SUPPORTING STATEMENT
STORMREADY® , TSUNAMIREADY™ AND STORMREADY/TSUNAMIREADY™
APPLICATION FORMS
OMB CONTROL NO. 0648-0419

A.   JUSTIFICATION

This request is for a renewal of this information collection. The title is being changed to reflect recent requests for TsunamiReady-only recognition.

1. Explain the circumstances that make the collection of information necessary.

Many laws and regulations exist to help local emergency managers deal with hazardous material spills, search and rescue operations, medical crises, etc., but there are relatively few uniformly-recognized standards dealing with the specifics of hazardous weather response operations. Recognizing this need, the National Weather Service (NWS), has designed "StormReady®" to help counties, cities and towns implement procedures to reduce the potential for disastrous weather-related consequences. By participating in this program, local agencies can earn recognition for their jurisdiction by meeting guidelines established by the NWS in partnership with federal, state, and local emergency management professionals. This information collection supports Public Law 109-424, the Tsunami Warning and Education Act, specifically Section 5, which describes the development of a "community-based tsunami hazard mitigation program to improve tsunami preparedness of at-risk areas in the United States and its territories."

The NWS recognized an additional need for communities that were vulnerable to tsunamis to improve their public awareness and preparedness. These are communities located along the coastal areas of the contiguous U.S., Alaska and Hawaii. The NWS developed "TsunamiReady™", which is very similar to StormReady program. In 2002, the NWS combined the programs. There are three applications available to communities: a joint StormReady/TsunaniReady application; a StormReady application; and a TsunamiReady application. The TsunamiReady application was designed to meet the needs of communities that expressed an interest in becoming recognized as TsunamiReady only. The StormReady/TsunamiReady program is intended to:

- Improve the timeliness and effectiveness of hazardous weather warnings for the public.
- Provide detailed and clear recommendations by which local emergency managers may establish/improve effective hazardous weather operations.
- Help local emergency managers justify costs and purchases related to supporting their hazardous weather-related program.
- Reward local hazardous-weather mitigation programs that have achieved a desired performance level.
- Provide a means of acquiring additional Community Rating System points assigned by the National Flood Insurance Program (NFIP).
- Provide an image incentive to counties, cities, and towns that can identify themselves as being "StormReady/TsunamiReady" .

- Encourage the enhancement of hazardous weather preparedness programs in jurisdictions surrounding "StormReady/TsunamiReady" communities and counties.

Communities hear about the programs through their local Weather Forecast Office or local/state emergency management agencies. Details about the program and information on how to become a StormReady, TsunamiReady, or StormReady/TsunamiReady community are located at the Website: http://www.stormready.noaa.gov.

2. Explain how, by whom, how frequently, and for what purpose the information will be used. If the information collected will be disseminated to the public or used to support information that will be disseminated to the public, then explain how the collection complies with applicable NOAA Information Quality Guidelines.

StormReady/TsunamiReady is a voluntary program offered to provide guidance and incentive to officials interested in improving their respective hazardous weather operations. Jurisdictions will use the application to apply for initial StormReady/ TsunamiReady recognition. Full StormReady/TsunamiReady renewals occur every six years, at which time communities would complete the application form again. The government will use the information collected by the StormReady/TsunamiReady application to determine whether a community has met all of the guidelines to receive StormReady/TsunamiReady recognition.

Recognition as StormReady/TsunamiReady entitles a community to the following benefits: 1) two StormReady/TsunamiReady identification signs; 2) authorization to use the StormReady/ TsunamiReady logos; 3) instructions for acquiring additional identification signs; 4) information concerning the notification of the National Flood Insurance Program for possible adjustment to insurance rates; and 5) inclusion on the national StormReady/TsunamiReady Website and map.

Each question asked on the application helps to determine if the applying jurisdiction meets the guidelines required to become StormReady/TsunamiReady. Specifically:

Guideline 1: Community Information. Requests the primary and secondary points of contact for the jurisdiction and identifies the location of the 24-hour warning point and Emergency Operations Center. NWS must have this information to verify the person and place responsible for the information.

