

Narrative of Changes Table

The purpose of the Narrative of Changes Table is to demonstrate changes to a collection since the previous approval.

Collection Title: Direct Housing Assistance Forms
(formerly *Manufactured Housing Operations Forms*)
OMB Control No.: 1660-0138 (formerly 1660-0030)

Current Expiration Date: 12/31/2021

Collection Instrument(s): FF-104-FY-21-111 (formerly 009-0-138): Transportable Temporary Housing Unit Inspection Report

Location	Current version	Proposed Revision	Justification
Page 1 – Form Title	MANUFACTURED HOUSING UNIT INSPECTION REPORT	TRANSPORTABLE TEMPORARY HOUSING UNIT INSPECTION REPORT	Expanding form name for clarity.
Page 1 – Privacy Act Statement – PRINCIPLE PURPOSE(S)	PRINCIPAL PURPOSE(S): This information is being collected for the primary purpose of obtaining necessary landowner consent to inspect, site, place maintain, deactivate and/or remove temporary housing units provided by FEMA to eligible registered disaster survivors as part of direct housing program under a Presidentially-declared disaster.	PRINCIPAL PURPOSE(S): This information is being collected for the primary purpose of documenting the inspection of transportable temporary housing units (TTHUs) provided by FEMA to eligible applicants as part of direct housing assistance under a Presidentially-declared disaster.	Updated the purpose to reflect how this specific form is used. Made edits to terminology: TTHUs, applicant at this phase of direct housing, and direct housing is a form of assistance not a program.
Page 1 – Privacy Act Statement – DISCLOSURE	The disclosure of information on this form is voluntary; however, failure to provide the information requested may delay or prevent the individual from receiving disaster-related temporary housing assistance.	The disclosure of information on this form is voluntary; however, failure to provide the information requested may delay or prevent the applicant from receiving disaster-related temporary housing assistance.	Applicant at this phase of direct housing.
Page 1 – 3. TYPE OF INSPECTION:	Site R	Site Ready for Electric Site Ready for Occupancy	Added in an additional step in the process.
Page 1 – 4. SITE TYPE:	<input type="checkbox"/> Group MHU <input type="checkbox"/> Commercial Multi-Family <input type="checkbox"/> Private Other	<input type="checkbox"/> Group Site <input type="checkbox"/> Commercial Park <input type="checkbox"/> Private Site	Updated based on current terminology.

		<input type="checkbox"/> Other	
Page 1 – 6.e. TTHU INFORMATION:	Building Address:	e. Site Address:	Updated for clarity.
Page 1 – 6.f. TTHU INFORMATION:	N/A	i. Name of Park/Site and Lot #:	Updated for clarity.
Page 1 – 6.g. TTHU INFORMATION:	f. Unit #:	f. TTHU #:	Terminology updated: TTHUs
Page 2 – 9. FURNISHINGS: Living Room	Arm Chair	Armchair	Typo corrected.
Page 2 – 9. FURNISHINGS: Bathroom	Lavatory	Sink	Updated terminology/plain language.
Page 2 – 9. FURNISHINGS: Other	N/A	Weather Radios	Additional item.