

Place: America Inn, Bethesda, MD.
 Contact Person: Dr. Fred Marozzi,
 Scientific Review Administrator, 5333
 Westbard Ave., Room 205, Bethesda, MD
 20892, (301) 594-7278.

The meetings will be closed in accordance with the provisions set forth in sec. 552b(c)(4) and 552b(c)(6), Title 5, U.S.C. Applications and/or proposals and the discussions could reveal confidential trade secrets or commercial property such as patentable material and personal information concerning individuals associated with the applications and/or proposals, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy.

(Catalog of Federal Domestic Assistance Program Nos. 93.306, 93.333, 93.337, 93.393-93.396, 93.837-93.844, 93.846-93.878, 93.892, 93.893, National Institutes of Health, HHS).

Dated: January 3, 1995.

Susan K. Feldman,

Committee Management Officer, NIH.

[FR Doc. 94-991 Filed 1-13-94; 8:45 am]

BILLING CODE 4140-01-M

Social Security Administration

1994-1995 Advisory Council on Social Security; Meeting

AGENCY: Social Security Administration, HHS.

ACTION: Notice of public meeting.

SUMMARY: In accordance with the Federal Advisory Committee Act, this notice announces a meeting of the 1994-1995 Advisory Council on Social Security (the Council).

DATES: January 27, 1995, 8:30 a.m. to 5:00 p.m.

ADDRESSES: The Sheraton City Centre, 1143 New Hampshire Avenue, N.W., Washington, D.C. 20037, (202) 775-0800.

FOR FURTHER INFORMATION CONTACT: By mail—Dan Wartonick, 1994-1995 Advisory Council on Social Security, Room 624D, Hubert H. Humphrey Building, 200 Independence Avenue, SW, Washington, DC 20201; By telephone—(202) 205-4861; By telefax—(202) 205-4879.

SUPPLEMENTARY INFORMATION:

I. Purpose

Under section 706 of the Social Security Act (the Act), the Secretary of Health and Human Services (the Secretary) appoints the Council every 4 years. The Council examines issues affecting the Social Security Old-Age, Survivors, and Disability Insurance

(OASDI) programs, as well as the Medicare program and impacts on the Medicaid program, which were created under the Act.

In addition, the Secretary has asked the Council specifically to address the following:

- Social Security financing issues, including developing recommendations for improving the long-range financial status of the OASDI programs;
- General program issues such as the relative equity and adequacy of Social Security benefits for persons at various income levels, in various family situations, and various age cohorts, taking into account such factors as the increased labor force participation of women, lower marriage rates, increased likelihood of divorce, and higher poverty rates of aged women.

In addressing these topics, the Secretary suggested that the Council may wish to analyze the relative roles of the public and private sectors in providing retirement income, how policies in both sectors affect retirement decisions and the economic status of the elderly, and how the disability insurance program provisions and the availability of health insurance and health care costs affect such matters.

The Council is composed of 12 members in addition to the chairman: Robert Ball, Joan Bok, Ann Combs, Edith Fierst, Gloria Johnson, Thomas Jones, George Kourpias, Sylvester Schieber, Gerald Shea, Marc Twinney, Fidel Vargas, and Carolyn Weaver. The chairman is Edward Gramlich.

The Council met previously on June 24-25 (59 FR 30367), July 29, 1994 (59 FR 35942), September 29-30 (59 FR 47146), October 21-22 (59 FR 51451), and November 18-19 (59 FR 55272)

II. Agenda

The following topics will be presented and discussed:

- Trends and Issues in Retirement Savings;
- Assumptions and Methods used in projecting the financial status of the Social Security Trust Funds.

The meeting is open to the public to the extent that space is available. Interpreter services for persons with hearing impairments will be provided. A transcript of the meeting will be available to the public on an at-cost-of duplication basis. The transcript can be ordered from the Executive Director of the Council.

(Catalog of Federal Domestic Assistance Program Nos. 93.802, Social Security-Disability Insurance; 93.803, Social Security-Retirement Insurance; 93.805, Social Security-Survivors Insurance.)

Dated: January 10, 1995.

David C. Lindeman,

Executive Director, 1994-1995 Advisory Council on Social Security.

