**Narrative of Changes**

*The purpose of the Narrative of Changes is to clearly indicate changes to a collection since the previous approval.*

**Collection Title:** Application for Community Disaster Loan (CDL) Program

**OMB Control No.:** 1660-0083

**Current Expiration Date:** 06/30/2012

**Collection Instruments:** FEMA Form 090-0-1; FEMA Form 116–0-1; FEMA Form 085-0-1; FEMA Form 090-0-2

The following are the changes to the collection:

**Supporting Statement:**

Question 8a – Updated to reflect FRN publication information.

Question 10 – Updated to reflect current privacy information.

Question 12 – Updated to reflect the current wage rate. See question 15 for explanation.

Question 14 – Costs to the Federal Government updated.

Question 15 – See explanation below.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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** |
| Certification Of Eligibility For Community Disaster Loans / FEMA Form 090-0-1 |  |  |  | 125 | 125 | 0 |
| Promissory Note / FEMA Form 116–0-1 |  |  |  | 200 | 200 | 0 |
| Local Government Resolution - Collateral Security / FEMA Form 085-0-1 |  |  |  | 500 | 500 | 0 |
| Application for Community Disaster Loan / FEMA Form 090-0-2 |  |  |  | 50 | 50 | 0 |
| Annual Financial Report |  |  |  | 50 | 50 | 0 |
| Letter of Application |  |  |  | 50 | 50 | 0 |
| **Total(s)** |  |  |  | **975** | **975** | **0** |

***Annual Burden Hours Explain:***

There are no changes to the annual hour burden previously reported and there has been no change to the information being collected.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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** |
| Certification Of Eligibility For Community Disaster Loans / FEMA Form 090-0-1 |  |  |  | $5,859 | 0 | -$5,859 |
| Promissory Note / FEMA Form 116–0-1 |  |  |  | $9,374 | 0 | -$9,374 |
| Local Government Resolution - Collateral Security / FEMA Form 085-0-1 |  |  |  | $23,435 | 0 | -$23,435 |
| Application for Community Disaster Loan / FEMA Form 090-0-2 |  |  |  | $2,344 | 0 | -$2,344 |
| Annual Financial Report |  |  |  | $1,540 | 0 | -$1,540 |
| Letter of Application |  |  |  | $2,344 | 0 | -$2,344 |
| **Total(s)** |  |  |  | **$44,896** | **0** | **-$44,896** |

***Annual Cost Burden Explain:***

The cost of $0 is a correction from the previous approval. This is a decrease in cost from the previous OMB Inventory.