

Narrative of Changes

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

Collection Title: Application for Community Disaster Loan (CDL) Program

OMB Control No.: 1660-0083

Current Expiration Date: 08/31/2015

Collection Instruments: FEMA Form 090-0-1; FEMA Form 116-0-1; FEMA Form 085-0-1;
FEMA Form 090-0-2

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 question 15 for explanation.

Question 14 – Costs to the Federal Government updated.

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	Certification Of Eligibility For Community Disaster Loans / FEMA Form 090-0-1	50	1	50	2.5 hours (150 mins.)	125	\$64.34	\$8,042.50
State, Local or Tribal Government	Promissory Note / FEMA Form 116-0-1	50	1	50	4 hours	200	\$64.34	\$12,868.00
State, Local or Tribal Government	Local Government Resolution - Collateral Security / FEMA Form 085-0-1	50	1	50	10 hours	500	\$64.34	\$32,170.00
State, Local	Application for Community Disaster Loan							

or Tribal Government	/ FEMA Form 090-0-2	50	1	50	1 hour	50	\$64.34	\$3,217.00
State, Local or Tribal Government	Annual Financial Report	50	1	50	1 hour	50	\$43.81	\$2,190.50
State, Local or Tribal Government	Letter of Application	50	1	50	1 hour	50	\$64.34	\$3,217.00
Total		50		300		975		\$61,705.00

- 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
Certification Of Eligibility For Community Disaster Loans / FEMA Form 090-0-1				125	125	0
Promissory Note / FEMA Form 116-0-1				200	200	0
Local Government Resolution - Collateral Security / FEMA Form 085-0-1				500	500	0
Application for Community Disaster Loan / FEMA Form 090-0-2				50	50	0
Annual Financial Report				50	50	0
Letter of Application				50	50	0
Total(s)				975	975	0

Annual Burden Hours Explain:

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