[FR Doc. 95-1046 Filed 1-13-95; 8:45 am]

BILLING CODE 4190-29-P

Administration for Children and Families; Office of Refugee Resettlement

Availability of Discretionary Grants To Promote Increased Placement of Newly Arrived Refugees* in Preferred Communities, To Respond to Unanticipated Arrivals or Significant Increases in Arrivals of Refugees to Communities Where Adequate or Appropriate Services Do Not Exist, or To Strengthen the Role of Ethnic Community National or Multi-State Organizations To Promote Economic Independence Among Refugees of Those Ethnic Groups

AGENCY: Office of Refugee Resettlement (ORR), ACF, DHHS.

SUMMARY: This is a standing announcement for a two-year period from date of application. It makes slight modifications to the Categories I and II grant programs published in the **Federal Register** on May 18, 1994 (59 FR 25929) and reinstates as Category III herein, a grant program initially published in the **Federal Register** on July 8, 1991 (56 FR 30968). This announcement supersedes all prior announcements. The three categories are as follows:

Category 1—*Preferred Communities:* To promote increased placement of arriving refugees in "Preferred Communities" where refugees have the best opportunities to achieve early employment and sustain economic independence without public assistance. Preferred communities should have a history of low welfare utilization by newly arriving refugees. In addition, refugees should have a favorable earned income potential relative to the cost of living and to

* In addition to persons who meet all requirements of 45 CFR, 400.43, eligibility for refugee social services also includes: (1) Cuban and Haitian entrants, under section 501 of the Refugee Education Assistance Act of 1980 (Pub. L. No. 96-422); (2) certain Amerasians from Vietnam who are admitted to the U.S. as immigrants under section 584 of the Foreign Operations, Export Financing, and Related Programs Appropriations Act, 1988, as included in the FY 1988 Continuing Resolution (Pub. L. No. 100-202); and (3) certain Amerasians from Vietnam, including U.S. citizens, under title II of the Foreign Operations, Export Financing, and Related Programs Appropriations Act, 1989 (Pub. L. No. 100-461), 1990 (Pub. L. No. 101-167), and 1991 (Pub. L. No. 101-513). For convenience, the term "refugee" is used in this notice to encompass all such eligible persons unless the specific context indicates otherwise.

public assistance benefits in such communities. Quality of life and sociocultural adjustment factors will also be considered. Concurrently, ORR seeks to decrease placements in communities where there has been a history of extended welfare use. Awards in this category will be made as Cooperative Agreements.

Category 2—Unanticipated Arrivals or Significant Increases in Arrivals of Refugees to Communities where Adequate or Appropriate Services do not Exist: To provide services to significant numbers of refugee arrivals, who were previously unanticipated, in communities that are unable to provide appropriate services. Such communities must demonstrate a specific need for supplementation of available resources for such populations. The arrivals may be new populations to the U.S. or merely new to the location requesting additional resources. Alternatively, the arrivals may be a significant and unanticipated number of an already existing ethnic group in the community. Awards in this category will be grants and not Cooperative Agreements.

Category 3—Support for Ethnic Community Organizations: To strengthen the role of ethnic community-based national organizations and acknowledged ethnic leadership of refugee communities. ORR's goal is to help maintain a national network of ethnic community-based organizations as a vehicle for communities to organize their collective resources to promote refugee community building, to provide leadership in domestic refugee resettlement issues, to provide representation of the communities, and to serve as partners with ORR in developing strategies to articulate and address the needs of the communities.

Projects and services allowed under this announcement are described in Sections I, II, and III below. The application must state specifically for which of the three types of projects the application is being submitted.

Awards for Preferred Communities will be for one-year budget periods, although project periods may be for up to three years.

Applications for continuation grants to extend activities funded beyond the one-year budget period will be entertained in subsequent years on a noncompetitive basis, subject to availability of funds, timely and successful completion of activities during the budget period, and ACF's determination that such continuations would be in the best interest of the Government.

Awards for Unanticipated Arrivals will be for a single 17-month budget period. Applicants should view these resources as a temporary solution to an emergency created by unanticipated arrivals. ORR expects that by the end of one project period, States will have incorporated services for these particular refugees into their refugee services network, which is funded by formula social service dollars.

