Changes to Collection OMB No. 1660-0105

The following questions have been updated since the last OMB Approval:

FEMA Form Numbers Changed from: None listed.
To: FEMA Form Numbers 086-0-2.

8. Federal Register Notice:

a. Provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden. New Publication Dates.

A 60-day Federal Register Notice inviting public comments was published on December 10, 2009, Volume 74, Number 236, pp. 65541. **No comments were received.** See attached copy of the published notice included in this package.

A 30-day Federal Register Notice inviting public comments was published on March, 4, 2010, Volume 75, Number 42, pp. 9917. **No comments were received.** See attached copy of the published notice included in this package.

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

A Privacy Threshold Analysis (PTA) was approved on approved 4/29/09. A PIA for this collection was determined to be needed and has been forwarded to the FEMA Privacy Office for review. It is still under review.

11. Provide additional justification for any question of a sensitive nature (such as sexual behavior and attitudes, religious beliefs and other matters that are commonly considered private). This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

There are no questions of a sensitive nature required in this data collection.

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12. Provide estimates of the hour burden of the collection of information. The statement should:

a. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated for each collection

instrument (separately list each instrument and describe information as requested). Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desired. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. Generally, estimates should not include burden hours for customary and usual business practices. PLEASE NOTE: All changes are detailed in Question 15 (below).

The total number of respondents for each survey cycle will be 9,750. A cycle is every two years, and this approval period will cover 3 years or one and a half cycles. The survey will be conducted every other year, with a total of two surveys conducted during this clearance period. The survey will take respondents 20 minutes to complete; this estimated hour burden is based on the data from past surveys. Below are estimates for the average total public burden for two cycles of the survey and the average annual public burden.

b. If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens in Item 13 of OMB Form 83-I.

This request does not cover more than one form.

c. Provide an estimate of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. NOTE: The wage-rate category for each respondent must be multiplied by 1.4 and this total should be entered in the cell for "Avg. Hourly Wage Rate". The cost to the respondents of contracting out or paying outside parties for information collection activities should not be included here. Instead this cost should be included in Item 13.

Table A.12: Estimated Annualized Burden Hours and Costs

Type of Respondent	Form Name / Form Number	No. of Respon-dents	No. of Respon-ses per Respon-dent	Total No. of Responses	Avg. Burden per Response (in hours)	Total Annual Burden (in hours)	Avg. Hourly Wage Rate*	Total Annual Respondent Cost
Individuals or households	Household Preparedness Telephone Survey/_ FEMA Form 088-0-2	9,750	1	9,750	20 minutes (.333 hours)	3,247 hours	$21.80	$70,784.60
Total		**9,750**				**3,247**		**$70,784.60**

* Note: The "Avg. Hourly Wage Rate" for each respondent includes a 1.4 multiplier to reflect a fully-loaded wage rate.

According to the U.S. Department of Labor, Bureau of Labor Statistics website (www.bls.gov) the wage rate category for 22 major occupational categories (Management occupations, Business and financial operations occupations, Computer and mathematical science occupations, Architecture and engineering occupations, Life, physical, and social science occupations, Community and social services occupations, Legal occupations, Education, training, and library occupations, Arts, design, entertainment, sports, and media occupations, Healthcare practitioner and technical occupations, Healthcare support occupations, Protective service occupations, Food preparation and serving related occupations, Building and grounds cleaning and maintenance occupations, Personal care and service occupations, Sales and related occupations, Office and administrative support occupations, Farming, fishing, and forestry occupations, Construction and extraction occupations, Installation, maintenance, and repair occupations, Production occupations Transportation and material moving occupations) is estimated to be $15.57 per hour per hour ($21.80 including the wage rate multiplier), therefore, the estimated burden hour cost to the general public respondents is estimated to be $70,784.60 annually.

14. Provide estimates of annualized cost to the federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing and support staff), and any other expense that would have been incurred without this collection of information. You may also aggregate cost estimates for Items 12, 13, and 14 in a single table. Note change to cost to the Federal Government below.

A multi-year DHS contract was awarded to ICF Macro under contract number GS-23F-9777H. The total cost of the contract was budgeted at $4,194,327 over 3 years, and it is currently in its third year. Additional option years may be awarded based on available government funds. The total contract cost for this task, to include designing the survey, conducting the survey, the data collection and analysis is approximately $295,244.00 per year.

