

January 30, 2026

Supporting Statement for Paperwork Reduction Act Submissions

OMB Control Number: 1660-0073

Title: National Urban Search and Rescue Response System

Form Number(s):

FEMA Form FF-104-FY-21-174 (formerly 089-0-10), Urban Search Rescue Response System Narrative Statement Workbook;

FEMA Form FF-104-FY-21-175 (formerly 089-0-11), Urban Search Rescue Response System Semi-Annual Performance Report;

FEMA Form FF-104-FY-21-176 (formerly 089-0-12), Urban Search Rescue Response System Amendment Form;

FEMA Form FF-104-FY-21-179 (formerly 089-0-26), Vehicle Support Unit Purchase / Replacement / Disposal Justification.

General Instructions

A Supporting Statement, including the text of the notice to the public required by 5 CFR 1320.5(a)(1)(iv) and its actual or estimated date of publication in the Federal Register, must accompany each request for approval of a collection of information. The Supporting Statement must be prepared in the format described below, and must contain the information specified in Section A below. If an item is not applicable, provide a brief explanation. When Item 17 or the OMB Form 83-I is checked “Yes”, Section B of the Supporting Statement must be completed. OMB reserves the right to require the submission of additional information with respect to any request for approval.

Specific Instructions

A. Justification

- 1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information. Provide a detailed description of the nature and source of the information to be collected.**

The Robert T. Stafford Act, Section 327 and 44 CFR Part 208 implements the National Urban Search and Rescue System (US&R), 6 U.S.C. 722, 42 U.S.C. 5144, 5149, 5170b (a)(3)(B), and 5197(c), by which the Federal Emergency Management Agency (FEMA) provides specialized lifesaving assistance during major disaster or emergencies that the President declares under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), 42 U.S.C. 5121 through 5207. US&R operational activities include locating, extracting and providing on-site medical treatment to victims trapped in collapsed structures. Because this is a cooperative agreement, the National US&R System is subject to compliance with the Uniform Grant Guidance (OMB Circular) codified at 2 CFR Part 200 and in addition, the Government Performance and Results Modernization Act of 2010 (GPRA) gives provision for systematically holding Federal agencies accountable for achieving program goals. This is accomplished by measuring program performance against those goals, reporting publicly on their progress, improving Federal program effectiveness and public accountability by promoting a new focus on results, service quality, and customer satisfaction.

Each Sponsoring Agency must comply with 2 CFR Subpart F – Audit Requirements. All Federal grantees that expend \$1,000,000 or more of Federal funding during the non-Federal entity's fiscal year must have a single audit conducted in accordance with 2 CFR 200.514. To ensure proper monitoring is being conducted on all Sponsoring Agencies, collection of program, administrative, and financial information required by these forms is necessary.

The information collection activity is the collection of program and administrative information from 28 established US&R Sponsoring Agencies relating to the Readiness and Response Cooperative Agreement awards. This information includes a narrative statement that FEMA uses to evaluate a grantees' proposed use of funds, progress reports to monitor overall progress on managing FEMA Cooperative Agreements, amendment requests used to consider changing the scope or extending the time or the performance period of a particular readiness cooperative agreement, as described in Question 2 below.

- 2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection. Provide a detailed description of: how the information will be shared, if applicable, and for what programmatic purpose.**

Narrative Statement Workbook, FEMA Form FF-104-FY-21-174 (formerly 089-0-10):

This document is a supplement to the SF-424 and 424A – Application for Federal Assistance. The Narrative Statement form provides a standardized form for each of the 28 US&R Sponsoring Agencies (grantees) to use when applying for readiness cooperative agreement funding each fiscal year. In order to receive Federal funding, grantees must provide an explanation of their proposed use of funds in the Narrative Statement Workbook. FEMA evaluates the submitted explanation of a grantee’s proposed use of funds. Examples of information a grantee needs to provide FEMA for readiness and response cooperative agreements are descriptions of the types of eligible activities the grantee will undertake and a plan for expending and monitoring funds. Sponsoring Agencies make this information available to FEMA when the funding opportunity announcement is open. Please note: While each of the 28 Sponsoring Agencies are required to “apply” for each readiness cooperative agreement, this is a closed solicitation with only those 28 Sponsoring Agencies within the National US&R Response System.

