

INSTRUCTIONS: Use this form when a single information collection document involves multiple reporting and recordkeeping requirements. The totals of the figures in cols. should be entered in item 13 of OMB-83-I: cols. (D) &/or (I) = 13a (respondent is only counted once); cols. F & I = 13b; cols. H & K = 13c. (F)Total/(D)Total = (E)Average (H)Total/(F)Total = (G)Average (K)Total/(I)Total = (J)Average NOTE: The columns will calculate automatically. If Col. E's response is something other than annually, i.e., 1/6 years, list as "1/6" & decimal will display.			TITLE OF INFORMATION COLLECTION DOCUMENT 2014 Environmental Justice and the Urban Forest in Atlanta, GA					OMB NO. 0596-New		DATE PREPARED January 24, 2014		
IDENTIFICATION OF REPORTING OR RECORDKEEPING REQUIREMENT			ANNUAL BURDEN								RESPONDENT COST	
SECTION OF REGS. (A)	DESCRIPTION (B)	FORMS NO (S) (If "none" so state) (C)	REPORTS					RECORDS			RESPONDENT COST	
			NO. OF RESPONDENTS (D)	NO OF RESPONSES PER RESPONDENT (E)	TOTAL ANNUAL RESPONSES (Col. D x E) (F)	HOURS PER RESPONSE (G)	TOTAL HOURS (Col. F x G) (H)	NO. OF RECORD-KEEPERS (I)	ANNUAL HOURS PER RECORD-KEEPER (J)	TOTAL RECORD-KEEPING HOURS (Col. I x J) (K)	COST PER HOUR (L)	TOTAL COST (Col. H x L) (M)
	1st Mailing Introduction Letter (with postage paid reply postcard included)	None	824	1.00	824.00	0.08	65.92			0.00	\$22.80	\$1,502.98
	2nd Mailing of Introduction Letter to non-respondents (assume 1/2 of initially contacted)	None	412	1.00	412.00	0.05	20.60			0.00	\$22.80	\$469.68
	City Trees and Your Neighborhood Survey (includes respondent informational handout)	None	700	1.00	700.00	0.25	175.00			0.00	\$22.80	\$3,990.00
	Non-responses	None	124	1.00	124.00	0.02	1.98			0.00	\$22.80	\$45.24
					0.00		0.00			0.00		\$0.00
	SUBTOTAL				2,060.00		263.50	0.00		0.00		\$6,007.89
	TOTAL OF ALL PAGES				2,060.00		263.50	0.00		0.00		\$6,007.89
	TOTAL - COLUMNS "F" AND "I" = OMB 831, 13 b; COLUMNS "H" AND "K" = OMB 831, 13c				2,060.00		263.50					