Project periods for Ethnic Community Organizations will be for two years. Applications for continuation grants to extend activities beyond the first year budget period will be entertained for a second year of funding on a noncompetitive basis, subject to availability of funds, timely and successful completion of activities during the budget period, and ACF's determination that such continuations would be in the best interest of the Government.

AVAILABLE FUNDS: In FY 1995, ORR expects to make individual grant awards in amounts ranging from \$20,000 to \$150,000. Amounts in subsequent years will depend upon the availability of funding, need, and the best interests of the Government. Approximately \$400,000 will be available for awards for Preferred Communities, \$200,000 for Unanticipated Arrivals, and \$500,000 for Ethnic Community Organizations.

The Director reserves the right to award more or less than the funds described above depending upon the quality of the applications or such other circumstances as may be deemed to be in the best interest of the Government.

AUTHORIZATION: Authority for this activity is contained in Section 412(c)(1)(A) of the Immigration and Nationality Act, which authorizes the Director "to make grants to, and enter into contracts with, public or private nonprofit agencies for projects specifically designed— * * * (iii) to provide where specific needs have been shown and recognized by the Director, health (including mental health) services, social services, educational, and other services." In addition, section 412(a)(1)(B)–(C) gives the Director the responsibility to promote/encourage refugee resettlement in communities where the prospects for early self-sufficiency are good and the history of welfare utilization is low.

APPLICATION SUBMISSION: Forms and instructions for submitting an application may be obtained by contacting the Office of Refugee Resettlement at the address below. Applications which fail to stipulate the category for which funding is being

sought will not be considered for funding.

An original and two copies of all applications should be submitted to: Administration for Children and Families, Division of Discretionary Grants, 370 L'Enfant Promenade SW., Sixth Floor, Washington, DC 20447.

STANDING ANNOUNCEMENT: This is a standing announcement, effective until canceled or modified by the Director of the Office of Refugee Resettlement. As stated in the March 18, 1994 announcement cited above, the Director will observe closing dates for applications in Categories I and II of March 15, July 15, and November 15 of each year. There will be a single annual closing date, March 1, for Category III applications. Applicants should specify the category in which they are submitting an application.

FOR FURTHER INFORMATION CONTACT:
Preferred Communities: Ms. Marta Brenden.

Unanticipated Arrivals: Ms. Judith May.

Ethnic Community Organizations: Ms. Anna Mary Portz, Office of Refugee Resettlement, 370 L'Enfant Promenade SW., Washington, D.C. 20447, Telephone: Ms. Brenden (202) 205-3589, Ms. May (202) 205-3586, Ms. Portz (202) 401-1196.

I. Category 1: Preferred Communities

A. Purpose and Scope

Through this notice, successful applicants will receive funds to be applied toward the costs associated with resettling refugees in preferred communities and reducing the numbers of refugees placed in high impact sites. To be considered under the announcement, a proposed preferred community would need to receive a minimum of 100 refugees annually.

Preferred Community sites refer to those localities where refugees have the best opportunities to achieve early employment and sustain economic independence without public assistance. Preferred communities should have a history of low welfare utilization by newly arriving refugees. In addition, refugees should have a favorable earned income potential relative to the cost of living and to public assistance benefits in such communities. These communities should also have a moderate cost of living, good employment opportunities in a strong entry level labor market, affordable housing, low out-migration rates for refugees, religious facilities—if important to the refugees—local community support, receptive school environments, and related community

features which contribute to a favorable quality of life for arriving refugees.

ORR suggests that applicants will want to consider refugees for preferred community sites who have the following characteristics:

a. Free cases: Those refugees who are determined in the allocation process to be "free cases," which means they are unrelated to persons already living in high-impact communities.

b. New refugee populations: Those refugees from populations recently determined to be refugees who have no/few existing communities within the impacted areas of the United States.

c. Other refugees: The applicant may identify refugees who would accept the opportunity for resettlement in (diversion to) the preferred community: e.g., refugees who would otherwise be resettled under the rubric of "family reunification", but in fact are distant relatives and friends. These refugees may voluntarily elect placement in the designated sites.

