



4184-01

Department of Health and Human Services

Administration of Children and Families

Proposed Information Collection Activities; Comment Request

Proposed Projects:

Title: 45 CFR 1301 Head Start Grant Administration

OMB No. 0980-0243

Description: The Office of Head Start is proposing to renew without changes authority to collect information pursuant to 45 CFR 1301. These provisions are applicable to program administration and grants administration under the Head Start Act, as amended. The provisions specify the requirements for grantee agencies for insurance and bonding, the submission of audits, matching of federal funds, accounting systems certifications and other provisions applicable to personnel management.

Respondents: Head Start and Early Head Start program grant recipients

ANNUAL BURDEN ESTIMATES

Instruments	Number of Respondents	Number of Responses per Respondent	Average Burden Hours per Response	Total Durden Hours
45 CFR 1301	2700	1	2	5400

Estimated Total Annual Burden Hours:

5400

In compliance with the requirements of Section 3506 (c) (2) (A) of the Paperwork Reduction Act of 1995, the Administration for Children and Families is soliciting public comments on the specific aspects of the information collection described above. Copies of the proposed collection of information can be obtained and comments may be forwarded by writing to the Administration for Children and Families, Office of Planning Research and Evaluation, 370 L'Enfant Promenade, S.W., Washington, D.C. 20447, Attn: ACF Reports Clearance Officer. All Requests should be identified by the title of the information collection.

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.

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Robert Sargis  
Reports Clearance Officer

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