**Narrative of Changes**

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

Collection Title: FEMA Preparedness Grants: Urban Areas Security Initiative (UASI) Nonprofit Security Grant Program (NSGP)

OMB Control No.: 1660-0110

Current Expiration Date: 10/31/2013

Collection Instruments: FEMA Form 089-24; FEMA Form 089-25

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 table below.

Question 14 – Costs to the Federal Government updated.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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** |
| Not-for-profit Institutions | NSGP Investment Justification Template / FEMA Form 089-25 | 1,100 | 1 | 1,100 | 84 hrs. | 92,400 | $37.09 | $3,427,116.00 |
| State, Local or Tribal Government | NSGP Prioritization of the Investment Justifications / FEMA Form 089-24 | 33 | 1 | 33 | 75 hrs. | 2,475 | $48.13 | $119,121.75 |
| **Total** |  | **1,133** |  | **1,133** |  | **94,875** |  | **$3,546,237.70** |

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

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** |
| NSGP Investment Justification and Selection Criteria  **FEMA Form 089-25** |  |  |  | 92,400 | 92,400 | 0 |
| NSGP State – UAWG Prioritization of  Investment Justifications  **FEMA Form 089-24** |  |  |  | 2,475 | 2,475 | 0 |
| **Total(s)** |  |  |  | **94,875** | **94,875** | **0** |

***Explain:***

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