Semi-Annual Performance Reports, FEMA Form FF-104-FY-21-175 (formerly 089-0-11):

FEMA program management staff use progress/performance reports to monitor overall progress on managing FEMA grant programs. The questions on this form are specific to the US&R System and glean necessary qualitative and quantitative information from each of the Task Force Sponsoring Agencies twice a year.

Amendment Form, FEMA Form FF-104-FY-21-176 (formerly 089-0-12): Grantee requests for change to a budget or for extension of the performance period of a grant/cooperative agreement must be made in writing to FEMA. FEMA uses this information to validate proper use of funds by the US&R Sponsoring Agencies, consistent within the cooperative agreement scope of work and in accordance with applicable laws and guidance. This type of information is provided to FEMA only when the grantee is requesting this type of action for a particular cooperative agreement.

Vehicle Support Unit Purchase / Replacement / Disposal Justification, FEMA Form FF-104-FY-22-179 (formerly 089-0-26): To be used when a US&R Task Force intends to purchase, replace and/or dispose of a vehicle involving the US&R Cooperative Agreement funds. This ensures all information is received from the task force before an action to purchase, replace, or dispose of a vehicle is approved by the US&R Branch. Provides for greater accountability and oversight of these major purchases under the Cooperative Agreement

The following form will be removed from the information collection: **Self-Evaluations, FEMA Form FF-104-FY-21-177 (formerly 089-0-14)**. This form is no longer required/will no longer be used.

- 3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden.**

FEMA uses Grants.gov to provide the 28 US&R Sponsoring Agencies with all the forms and information necessary to submit their budget narrative for approval each cooperative agreement year. The US&R Task Forces are required to submit the Narrative Statement Workbook, FEMA Form FF-104-FY-21-174 (formerly 089-0-10), Semi-Annual Performance Reports, FEMA Form FF-104-FY-21-175 (formerly 089-0-11), and Amendment Form, FEMA Form FF-104-FY-21-176 (formerly 089-0-12), as an attachment through the FEMA Grants Outcomes (FEMA GO) system, which is managed and maintained by the FEMA Grant Programs Directorate. The Vehicle Support Unit Purchase / Replacement / Disposal Justification, FEMA Form FF-104-FY-21-179 (formerly 089-0-26), are submitted in accordance with current guidance.

- 4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.**

The information collection required from the US&R Sponsoring Agencies is specific to the FEMA Cooperative Agreement program for US&R. There is no other US&R cooperative agreement program in FEMA that is required to collect information similar to that which is requested by this collection.

- 5. If the collection of information impacts businesses or other small entities (Item 5 of OMB Form 83-I), describe any methods used to minimize.**

Any Sponsoring Agencies that qualify as a small entity may contact the FEMA US&R Branch via email at fema-usr@fema.dhs.gov for assistance to complete the forms or to answer questions.

- 6. Describe the consequences to Federal/FEMA program or policy activities if the collection of information is not conducted, or is conducted less frequently as well as any technical or legal obstacles to reducing burden.**

FEMA uses the standard set forth in 2 CFR Part 200, OMB standard grant administration procedures, and related data elements to manage grants and cooperative agreements. If FEMA did not request and obtain this information, FEMA could not comply with federal regulatory standards for grant administration. The collection of this information by FEMA is to exercise comprehensive financial management, to ensure that grantees are making efficient and effective use of Federal

funds, and to maintain readiness and response standards. The information and data that FEMA seeks through this collection is the least amount that is necessary.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner (See 5 CFR 1320.5(d)(2)):

a. Requiring respondents to report information to the agency more often than quarterly.

This information collection does not require respondents to report information more than quarterly.

b. Requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it.