Guideline 2: NWS Information Reception Equipment. This information identifies the number, type and location of redundant reception equipment a jurisdiction has in place to receive critical NWS weather information.

Guideline 3: Local Weather & Water Monitoring Equipment. Verifies the number, type and location of redundant weather and monitoring equipment used by the jurisdiction.

Guideline 4: Local Warning Dissemination. Identifies the type, number and location of redundant warning systems used by the jurisdiction to disseminate weather information to the public.

Guideline 5: Community Preparedness. Details specific community education and preparedness activities in terms of hazardous weather.

Guideline 6: Administrative/Record Keeping. Provides details /dates on how the jurisdiction and the NWS administer the program and keep information updated.

None of the information on the application is distributed to the public. The only information made public is the name of the recognized community and the date of its recognition. The information is disseminated to the public via the World Wide Web and complies with applicable NOAA Information Quality Guidelines:

Utility. Each newly recognized site is added to a graphical map of the U.S. located on the StormReady Web site (www.stormready.noaa.gov). Posting the information on the Web site provides the communities with public recognition of their status and enables the public to see what communities are recognized as "StormReady/TsunamiReady". It also keeps an accurate, up-to-date count of the number of recognized communities.

Integrity. The procedures for recognizing a community as StormReady/TsunamiReady adhere to OMB Circular A-130. The Web site is updated as each new community is recognized. The procedures for getting the communities recognized and posted on the Web site are outlined in the StormReady/TsunamiReady Operations Manual. The Webmaster is the only person authorized to make any changes to the site.

Objectivity. The recognitions are verified by the NWS field official who provides the name of the jurisdiction and date of recognition to the program manager and the Webmaster.

As explained in the preceding paragraphs, the information gathered has utility. NOAA NWS will retain control over the information and safeguard it from improper access, modification, and destruction, consistent with NOAA standards for confidentiality, privacy, and electronic information. See response to Question 10 of this Supporting Statement for more information on confidentiality and privacy. The information collection is designed to yield data that meet all applicable information quality guidelines.

3. <u>Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological techniques or other forms of information technology</u>.

The StormReady, TsunamiReady, and StormReady/TsunamiReady application forms are available in Word and fillable PDF format via the World Wide Web at http://www.stormready.noaa.gov. Applicants will submit the forms either electronically or via paper copy to the local advisory board.

4. <u>Describe efforts to identify duplication</u>.

StormReady/TsunamiReady is a unique federal program. There are no other known programs that collect the information requested on the applications.

5. If the collection of information involves small businesses or other small entities, describe the methods used to minimize burden.

Application for StormReady, TsunamiReady, or StormReady/TsunamiReady recognition is voluntary and collection will not have a significant impact on small entities. The program is aimed at government bodies, not small business. Since the information required is minimal and can be found in a community emergency manager's customary and usual records, no impact on small governments is expected.

6. Describe the consequences to the Federal program or policy activities if the collection is not conducted or is conducted less frequently.

The program is designed to help as many communities prepare for hazardous weather situations as possible. While the NWS has a goal of recognizing 100 communities per year, the agency fully encourages additional community applications.   If the NWS could not collect the information requested on the application form, it would be forced to withhold applications from communities seeking to be recognized and deny them the political and tangible benefits of StormReady/TsunamiReady recognition and possible reduction in flood insurance rates.

7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.

None.

8. Provide information on the PRA Federal Register Notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received in response to that notice and describe the actions taken by the agency in response to those comments. Describe the efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

A Federal Register Notice, published on January 12, 2009 (74 FR 2525) solicited public comment on this request for renewal. No comments were received.

9. Explain any decisions to provide payments or gifts to respondents, other than remuneration of contractors or grantees.

No payments or gifts will be provided to applicants. Each StormReady/TsunamiReady community receives two signs to identify it as a program participant.

