

## Narrative of Changes

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

Collection Title: Community Rating System--Application Letter & Quick Check; Community Annual Recertifications; Environmental & Historic Preservation Certifications

OMB Control No.: 1660-0022

Current Expiration Date: December 31, 2016

**Collection Instruments:** FEMA Form 086-0-35, FEMA Form 086-0-35A, FEMA Form 086-0-35B

The following are the changes to the collection:

### Supporting Statement:

Question 2 – last paragraph updated to reflect guidance documents currently in use

Question 8a updated to reflect FRN publication information.

Question 8b updated to reflect current efforts to consult with persons outside the agency.

Question 8c updated to reflect current efforts at consultation with respondents.

Question 10 – Updated to reflect current privacy information.

Question 12 – Number of forms respondents increased. See Question 15 for explanation.

Question 14 costs to the Federal Government updated.

Question 15 – Burden hour increase explained.

<b>Itemized Changes in Annual Burden Hours</b>						
<b>Data collection Activity/Instrument</b>	<b>Program Change (hours currently on OMB Inventory)</b>	<b>Program Change (New)</b>	<b>Difference</b>	<b>Adjustment (hours currently on OMB Inventory)</b>	<b>Adjustment (New)</b>	<b>Difference</b>
Form 086-0-35, CRS Application Letter and Quick Check				8,550	14,850	+ 6,300
Form 086-0-35A, Community Annual Recertifications				24,240	26,880	+ 2640
Form 086-0-35B, Environmental and Historic Preservation Certifications				118	206.4	+ 88.4
<b>Total(s)</b>				<b>32,908</b>	<b>41,936.4</b>	<b>+ 9028.4</b>

***Explain:***

For FEMA Forms 083-0-35, 083-0-35A, and 083-0-35B, there is an increase in the annual hour burden due to the growth in the number of communities joining the CRS.

For FEMA Form 083-0-35, the current annual hour burden is 8,550 hours, the new hours burden is 14,850 for an increase of 6,300 annual hour burden.

For FEMA Form 083-0-35A, the current annual hour burden is 24,240 hours, the new hours burden is 26,600 for an increase of 2,640 annual hour burden.

For FEMA Form 083-0-35B, the current annual hour burden is 118 hours, the new hours burden is 206.4 for an increase of 88.4 annual hour burden.

There has been no change in the information being collected.

The changes in Annual Cost Burden reflect the added costs associated with the increased Bureau of Labor and Statistic hourly labor rates.