This information collection does not require respondents to prepare a written response in fewer than 30 days after receipt of it.

c. Requiring respondents to submit more than an original and two copies of any document.

This information collection does not require respondents to submit more than an original and two copies of any document.

d. Requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years.

This information collection does not require respondents to retain records (other than health, medical, government contract, grant-in-aid, or tax records) for more than three years (with a few exceptions (as outlined in 2 CFR 200.333 (a)-(f))).

e. In connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study.

This information collection does not include a statistical survey.

f. Requiring the use of a statistical data classification that has not been reviewed and approved by OMB.

This collection does not require statistical data classification.

- g. That includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use.**

This information collection does not include a pledge of confidentiality that is not supported by established authorities or policies.

- h. Requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.**

This information collection does not require respondents to submit trade secrets or other confidential information

8. Federal Register Notice:

- a. Provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

A 60-day Federal Register Notice inviting public comments was published on August 21, 2025, at 90 FR 40836. FEMA received zero comments.

A 30-day Federal Register Notice inviting public comments was published on January 30, 2026, 91 FR 4089. The 30-Day public comment period closes on March 2, 2026.

- b. Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.**

FEMA consults with the National Urban Search and Rescue Response System Strategic Group and US&R Advisory Organization, including its Finance Subgroups, on a regular basis. These consultations involve discussions as to the nature of the information that FEMA needs to manage

the cooperative agreements. These subgroups are comprised of federal, state, and local officials, as well as representatives of labor organizations, some of whose members serve on Task Forces.

- c. **Describe consultations with representatives of those from whom information is to be obtained or those who must compile records. Consultation should occur at least once every three years, even if the collection of information activities is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.**

The information being collected is obtained from Sponsoring Agencies of the National US&R Response System. Each of the Sponsoring Agencies have experience with Cooperative Agreement administrative and financial reporting data collection element requirements in 2 CFR Part 200. Consultation with FEMA, Sponsoring Agencies and teams with data collection requirements are provided as necessary. To ensure each collection tool is as efficient and streamlined as possible, FEMA US&R consults with representatives of the 28 Task Forces and members of the Finance Subgroup. The Finance Subgroup is comprised of 9 members, all Task Force members who have extensive involvement in grant management within their respective Sponsoring Agencies.

9. **Explain any decision to provide any payments or gift to respondents, other than remuneration of contractors or grantees.**

FEMA does not provide payments or gifts to respondents in exchange for a benefit sought.

10. **Describe any assurance of confidentiality provided to respondents. Present the basis for the assurance in statute, regulation, or agency policy.**

The Privacy Threshold Analysis (PTA) for **FEMA Form FF-104-FY-21-174, Urban Search Rescue System Narrative Statement Workbook** was approved by the Department of Homeland Security's (DHS's) Privacy Office on June 14, 2023, and expires on June 14, 2026.

Privacy Impact Assessment (PIA) coverage is provided for FEMA Form FF-104-FY-21-174 by DHS/FEMA/PIA-013 – Grant Management Programs. (February 24, 2015).

System of Record Notice (SORN) coverage for FEMA Form FF-104-FY-21-174 is not required.

A Privacy Notice provided by DHS should be used by FEMA for FEMA Form FF-104-FY-21-174.

The PTA for **FEMA Form FF-104-FY-21-175, Urban Search Rescue System Semi-Annual Performance Report** was approved by DHS's Privacy Office on June 14, 2023, and expires on June 14, 2026.

PIA coverage is provided for FEMA Form FF-104-FY-21-175 by DHS/FEMA/PIA-013 – Grant Management Programs. (February 24, 2015).

SORN coverage for FEMA Form FF-104-FY-21-175 is not required.

A Privacy Act Statement submitted by FEMA should be used for FEMA Form FF-104-FY-21-175.

The PTA for **FEMA Form FF-104-FY-21-176, Urban Search Rescue System Amendment Form** was approved by DHS's Privacy Office on June 14, 2023, and expires on June 14, 2026.

