**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 Mitigation Success Story Database

OMB Control No.: 1660-0089

Current Expiration Date: 1/31/2014

Collection Instruments: FEMA Form 086-0-25

The following are the changes to this 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.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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** |
| Individual or households; State, local or Tribal Government | Informal Interviews / No Form | 5 | 1 | 5 | 4 | 20 | $30.81 | $616.20 |
| Individual or households; State, local or Tribal Government | Mitigation Best Practice Submission Worksheet / FEMA Form 086-0-25 | 45 | 1 | 45 | 1.5 | 68 | $30.81 | $2,095.08 |
| **Total** |  | **50** |  | 50 |  | **88** |  | **$2,711.28** |

* 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** |
| Informal Interviews / No Form |  |  |  | 20 | 20 | 0 |
| Mitigation Best Practice Submission Worksheet / FEMA Form 086-0-25 |  |  |  | 68 | 68 | 0 |
| **Total(s)** |  |  |  | **88** | **88** | **0** |

***Explain:***

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