B. Preferred Community Site Selection

ORR recognizes that extensive planning has to occur in order to increase placements to preferred communities while concurrently reducing placements in impacted sites. Thus, under the Cooperative Agreement it will be incumbent upon ORR and the grantee to assure that planning and coordination occur locally and nationally. This means that the grantee and its local sites will plan and coordinate with ORR, Department of State and other voluntary agencies where their local affiliates place refugees in the same sites, and with State governments for both site selection and the program strategies to be developed.

The application must be submitted with the sites selected. The application shall include a description of the site, the rationale for selection, the planning process and coordination activities that occurred prior to selection. Site selection after application approval will require ORR concurrence under the terms of the Cooperative Agreement.

The site selected may be one that has had successful refugee placements and may have capacity for additional successful placements. Or the site may be one where refugees have not previously been placed, but which has all the elements of a successful refugee resettlement community, listed in section E. 2, below.

To resettle refugees successfully, the community must have adequate social services. ORR formula social services funding is awarded proportionate to the number of new arrivals in the previous

three years. This announcement recognizes that increasing resettlement in specific sites will not be reflected fully in the ORR formula social services awards until three years after the placements. For this reason, services that would otherwise be provided through the State formula social services allocations may be included in the applications to this announcement. Planning to assure an orderly transition and complement of services must be done in concert with the State. The applicant shall describe and document this coordination and planning.

C. Eligible Applicants

Eligible Applicants are public and private non-profit agencies which currently resettle newly arriving refugees under a Reception and Placement Grant with the Department of State or with the Department of Justice. This announcement is restricted to these agencies, because placements of new arrivals are implemented under the terms of these grants and no other agencies place new arrivals or participate in determining the sites where they will be placed. Applications shall include documentation that the applicant is a recipient of a Reception and Placement Grant. Applications lacking this documentation will not be considered.

D. Allowable Activities

ORR will accept applications under this announcement for the costs incurred in diverting new refugee placements from one area, for increasing placements in preferred communities, for services needed for the increased placements in the preferred communities, for the planning and coordination processes, and for the national and local program management costs associated with these activities.

E. Application Content

In preparing the application, the applicant must include the following:

1. Description of the proposed program. Include the rationale for how the program will meet the goals of this Notice: the increased placement of refugees in preferred communities and the diversion of refugees from communities with histories of extended use of welfare. Description should include anticipated improved resettlement opportunities; the employment services available in the new location including those to be funded under this grant, if awarded; and the cost implications in both the impacted and preferred sites for the population shifts in local resettlement services.

2. A description of sites from which placements will be diverted and the rationale. A list of the designated and potential sites and the rationale for each site with respect to the following criteria:

- Local community support: Show by letters, financial and in-kind donations, news clippings, etc. that the community supports the placement of these refugees in their area;
- State consultation: Provide documentation, e.g. copies of letters; notes of planning/coordination meetings;
- Evidence of availability of entry level and other appropriate employment opportunities: e.g., Letters from employers who have refugees working for them and would hire more;
- History of low out-migration rates for proposed sites (show documentation for the last two years);
- Moderate cost of living: Needs and payments standards from AFDC programs from the state, statements of volag affiliates, statements from refugees;
- Low welfare grant level relative to earnings potential;
- Qualified staff: give job description and show how they will be linguistically and culturally appropriate to the prospective refugee(s);
- Affordable housing: provide average rental costs for apartments of specified number of bedrooms and describe access to and distance from services and potential employment.

3. A description of the caseload(s) (free cases, ethnicity, new or existing ethnic group, etc.) to be served, what interventions will be used to promote stability of placements, proposed numbers, proposed placement schedule, back-up strategy should the proposed placement schedule fail.

4. Budget, including line items and a narrative justification for each line. Clearly state the costs for national and local planning and project coordination. Discuss relationship between costs proposed for this grant and costs, e.g., for services, which will be covered by existing refugee or mainstream funding and which will be covered by this grant.

5. A description of the national and local planning process, of coalitions formed to support the new placements, and the consultative process used to support the implementation. If several local agencies are planning a coordinated project, e.g., placing refugees from the same ethnic groups in the same designated sites, describe the coordination of these plans. Include

discussion of anticipated outcomes of the placement strategy for new arrivals.