10. Describe any assurance of confidentiality provided to respondents and the basis for assurance in statute, regulation, or agency policy.

Data collected through these forms are considered public information.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

The StormReady, TsunamiReady, and StormReady/TsunamiReady application forms do not contain any sensitive questions as described in the PRA guidance.

12. Provide an estimate in hours of the burden of the collection of information.

Respondents will complete the applicable form once every six years. The NWS estimates that it will take 2 hours to complete the StormReady, TsunamiReady, or StormReady/TsunamiReady application form. Approximately 120 communities are expected to join the program each year and 120 are expected to apply for renewals every six years, which requires communities to fill out applications. Over the course of 3 years, NOAA expects 360 new application forms and 360 renewals to be received. The average response time per applicant is 2 hours. The total annual response time for the collection is 480 hours annually.

Number of new and renewal applicants expected	240 per year
Frequency of response for each respondent	Once every six years
Total number of responses expected	720 over 3 years
Average response time per respondent	2 hour
Total annual response time for the collection	480 hours

These estimates are based on the experience of numerous communities over the course of the program.

13. Provide an estimate of the total annual cost burden to the respondents or record-keepers resulting from the collection (excluding the value of the burden hours in Question 12 above).

No start-up, capital, or operations related costs are expected from this collection. The forms can be prepared without any special equipment and no monitoring or sampling activities are required. Information collected by the application forms provides a description of existing capabilities and infrastructure. Record keeping of these items is considered a part of customary and usual business of a community's emergency manager.

The only cost an applicant must bear is the price of postage, if they chose to use standard mail; however, approximately 80% of applicants use the electronic forms. Using an estimate of $2.00 for postage per application, and assuming that 20% of applicants (54 of 240) mail in the forms, this would equate to a total annual cost of $108.

14. Provide estimates of annualized cost to the Federal government.

The cost to the government of administering the program is limited to the hours that local Meteorologists-In-Charge (MIC) and Warning Coordination Meteorologists (WCM) spend at

local Advisory Board Meetings and conducting site reviews of applicant communities. Local advisory board meetings typically occur once a quarter and take about 2 hours to complete. One MIC and one WCM attend. Site reviews take an average of 3-4 hours of a WCM's time.

The total annual cost to the government is covered by the annual salaries of the government employees administering the program since the activities conducted in association with this program are considered to be a part of the regular duties of all Meteorologists-In-Charge and Warning Coordination Meteorologists. Using the assumptions in the table below, the dollar cost of administering the program is estimated to be $79,243.20.

Base hourly rate of an MIC*	$46.65
Base hourly rate of a WCM*	$39.48
Duration of Local Advisory Board meeting	2 hours
Cost to government of Local Advisory Board meeting: 2 ($46.65+ $39.48)	$172.26
Duration of site visit	4 hours
Cost to government of site visit: 4 ($39.48)	$157.92
Cost to government per application* $172.26 + $157.92	$330.18
Total annual cost to the government 240 x ($330.18)	$79,243.20

Note: Based on the average salary of MICs and WCMs

15. **Explain the reasons for any program changes or adjustments.**

The increase in hours reflects the expected increase in number of applications, reflecting both increased interest and the availability of the TsunamiReady option. Additionally, the last PRA renewal did not include the number of renewals we anticipated NOTE: the cost increased from $100 to $108 (a greater percentage of online applications, but renewals counted). The ROCIS system shows a previously approved cost of $0 due to the rounding off of cost when migrating the collection to ROCIS.

16. **For collections whose results will be published, outline the plans for tabulation and publication.**

The individual pieces of information collected are not published. The NWS maintains a Web page identifying the communities that are recognized as StormReady, TsunamiReady or StormReady/TsuamiReady.

17. **If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons why display would be inappropriate.**

The expiration date will be displayed on all application forms.

18. <u>Explain each exception to the certification statement identified in Item 19 of the OMB 83-I.</u>

No exceptions identified.

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

This collection does not employ statistical methods.