PIA coverage is provided for FEMA Form FF-104-FY-21-176 by DHS/FEMA/PIA-013 – Grant Management Programs. (February 24, 2015).

SORN coverage for FEMA Form FF-104-FY-21-176 is not required.

A Privacy Act Statement submitted by FEMA should be used for FEMA Form FF-104-FY-21-176.

The PTA for **FEMA Form FF-104-FY-21-179, Urban Search Rescue System Vehicle Support Unit Purchase / Replacement / Disposal Justification** was approved by DHS's Privacy Office on June 14, 2023, and expires on June 14, 2026.

PIA coverage is provided for FEMA Form FF-104-FY-21-179 by DHS/FEMA/PIA-013 – Grant Management Programs. (February 24, 2015).

SORN coverage is provided for FEMA Form FF-104-FY-21-179 by DHS/FEMA-004 – Non-Disaster Grant Management Information Files (March 13, 2015, 80 FR 13404).

A Privacy Act Statement submitted by FEMA should be used for FEMA Form FF-104-FY-21-179.

11. Provide additional justification for any question of a sensitive nature (such as sexual behavior and attitudes, religious beliefs and other matters that are commonly considered private). The justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information,

the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

There are no questions of sensitive nature.

12. Provide estimates of the hour burden of the collection of information. The statement should:

- a. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated for each collection instrument (separately list each instrument and describe information as requested). Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consolation with a sample (fewer than 10) of potential respondents is desired. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. Generally, estimates should not include burden hours for customary and usual business practices.**

The Narrative Statement Workbook, FEMA Form FF-104-FY-21-174 (formerly 089-0-10), is estimated to have 28 respondents (grantees) times 1 response per year for 28 total annual responses $[28 \times 1 = 28]$. It is estimated that each response will require 4 burden hours to complete, therefore 28 responses times 4 hour equals 112 total burden hours $[28 \times 4 = 112]$.

The Semi-Annual Performance Reports, FEMA Form FF-104-FY-21-175 (formerly 089-0-11), is estimated to have 28 respondents (grantees) times 2 responses per year for 56 total annual responses $[28 \times 2 = 56]$. It is estimated that each response will require 2 burden hours to complete, therefore 56 responses times 2 hours equals 112 total burden hours $[56 \times 2 = 112]$.

Amendment Form, FEMA Form FF-104-FY-21-176 (formerly 089-0-12), is estimated to have 28 respondents (grantees) times 2 responses per year for 56 total annual responses $[28 \times 2 = 56]$. It is estimated that each response will require 1 burden hours to complete, therefore 56 responses times 1 hour equals 56 total burden hours $[56 \times 1 = 56]$.

Vehicle Support Unit Purchase / Replacement / Disposal Justification Form, FEMA Form FF-104-FY-21-179 (formerly 089-0-26), is completed once every other year by grantees, so it is estimated to have 14 respondents (grantees) times 1 response per year for 14 total annual responses $[14 \times 1 = 14]$. It is estimated that each response will require 2 burden hours to complete, therefore 14 responses times 2 hours equals 28 total burden hours $[14 \times 2 = 28]$.

- b. If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens in Item 13 of OMB Form 83-I.**

Please see our response for 12a above and 12c below.

- c. Provide an estimate of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. NOTE: The wage-rate category for each respondent must be multiplied by 1.45 (1.62 for State and local government employees)¹ and this total should be entered in the cell for “Avg. Hourly Wage Rate.” The cost to the respondents of contracting out to paying outside parties for information collection activities should not be included here. Instead this cost should be included in Item 13.**

Estimated Annualized Burden Hours and Costs								
Type of Respondent	Form Name / Form No.	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 (US&R Task Forces)	Narrative Statement Workbook / FEMA Form FF-104-FY-21-174 (formerly 089-0-10)	28	1	28	4.00	112	\$65.09	\$7,290
State, Local or Tribal Government (US&R Task Forces)	Semi-Annual Performance Report / FEMA Form FF-104-FY-21-175 (formerly 089-0-11)	28	2	56	2.00	112	\$65.09	\$7,290
State, Local or Tribal Government (US&R Task Forces)	Amendment Form / FEMA Form FF-104-FY-21-176 (formerly 089-0-12)	28	2	56	1.00	56	\$65.09	\$3,645
State, Local or Tribal Government (US&R Task Forces)	Vehicle Support Unit Purchase / Replacement / Disposal Justification Form / FEMA Form FF-104-FY-21-179	14	1	14	2.00	28	\$65.09	\$1,823