6. A description of national/local project management. A discussion of the project's anticipated outcomes, e.g., employment and retention rates, welfare avoidance, reductions, and terminations. Include report form and narrative outline for the outcome measures which will be reported to ORR. These must include the increase in placements in Preferred Communities and the diversion of placements from communities where there is a history of extended welfare use.

F. Review Criteria

Preferred Communities applications will be reviewed, scored and ranked utilizing the following criteria:

1. Clarity of description of proposed program and soundness of rationale for achieving the goals of the Announcement. Reasonableness of cost implications in both the impacted and preferred communities. Adequacy of the anticipated improved resettlement opportunities as well as the diversion of placements from sites with histories of extended welfare usage. Soundness of refugee social services in the new community and choice of services to be funded by this grant. (20 Points)

2. Clear and comprehensive description of the preferred sites proposed in terms of community support, Federal, State/local government consultation, and linkages, cost-of-living, out-migration history, housing, and employment availability, welfare grant levels relative to potential earnings, and quality of life features, such as school environment and available religious facilities. Adequacy of description of sites from which refugees will be diverted and the rationale for diverting cases from them. (25 Points)

3. Appropriateness to the targeted population of the proposed shift, and strategies to be used to promote stability of placements. (15 Points)

4. Reasonableness of the budget and adequacy of line item narrative; coordination of these grant funds with other funds. (15 Points)

5. Adequacy of planning process and reasonableness of anticipated outcomes. (15 Points)

6. Adequacy of national/local management, including objectives and outcomes, reporting procedures, outcome measures, data collection and monitoring. (10 Points)

II. Category 2: Unanticipated Arrivals or Increases in Arrivals of Refugees to Communities Where Adequate or Appropriate Services Do Not Exist

A. Purpose and Scope

This grant program is intended to provide an emergency response capability by funding services for unanticipated new arrivals for whom the existing service system cannot respond adequately because available ORR funding is already committed. It is intended to enable communities to respond to the following situations: (1) The arrival of new ethnic populations of refugees and entrants in communities where the existing services system does not have appropriate bi-lingual capacity, or where the arrivals of such populations are in communities where refugee services do not presently exist; or (2) significant increases in arrivals of an already existing ethnic group where the existing service capacity is not sufficient to accommodate them.

Applications will be accepted only for proposals of service in communities which have received, or expect to receive, minimally 100 or more persons annually as an unexpected population to a single local community. This is a minimum, not a standard. The reasonableness of the proposal will depend on the number of unanticipated arrivals relative to the anticipated number. The applicant will need to establish that the unanticipated number is significant in the local context by documenting all arrivals, both anticipated and unanticipated. Applications which do not satisfactorily document all arrivals will not be considered.

ORR encourages the formation of coalitions of organizations which propose to serve the new population(s) jointly, but only one agency may be designated as grantee, and that agency will be responsible for administration of the project.

As noted above, grantees should view these resources as a temporary solution to the challenge of program transition. This grant program is intended to supplement a State's existing refugee services network by responding to unmet needs of the new refugee populations, with the expectation that a State will have incorporated services for these new populations into their refugee services network, funded by formula social service dollars, by the end of the grant project period.

B. Eligible Applicants

Public and private non-profit organizations are eligible to apply.

C. Allowable Services

ORR will accept applications under this announcement for the types of activities generally funded by States under their social services formula allocation, in accordance with section 412(c)(1) of the Immigration and Nationality Act for refugee social services. In general, such service categories are defined as employment services, language services, and support services. Applications under this section should contain references to provision of appropriate bi-lingual and bi-cultural service delivery and the development and dissemination of appropriate orientation materials. Services provided by all grantees, whether private or public, must comport with the regulations at 45 CFR 400.147(b), .150, and .153-.156 regarding eligibility for services, scope of services and priorities for services.

D. Application Content

1. A description of the applicant agency's qualifications, including key personnel, to carry out the proposed activities for the target population to be served.

2. A discussion of the characteristics of the target population and the needs which cannot be addressed with the refugee program currently in existence in the community. Include a letter from the sponsoring national voluntary agency or agencies substantiating that there will be the unanticipated arrival of at least 100 or more refugees or entrants from the target population.

3. A description of the planning process used in developing the proposal, and the names and roles of the organizations participating in this process, as well as the roles of all organizations which will be involved in serving the population.

