

Narrative of Changes

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

Collection Title: Effectiveness of a Community’s Implementation of the NFIP Community Assistance Program CAC and CAV Reports

OMB Control No.: 1660-0023

Current Expiration Date: 1/31/2014

Collection Instruments: FEMA Forms 086-0-28(E); 086-0-29(E)

The following are the changes to the collection:

FEMA Form numbers have been changed from a paper form to an on-line digital entry form via Password Protected WEB Application on FEMA IT approved system. The paper forms FEMA Form 086-0-28 and FEMA Form 086-0-29 are being retired. There are no other changes to the collection for respondents, hours, or costs from the last submission.

Supporting Statement:

Question 8a – Updated to reflect FRN publication information.

Question 10 – Updated to reflect current privacy information.

Question 12 – Number of forms respondents increased or decreased. See Question 15 for explanation.

Question 14 – Costs to the Federal Government updated.

Question 15 – Burden hour decrease or increase explained.

Estimated Annualized Burden Hours and Costs								
Type of Respondent	Form Name / Form Number	No. of Respondents	No. of Responses per Respondent	Total No. of Responses	Avg. Burden per Response (in hours)	Total Annual Burden (in hours)	Avg. Hourly Wage Rate	Total Annual Respondent Cost
State, local or Tribal Government	FEMA Form 086-0-28 (E) / Community Visit Report	1000	1	1000	2	2,000	\$35.39	\$70,780
State, local or Tribal Government	FEMA Form 086-0-29 (E) / Community Contact Report	2,000	1	2,000	1	2,000	\$35.39	\$70,780
Total		3,000		3,000		4,000		\$141,560

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

Question 15

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
FEMA Form 086-0-28 (E) / Community Visit Report				2,000	2,000	0
FEMA Form 086-0-29 (E) / Community Contact Report				2,000	2,000	0
Total(s)				4,000	4,000	0

Explain:

For FEMA Forms 086-0-28(E), 086-0-29(E), the paper forms are being retired due to the conversion of these forms to an on-line system for data entry. The annual hour burden to complete on-line entry is equal to completing the previous PDF “fillable” version of the paper form. There have been no changes in the information being collected.