

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 Preparedness and Participation Survey

OMB Control No.: 1660-0105

Current Expiration Date: 09/30/2017

Collection Instruments: FEMA Form 008-0-15 (Survey)

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 – Number of forms respondents used as collection instrument has remained the same. See Question 15 for explanation.

Question 14 – Costs to the Federal Government updated.

Question 15 – Burden hour decrease explained.

Estimated 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
Individuals	FEMA Form 008-0-15, Community Preparedness and Participation Survey	5,000	1	5,000	15 minutes (.25 hours)	1,250	\$26.00	\$32,500
Individuals/ Cognitive Interviews	FEMA Form 008-0-15, Community Preparedness and Participation Survey	40	1	40	15 minutes (.25 hours)	10	\$26.00	\$260.00
Total		5,040		5,040		1,260		\$32,760

- Note: The "Avg. Hourly Wage Rate" for each respondent includes a 1.46 multiplier to reflect a fully-loaded wage rate.

Question 15 explanation

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 Form 008-0-15, Community Preparedness and Participation Survey				3,000	1,260	-1,740
Total(s)				3,000	1,260	-1,740

Explain:

The burden estimate for completion of the data collection instruments has decreased from 6,000 responses to 5,040 a decrease of 960 responses and the response time has decreased from 30 minutes to 15 minutes, a decrease of 15 minutes. Therefore, the total annual burden hours will decrease by 1740. The intent is to apply a new strategy for maintaining a burden of 15 minutes for the total section of questions in the instrument with annual flexibility on the hazard selection from among the hazards and the question selection from the questions provided for each question area. This will provide specific consistent burden hours, transparency for the hazard and questions but flexibility for selection from among the hazards and questions submitted.

There has been no change in the substance of the information being collected.