¹ Bureau of Labor Statistics, Employer Costs for Employee Compensation, Table 1. Available at https://www.bls.gov/news.release/archives/ecec_03142025.pdf. Accessed March 14, 2025. The national wage multiplier is calculated by dividing total compensation for all workers of \$47.20 by wages and salaries for all workers of \$32.52 per hour yielding a benefits multiplier of approximately 1.45. For State and local government employees the wage multiplier is calculated by dividing total compensation for State and local government workers of \$63.46 by Wages and salaries for State and local government workers of \$39.22 per hour yielding a benefits multiplier of approximately 1.62.

	(formerly 089-0-26)							
Total		98		154		308		\$20,048

Instruction for Wage-rate category multiplier: Take each non-loaded “Avg. Hourly Wage Rate” from the BLS website table and multiply that number by 1.62. For example, a non-loaded BLS table wage rate of \$42.51 would be multiplied by 1.62, and the entry for the “Avg. Hourly Wage Rate” would be \$68.87.

According to the U.S. Department of Labor, Bureau of Labor Statistics, the May 2024 Occupational Employment and Wage Estimates wage rate for [Budget Analysts](#) (SOC 13-2031) is \$40.18.² Including the wage rate multiplier of 1.62, the fully-loaded wage rate is \$65.09 per hour. Therefore, the burden hour cost is estimated to be \$20,048 annually (\$65.09 x 308 hours = \$20,048).

13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection of information. The cost of purchasing or contracting out information collection services should be a part of this cost burden estimate. (Do not include the cost of any hour burden shown in Items 12 and 14.)

Annual Cost Burden to Respondents or Recordkeepers				
Data Collection Activity/Instrument	*Annual Capital Start-Up Cost (investments in overhead, equipment, and other one-time expenditures)	*Annual Operations and Maintenance Costs (such as recordkeeping, technical/professional services, etc.)	Annual Non-Labor Cost (expenditures on training, travel, and other resources)	Total Annual Cost to Respondents
Total	\$0	\$0	\$0	\$0

The cost estimates should be split into two components:

- a. Operation and Maintenance and purchase of services component.** These estimates should take into account cost associated with generating, maintaining, and disclosing or providing information. Include descriptions of methods used to estimate major cost factors including systems and technology acquisition, expected useful life of capital equipment, the discount rate(s), and the time period over which costs will be incurred.

There are no operation or maintenance costs associated with this collection.

- b. Capital and Start-Up Cost should include, among other items, preparations for collecting information such as purchasing computers and software,**

² Information on the May 2024 National mean wage rate from the U.S. Department of Labor, Bureau of Labor Statistics is available online at: <https://www.bls.gov/oes/tables.htm>. Accessed May 13 2025

monitoring sampling, drilling and testing equipment, and record storage facilities.

There are no capital or start-up costs associated with this collection

14. Provide estimates of annualized cost to the Federal Government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing and support staff), and any other expense that would have been incurred without this collection of information. You may also aggregate cost estimates for Items 12, 13, and 14 in a single table.

Annual Cost to the Federal Government	
Item	Cost (\$)
Contract Costs:	
Staff Salaries:	
2 GS 13 Step 5 (\$136,658) at 30% time x 1.45 loaded wage rate = \$ 118,892	\$141,873
1 GS 9 Step 5 (\$79,246) at 20% time x 1.45 loaded wage rate = \$22,981	
Facilities [cost for renting, overhead, etc. for data collection activity]	\$0
Computer Hardware and Software [cost of equipment annual lifecycle]	\$0
Equipment Maintenance [cost of annual maintenance/service agreements for equipment]	\$0
Travel (not to exceed)	\$0
Total	\$141,873
¹ Office of Personnel Management 2025 Pay and Leave Tables for the Washington-Baltimore-Arlington, DC-MD-VA-WV-PA locality. Available online at https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2025/DCB.pdf . Accessed July 9, 2025.	
² Wage rate includes a 1.45 multiplier to reflect the fully-loaded wage rate.	

