

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 Preparedness Grants: Fire Management Assistance Grant Program

OMB Control No.: 1660-0058

Current Expiration Date: 9/30/2014

Collection Instruments: FEMA Form 078-0-2; FEMA Form 078-0-1; FEMA Form 089-0-24

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.

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-State Agreement and Amendment	25	4	100	0.4 hours (24 minutes)	40	\$52.56	\$2,102.40
State, Local or Tribal Government	State Administrative Plan for FMAG	25	1	25	8 hours	200	\$52.56	\$10,512.00
State, Local or Tribal Government	Request for FMAG Declaration, FEMA Form 078-0-1	25	4	100	1 hour	100	\$52.56	\$5,256.00
State, Local or Tribal Government	Request for FMAG Subgrant, FEMA Form 089-0-24	25	4	100	0.3 hours (18 minutes)	30	\$52.56	\$1,576.80
State, Local or Tribal Government	Principal Advisor's Report, FEMA Form 078-0-2	25	4	100	3 hours	300	\$52.56	\$15,768
State, Local or Tribal Government	Appeal Letter	3	1	3	1 hour	3	\$52.56	\$157.68
State, Local or Tribal Government	Duplication of Benefits Letter	25	4	100	1 hour	100	\$52.56	\$5,256.00
State, Local or Tribal Government	Training Sessions	25	1	25	1.5 hours (90 minutes)	38	\$52.56	\$1,997.28
Total		178		553		811		\$42,626.16

- 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
FEMA-State Agreement and Amendment				40	40	0
State Administrative Plan for FMAG				200	200	0
Request for FMAG Declaration, FEMA Form 078-0-1				100	100	0
Request for FMAG Sub-grant, FEMA Form 089-0-24				30	30	0
Principal Advisor's Report, FEMA Form 078-0-2				300	300	0
Appeal Letter				3	3	0
Duplication of Benefits Letter				100	100	0
Training Sessions				38	38	0
Total(s)				811	811	0

Explain:

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