

Narrative of Changes

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

Collection Title:

OMB Control No.: 1660-0128

Current Expiration Date: 8/31/2014

Collection Instruments: **FEMA Form 007-0-20 Program Effectiveness & Recovery Survey**

The following are the changes to the collection:

FEMA Form name has been changed: **None**

Supporting Statement:

Question 8a updated to reflect FRN publication information: **A 60-day Federal Register Notice inviting public comments was published on February 28, 2014 FR Doc. 2014-04415 Volume 79, No.40. No comments were received.**

Question 10 – Updated to reflect current privacy information: **A Privacy Threshold Analysis (PTA) was approved on 9/23/2013.**

Question 12 – Number of respondents **decreased**: With this change, there will be a decrease from 12,000 survey respondents to 8,448 due to a reduction in the three year average number of declared disasters reducing to 22 from the 30 total disasters in the previous collection. Each disaster is planned to be surveyed. Also, an increase is included to add focus group sessions to the collection with 528 participants. Total respondents of 8,976 is a reduction of 3,024 respondents.

Question 14 costs to the Federal Government updated: **An increase in annualized cost to the federal government is expected due to redirecting resources to this survey.**

Question 15 – Burden hour **increase** explained: Net burden hours of 579. The burden hours for the surveys reduced from 2,400 to 1,971 due to the reduction in the three year average number of declared disasters. However, the response time for each survey increased from 12 minutes to 14 minutes due to increasing the topics covered in the survey that will benefit additional program offices through the survey results. Also, focus groups were added to this collection with an additional 1,008 burden hours for travel to the session and time spent participating.

Insert full explanation and chart from 15 as highlighted below.

Part A 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	Explanation:
Surveys							
Program Effectiveness & Recovery Survey FEMA Form 007-0-20	2400	1971	-429				Program change due to average of declared disasters is a smaller estimated sample.
Surveys Total	2400	1971	-429				
Focus Groups							
Focus Groups In Person	0	480	480				Program Change New due to adding Focus Groups
Focus Groups In Person Same Respondents Travel to Focus Group	0	240	240				Program Change New due to adding Focus Groups
One-on-One Interviews	0	144	144				Program Change New due to adding Focus Groups
On-Line Interviews	0	144	144				Program Change New due to adding Focus Groups
Focus Groups Total	0	1008	1008				
Total Surveys and Focus Groups	2,400	2,979	579	0	0	0	
Net Change in Burden Hours							579

Explain:

For the Program Effectiveness & Recovery Survey, the previously approved burden hours were 2,400. The current estimated annual hour burden is 2,979 hours, resulting in an increase of 579 hours due to two reasons: 1) The prior collection activity was based on 30 disasters per year, but the current three year average has reduced to 22 disasters in this collection, or an adjustment decrease from 30 to 22 disasters, with a reduction of -429 burden hours; 2) plus inclusion of Focus Groups with +1,008 burden hours. The total net burden increase of 579 is overall an increase for the Program Effectiveness & Recovery Survey.

PLEASE NOTE ANY OTHER MAJOR CHANGES HERE IF APPLICABLE.

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