Annual Cost to the Federal Government

Item	Cost ($)
Contract Costs	n/a
Staff Salaries* **[4 of GS 7 , step 5 (46,705.00 annually and 65,387.00 with the fully loaded wage rate) employees spending approximately 100% of time annually on conducting telephone surveys, and analyzing and reporting on the survey results] = 261,548.00 per year**	$261,548.00
Facilities **[cost for renting, overhead, ect. for data collection activity]**	$27,696
Computer Hardware and Software **[cost of equipment annual lifecycle]**	n/a
Equipment Maintenance **[cost of annual maintenance/service agreements for equipment]**	n/a
Travel	n/a
Printing **[number of data collection instruments annually]**	n/a
Postage **[annual number of data collection instruments x postage]**	n/a
Other	$6,000

Total	$295,244.00

* Note: The "Salary Rate" includes a 1.4 multiplier to reflect a fully-loaded wage rate.

15. Explain the reasons for any program changes or adjustments reported in Items 13 or 14 of the OMB Form 83-I in a narrative form. Present the itemized changes in hour burden and cost burden according to program changes or adjustments in Table 5. Denote a program increase as a positive number, and a program decrease as a negative number. See descriptions below each chart for changes.

*A "**Program increase**" is an additional burden resulting from an federal government regulatory action or directive. (e.g., an increase in sample size or coverage, amount of information, reporting frequency, or expanded use of an existing form). This also includes previously in-use and unapproved information collections discovered during the ICB process, or during the fiscal year, which will be in use during the next fiscal year.*

*A "**Program decrease",** is a reduction in burden because of: (1) the discontinuation of an information collection; or (2) a change in an existing information collection by a Federal agency (e.g., the use of sampling (or smaller samples), a decrease in the amount of information requested (fewer questions), or a decrease in reporting frequency).*

*"**Adjustment**" denotes a change in burden hours due to factors over which the government has no control, such as population growth, or in factors which do not affect what information the government collects or changes in the methods used to estimate burden or correction of errors in burden estimates.*

Itemized Changes in Annual Burden Hours

Data collection Activity/Instrument	Program Change (hours currently on OMB Inventory)	Program Change (New)	Difference	Adjustment (hours currently on OMB Inventory)	Adjustment (New)	Difference
Household Preparedness Telephone Survey/_ FEMA Form 088-0-2	1,467	3,247	+1,780			
Total(s)	**1,467**	**3,247**	**+1,780**			

Explain: The previously requested total annual response burden for this collection was 1,467 burden hours; the current request is for 3,247 hours. This is due to an increased number of respondents from 4,400 to 9,750 at the same response time, 20 minutes. This increase is due to two things: two regional target cities were added, for a total of 3,000 biannual respondents instead of 2,000 for four cities. Also only 2,400 were sampled as part of the national sample last time. This number has increased to 3,500 and is now stratified by FEMA's 10 regions at 350 each. Upon last submission this was a SRS of 2,400 but has now increased to a stratified sample of 3,500. Therefore, due to the increase in respondents there is a subsequent increase in burden hours.

Itemized Changes in Annual Cost Burden						
Data collection Activity/Instrument	**Program Change (cost currently on OMB Inventory)**	**Program Change (New)**	**Difference**	**Adjustment (cost currently on OMB Inventory)**	**Adjustment (New)**	**Difference**
Household Preparedness Telephone Survey/_ FEMA Form 088-0-2	0	$70,784.60	+$70,784.60			
Total(s)	**0**	**$70,784.60**	**+$70,784.60**			

Explain: The previously requested annual cost burden for this collection was not captured. The difference therefore is the positive addition of the full annual cost burden now accounted for.

16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions. Different Dates.

The survey data will be tabulated in ways that will address the principal research purposes outlined in question 2. The planned
analyses to be conducted by Citizen Corps are described briefly below. The project time schedule is shown below as well.

Calculate means and frequency distributions to understand:
- To what extent are individuals prepared for disasters? What barriers do individuals perceive in preparing for disasters?
- What is the perception of vulnerability to different types of disasters? How do people perceive the utility of preparedness?
- In which stage of the Stages of Change model (Precontemplation, Contemplation, Preparation, Action, Maintenance) are individuals relative to disaster preparedness?
- How does disaster preparedness differ by demographic characteristics?
- What is the perceived social responsibility for reporting suspicious behavior?

Survey results will be presented to the Citizen Corps leadership. Dissemination will also occur through publication in relevant journals and presentation to appropriate audiences.

Project Time Schedule	
Activity	**Time Schedule**
Telephone pre-testing and programming	March 2011/2013
Telephone fielding of survey	April 2011/2013
Top-line report and cross-tabulations to DHS	August 2011/2013
Draft analysis report to DHS	October 2011/2013
Final analysis report on Household Survey to DHS	December 2011/2013