4. A description of the strategy to be used and services to be provided. If the proposal was developed by a consortium or other combination of entities, the role of each must be detailed. The applicant must describe the specific geographic area(s) and client group(s). Include a letter from the State verifying that the services are needed, not currently available and not fundable from existing resources, and discussing whether the State intends to integrate these services into the State refugee services network.

5. A description of the anticipated outcomes, including the number of job placements and 90-day retentions; and the anticipated cases of welfare avoidance, reductions and terminations.

6. A management plan providing for oversight, monitoring, and submission of reports.

7. A line-item budget with narrative justification for each line, including a description of the staffing plan.

E. Application Review Criteria

Applications in the Unanticipated Arrivals category will be reviewed, scored, and ranked in accordance with the following criteria:

1. Qualifications of the applicant agency to carry out the proposed activities for the target population to be served. (15 Points)

2. Adequate discussion of the unique characteristics of the target population to demonstrate that the applicant understands the characteristics requiring the additional services. (10 Points)

3. Demonstration that the planning process leading to development of the proposal was appropriate. (15 Points)

4. Appropriateness of the strategy and operational plan in meeting the needs of the target population, including joint planning activities and leveraging of other Refugee Program or mainstream service providers. (20 Points)

5. Appropriateness of the anticipated outcomes. (15 Points)

6. Adequacy of management plan. (10 points)

7. Appropriateness, cost-effectiveness, and reasonableness of the budget, including the staffing plan and qualifications of key personnel. (15 Points)

III. Category 3—Support for Ethnic Community Organizations

A. Purpose and Scope

The purpose of this program is to assist ethnic organizations, comprised mainly of refugees or former refugees, to conduct multi-State or national activities which address issues of community-building, community and family strengthening, cultural adjustment, and mutually supportive activities among ethnic organizations, such as information exchange, leadership training, resource development, and building volunteer networks.

Respondents to this program announcement will be of two general types:

Established national ethnic organizations which propose to conduct activities with a national network of ethnic community organizations as vehicles for organizing community resources. Such organizations are anticipated to work as partners with ORR in leadership training, ethnic community development, public education, information dissemination on ethnic-specific issues, resource

development, including translation of ethnic-specific publications, and the convening of national or regional meetings around issues of community concern, and family strengthening/cultural adjustment activities.

Emerging local and multi-State (inter-state) organizations which seek to develop new multi-State or national ethnic-specific networks or expand existing multi-State or national networks of ethnic-specific groups for the same purposes as above. Support to a local organization would not be provided for local activities, for the core costs of the local activities, or for the costs related to maintaining a local organization. Funding under this announcement is reserved for the costs associated with the multi-State or national activities described herein.

Organizations meeting the criteria may make application to ORR for funds in support of activities described herein. ORR's intent is to supplement the funding of such organizations to enable them to carry out these activities. These funds may not be used for capital equipment purchase. They are intended solely to cover the costs to the grantee of the ethnic community network-building and sustaining activities themselves.

Applicants should undertake a planning and consultation process which results in the application, detailing their intent and capacity to bring together key communities and local ethnic leadership to work on vital issues affecting the economic self-support, cultural adjustment, and community and family strengthening of refugees who share the same ethnic heritage and culture.

Applicants must demonstrate a need for the special focus of their proposed activities. Applicants should relate their project goals to the needs which they have identified, and describe objectives to achieve these goals.

Applicants must demonstrate existing support for their agency by community leaders and their proposed project from a multi-State or national base. This support should extend across the State lines in which the proposed activities are to take place.

Applicants must give assurance that their governing bodies, boards of directors, or advisory bodies are representative (but not necessarily entirely constituted) of the refugee communities being served and have both male and female representation.

B. Allowable Activities

Applicants should focus on activities that coalesce a broad group of ethnically-related communities into a

multi-State or a national coalition to achieve stated goals. Allowable activities include:

- Ethnic community development;
- Technical assistance to local ethnic organizations;
- Public education;
- Information dissemination on ethnic-specific issues;
- Leadership training;
- Resource development;
- Convening of national or regional meetings to examine issues of social adjustment and economic independence, to develop consensus on appropriate actions to be taken to reduce welfare dependency, to promote community and family strengthening and/or to promote cultural adjustment; or
- Development or translation of ethnic-specific publications.

