

## Narrative of Changes

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

Collection Title: Approval and Coordination of Requirements to Use the NETC Extracurricular  
for Training Activities

OMB Control No.: 1660-0029

Current Expiration Date: 3/31/2014

Collection Instruments: FEMA Form 119-17-1; FEMA Form 119-17-2

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 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
Individuals or households; Business or other for-profit; Not-for-profit institutions; Farms; State, local or Tribal Government	Request for Housing Accommodations / FEMA Form 119-17-1	60	1	60	.1 (6 minutes)	6	\$30.81	\$185.00
Individuals or households; Business or other for-profit; Not-for-profit institutions; Farms; State, local or Tribal Government	Request for Use of NETC Facilities / FEMA Form 119-17-2	60	1	60	.1 (6 minutes)	6	\$30.81	\$185.00
<b>Total</b>		<b>60</b>		<b>120</b>		<b>12</b>		<b>\$370.00</b>

- 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
Request for Housing Accommodations / FEMA Form 119-17-1				6	6	0
Request for Use of NETC Facilities / FEMA Form 119-17-2				6	6	0
<b>Total(s)</b>				<b>12</b>	<b>12</b>	<b>0</b>

***Explain:***

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