

Data collection point	Number of respondents	Responses per respondent	Total responses	Hours per response	Total hour burden (proportion of added burden)*
11 months .....	11,787	1	11,787	0.33	3,890
12 months*** .....	7,999	1	7,999	0.33	2,640
Total .....	188,589	.....	188,589	.....	55,983
Record Management by Provider Staff: Sections A and G per client at each data collection point after intake .....	146,494	1	146,494	.16	23,439
Voucher information and transaction .....	42,095	1.5	63,143	.03	1,894
Provider staff total per client .....	188,589	.....	209,637	.....	25,333
Grantees (14 States and 1 Tribal Organization): Grantee extract and upload .....	15	4	60	.03	2
Total .....	377,193	.....	398,226	.....	81,318

\* This estimate is an added burden proportion which is an adjustment reflecting the extent to which programs typically already collect the data items. The formula for calculating the proportion of added burden is: total number of items in the standard instrument, minus the number of core items currently included, divided by the total number of items in the standard instrument. Thus, 13,891 times .55 proportion of added burden = 7,640. This only applies to the intake interview.

\*\* The ATR interview will be administered every 2 months beginning at 30 days. It is assumed that those who are discharged at 30 days or less will receive an intake and discharge interview only and are included in the number in the first two rows. The number of respondents who are still in treatment by month is based on experience with CSAT's GPRA services data.

\*\*\* Based on experience with CSAT's GPRA services data, it is expected that few clients will still be in treatment longer than 12 months.

1\1 Clients.

Written comments and recommendations concerning the proposed information collection should be sent by February 28, 2005 to: SAMHSA Desk Officer, Human Resources and Housing Branch, Office of Management and Budget, New Executive Office Building, Room 10235, Washington, DC 20503; due to potential delays in OMB's receipt and processing of mail sent through the U.S. Postal Service, respondents are encouraged to submit comments by fax to: (202) 395-6974.

Dated: January 24, 2005.

**Anna Marsh,**

*Executive Officer, SAMHSA.*

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## DEPARTMENT OF HOMELAND SECURITY

### Federal Emergency Management Agency

#### Agency Information Collection Activities: Submission for OMB Review; Comment Request

**AGENCY:** Federal Emergency Management Agency, Emergency Preparedness and Response Directorate, U.S. Department of Homeland Security.

**ACTION:** Notice and request for comments.

**SUMMARY:** The Federal Emergency Management Agency (FEMA) has submitted the following information collection to the Office of Management

and Budget (OMB) for review and clearance in accordance with the requirements of the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35). The submission describes the nature of the information collection, the categories of respondents, the estimated burden (*i.e.*, the time, effort and resources used by respondents to respond) and cost, and includes the actual data collection instruments FEMA will use.

*Title:* Emergency Management Institute Follow-up Evaluation Survey.

*OMB Number:* 1660-0044.

*Abstract:* FEMA Form 95-56 is a continuous self-assessment qualitative tool used to identify trainees' knowledge and skills gained through emergency management-related courses and the extent to which they have been beneficial and applicable in the conduct of their official positions. The information collected is primarily used to review course content and offerings for program planning and management purposes. Results are combined with other program metrics to document performance per GPRA mandates.

*Affected Public:* Individuals or households; State, local or tribal governments.

*Number of Respondents:* 2,300.

*Estimated Time Per Respondent:*

FEMA Form 95-56, 15 minutes; Students participating in pilot testing for electronic version of FEMA Form 95-56, 30 minutes.

*Estimated Total Annual Burden Hours:* 600.

*Frequency of Response:* One per course.

**COMMENTS:** Interested persons are invited to submit written comments on the proposed information collection to the Office of Information and Regulatory Affairs at OMB, Attention: Desk Officer for the Department of Homeland Security/FEMA, Docket Library, Room 10102, 725 17th Street, NW., Washington, DC 20503, or facsimile number (202) 395-7285. Comments must be submitted on or before February 28, 2005.

#### FOR FURTHER INFORMATION CONTACT:

Requests for additional information or copies of the information collection should be made to Muriel B. Anderson, Section Chief, Records Management, FEMA at 500 C Street, SW., Room 316, Washington, DC 20472, facsimile number (202) 646-3347, or e-mail address [FEMA-Information-Collections@dhs.gov](mailto:FEMA-Information-Collections@dhs.gov).

Dated: January 21, 2005.

**Edward W. Kernan,**

*Branch Chief, Information Resources Management Branch, Information Technology Services Division.*

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