

**SUPPORTING STATEMENT**  
**Topographic and Bathymetric Data Inventory Survey**  
**OMB CONTROL NO. 0648-xxxx**

A. JUSTIFICATION

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

This request is for a new information collection.

One of the fundamentals of the NOAA Coastal Services Center (Center) is the commitment to serve the technology and informational needs of our customers, the coastal resource management community. In the wake of Hurricane Katrina and other large hurricanes, the coastal management community had difficulty locating the best available elevation\* data for a given area for use in recovery mapping, high water mark recording, and damage evaluation. In addition, not knowing where elevation data exists increases duplication of data collection – where two entities collect the same dataset.

Collecting information about publicly available elevation data and indexing it in an online map will be a valuable asset to not only the emergency response community but also to the broader coastal resource management community. Not only will this resource connect users of elevation data with information about the data and how to access it, it can also be used to give a regional or state view of elevation resources and help groups work toward strategically filling data gaps.

In continuing compliance with [Executive Order 12862](#), Setting Customer Service Standards, this data survey will be used by the Center to obtain information from its customers – state and territorial coastal and marine resource managers – regarding local and regional elevation data availability. No other NOAA office, state, or local partner is seeking to collect this information.

**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 all applicable Information Quality Guidelines.**

*Purpose, Delivery and Frequency*

The purpose of the survey is to gather 21 specific data attributes about each elevation dataset available to inform decisions of the coastal management community. This information is critical for decisions such as siting critical facilities, preparing for flooding events, and managing for erosion. Elevation data can be difficult to locate and is often expensive to collect, therefore this resource will be used extensively to find elevation resources and decrease duplication of collections.

*Delivery*

Initial contact with the respondents (regional and state coastal resource management and county government contacts) is via telephone. Conversation entails making sure the interviewer is talking to the correct contact person, asking if the respondent is willing to supply the information, and letting the respondent know the data survey will be sent via email to them. The data survey consists of 21 pieces of information about the data collection. The survey will be conducted by staff at the Center.

\*Topographic elevation, or land elevation, as well as bathymetric elevation, or distance to the sea floor.

### *Frequency*

The survey will be conducted regionally, and it is expected that over a three year time period, all NOAA-defined coastal regions (Gulf of Mexico, Southeast, Northeast, Great Lakes, West Coast, Caribbean, and Pacific Islands) will be surveyed once.

### *Dissemination*

It is anticipated that the information collected will be disseminated to the public. As explained in the preceding paragraphs, the information gathered has public utility. NOAA Coastal Services Center will serve as the data steward and safeguard the information from improper access, modification, and destruction, consistent with NOAA security standards for confidentiality, privacy, and electronic information. See response to Question 10 for more information on confidentiality and privacy. The information collection is designed to yield data that meet all applicable information quality guidelines. Prior to dissemination, the information will be subjected to quality control measures and a pre-dissemination review pursuant to [Section 515 of Public Law 106-554](#).

### **3. 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.**

This collection of information does use one electronic document, which is a Microsoft Word document that lists the attributes about each data set that we would like to include in the inventory. The form is not available for printing off the internet, but is e-mailed to each respondent directly. This form is used so that the respondents can respond (via e-mail) with the information when they find time to do so.

### **4. Describe efforts to identify duplication.**

An inventory involving contacting individual coastal counties as well as working with regional data groups has not been done. Some entities have repositories for information, but these groups serve a different function than pointing users to all available data. These groups only serve a subset of data, usually their own data or data for their state or region. Some states and regions have partially conducted similar efforts, but none of these efforts are regionally comprehensive, to the depth of information, and publicly available. This information will be used at the beginning of an inventory effort to establish a base of what information is known. Steps will then be taken to fill in the remaining information about the data collection.

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

Coastal county governments will be contacted directly after working with regional and state groups to gather as much information about elevation data as possible. Often counties have data that are not known about at the state or regional level, so it is necessary to contact the county government to ensure the information about elevation data is correct. By using the information we are able to gather at the state or regional level, this takes the burden of some of the responses off of the county level entities.

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

If the collection is not administered, there will be duplication of datasets, difficulty in collaborating with other data collection entities, and confusion on access, availability, and

specific attributes of data resources. If the inventory is conducted less frequently, the information will be more out of date than optimal. Because the inventory is a “snapshot” of data availability, it can become outdated as new data collections are completed in a region. Establishing the frequency at once every three years is optimal for the current level of resources dedicated to this activity and for keeping regions up to date.

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

The collection will be conducted consistently with OMB guidelines.

**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 July 22, 2010 (75 FR 42680) solicited public comment. No comments were received.

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

No plans exist for payment of gifts to survey respondents.

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

No personally identifiable information will be included for the point of contact for each dataset. The position of the person identified will be included, and information such as phone number and website may be included in the POC 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.**

This instrument contains no questions of a sensitive nature.

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

The estimated burden for the survey is 177 hours, annualized to 59 hours. This reflects 850 respondents and responses (annualized to 283), half of whom will need only to participate in the 5 minute phone conversation to answer initial questions and confirm that their information in the database is correct and up to date, and half of whom will participate in the phone conversation and fill out the data survey, for a total of 20 minutes each.

Respondents/responses:  $850/3 = 283$ .

Hours:  $425 \times 5/60 = 35$ ;  $425 \times 20/60 = 142$ ;  $35 + 142 = 177$ .

$177/3 = 59$ .

Respondents are likely to be county GIS officials, state geospatial employees, and regional data collectors and distributors.

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

Responding to the survey requires no cost or record keeping.

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

This information collection is supported by in-house staff time. The estimated annualized cost for this information collection is (equal to 0.6 FTE/FY of member level staff time, 0.05 FTE fed supervisor). Estimates presented below represent the costs per annum for the term of the approval.

Annualized Cost to the Federal Government	Labor	\$Cost
Data management and database development	30 hrs @ \$65 /hr	\$1,950
Contract project staff	600 hrs @ \$45/hr	\$27,000
Project supervisor	20 hrs @ \$46.73/hr	\$935
TOTAL		\$29,885

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

This is a new information collection.

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

Results will be hosted in an online geospatial viewer accessible via the internet.

**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.**

NA.

**18. Explain each exception to the certification statement.**

NA.