share (see 89 FR 9784).

### ***Overview of Requested Changes***

The original templates have a place for tribes to insert how they plan to meet the non-federal share. With the Final Rule for the Elimination of the Non-Federal Share, tribes will no longer need to meet the non-federal share beginning in FY 2025. Therefore, these columns, as well as the instructions on how to include the non-federal share are no longer needed in the templates. As a result, OCSS removed references to the non-federal share.

### ***Time Sensitivities***

Tribal child support programs begin to work on their annual budget submissions in April of each year.