15. Explain the reasons for any program changes or adjustments reported in Items 13 or 14 of OMB Form 83-I in a narrative form. Present the itemized changes in hour burden and cost burden according to program changes or adjustments in Table 5. Denote a program increase as a positive number, and a program decrease as a negative number.

A “Program increase” is an additional burden resulting from a Federal Government regulation action or directive (e.g., an increase in sample size or coverage, amount of information, reporting frequency, or expanded use of an existing form). This also includes previously in-use and unapproved information collection discovered during the ICB process, or during the fiscal year, which will be in use during the next fiscal year.

A “Program decrease” is a reduction in burden because of: (1) the discontinuation of an information collection, or (2) a change in an existing information collection by a Federal Agency (e.g., the use of

sampling (or smaller samples), a decrease in the amount of information requested (fewer questions), or a decrease in reporting frequency).

*An “**Adjustment**” denotes a change in burden hours due to factors over which the government has no control, such as population growth, or in factors which do not affect what information the government collects or changes in the methods used to estimate burden or correction of errors in burden estimates.*

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
Narrative Statement Workbook, FEMA Form FF-104-FY-21-174 (formerly 089-0-10)				112	112	0
Semi-Annual Performance Report / FEMA Form FF-104-FY-21-175 (formerly 089-0-11)				112	112	0
Amendment Form / FEMA Form FF-104-FY-21-176 (formerly 089-0-12)				56	56	0
Self-Evaluations / FEMA Form FF-104-FY-21-177 (formerly 089-0-14)				56	0	-56
Vehicle Support Unit Purchase / Replacement / Disposal Justification Form / FEMA Form FF-104-FY-21-179 (formerly 089-0-26)				28	28	0
Total	0	0	0	364	308	-56

Explain: There is a reduction of 56 hours from the removal of FF-104-FY-21-177 The new burden is 308.

Itemized Changes in Annual Cost Burden						
Data Collection Activity/Instrument	Program Change (cost currently on OMB Inventory)	Program Change (New)	Difference	Adjustment (cost currently on OMB Inventory)	Adjustment (New)	Difference
Narrative Statement Workbook, FEMA Form FF-104-FY-21-174 (formerly 089-0-10)				\$7,162	\$7,290	\$128
Semi-Annual Performance Report / FEMA Form FF-104-FY-21-175 (formerly 089-0-11)				\$7,162	\$7,290	\$128
Amendment Form / FEMA Form FF-104-FY-21-176 (formerly 089-0-12)				\$3,581	\$3,645	\$64
Self-Evaluations / FEMA Form FF-104-FY-21-177 (formerly 089-0-14)				\$3,581	\$0	-\$3,581
Vehicle Support Unit Purchase / Replacement / Disposal Justification Form / FEMA Form FF-104-FY-21-179 (formerly 089-0-26)				\$1,791	\$1,823	\$32
Total				\$23,277	\$20,048	-\$3,229

Explain: The changes in cost burden is due to general increases in wage rates and the removal of form FF-104-FY-21-177 from the inventory.

16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

FEMA does not intend to employ the use of statistics or the publication thereof for this information collection. to enter text.

17. If seeking approval not to display the expiration date for OMB approval of the information collection, explain reasons that display would be inappropriate.

FEMA will display the expiration date for OMB approval of this information collection.

**18. Explain each exception to the certification statement identified in Item 19
“Certification for Paperwork Reduction Act Submission,” of OMB Form 83-I.**

This collection does not seek exception to “Certification for Paperwork Reduction Act Submissions”.