Activities should be designed to supplement, rather than to supplant, the existing array of refugee services available in the community. Proposed activities should be ones that are not normally funded under the State refugee program.

Non-allowable activities: Funds will not be awarded to applicants for the purpose of engaging in activities of a distinctly political nature, activities designed to promote the preservation of a specific cultural heritage, or activities with an international objective (i.e. activities related to events in the refugees' country of origin).

C. Eligible Applicants

Eligible applicants are public or private non-profit organizations and institutions. If an applicant represents a consortium (that is, the applicant includes other types of agencies among its membership), the single organization identified to be the grant recipient with primary administrative and fiscal responsibilities must be a non-profit organization.

D. Application Content

Applications for Ethnic Community Organizations should contain the following information:

1. A discussion of the national or multi-State focus relevant to the refugee ethnicity which the applicant seeks to represent or serve, and an analysis of the need for this project with reference to the specified population;
2. A statement of the project goals and objectives;
3. A description of the proposed activities, plan of action, timetable for implementation, scope of activities (that is, multi-State or national), and anticipated results and benefits to local communities;

4. Description of multi-State or national community planning and support to work collaboratively on the project. If the project is designed to enhance ethnic national leadership, the application should describe how leaders will be identified and how ethnic communities will be brought into the plan;

5. A description of the agency's expertise and managerial experience, to include an organizational plan, evidence of incorporation as a nonprofit organization, a list of the Board of Directors, a discussion of how directors are chosen and/or a copy of the current by-laws.

6. An estimated line item proposal budget, with a justification narrative detailing how the applicant arrived at estimated costs; and a one year organizational budget reflecting all income, income sources, and expenses, or the organization's most recent audit and/or annual financial report.

E. Review Criteria

Applications will be reviewed against the following criteria:

1. Degree to which the applicant understands the focus and need of the relevant ethnic group, as evidenced by the discussion presented. (10 points)

2. Appropriateness of goals and the extent to which there are measurable objectives of the project. (15 points)

3. Clarity and appropriateness of the project design, plan of action and timetable for implementation, and likelihood that proposed activities and results will benefit the community. (35 points)

4. Evidence of community involvement in the project planning, suitable identification of project leaders as appropriate, and support for the plan of action. (15 points)

5. Applicant's expertise and management capacity including organizational history and performance track record. (15 points)

6. Appropriateness and reasonableness of budget in relation to proposed activities and in relation to organization's overall income expense ratio.

IV. Administrative Requirements

A. Availability of Application Forms

Federal forms necessary for submission of an application, as described below, are available at most local libraries and Congressional District Offices for reproduction. If copies are not available at these sources, they may be obtained by writing or telephoning the following office: Office of Refugee Resettlement, 370 L'Enfant Promenade

SW., Washington, D.C. 20447, Telephone: (202) 401-9251.

B. Application Format and Procedures

Applicants requesting financial assistance for a non-construction project must file the Standard Form 424B, "Assurances: Non-Construction Programs." Applicants must sign and return the Standard Form 424B with their applications.

Applicants must provide a certification concerning Lobbying. Prior to receiving an award in excess of \$100,000, applicants shall furnish an executed copy of the lobbying certification. Applicants must sign and return the certification with their applications.

Applicants must make the appropriate certification of their compliance with the Drug-Free Workplace Act of 1988. By signing and submitting the applications, applicants are providing the certification and need not mail back the certification with the applications.

Applicants must make the appropriate certification that they are not presently debarred, suspended or otherwise ineligible for award. By signing and submitting the applications, applicants are providing the certification and need not mail back the certification with the applications.

Copies of the certifications and assurance are located at the end of this announcement.

Any non-profit organization submitting an application must submit proof of its non-profit status in its application at the time of submission. The non-profit agency can accomplish this by providing a copy of the applicant's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in Section 501(c)(3) of the IRS code or by providing a copy of the currently valid IRS tax exemption certificate, and by providing a copy of the articles of incorporation bearing the seal of the State in which the corporation or association is domiciled.

C. Deadlines

1. Applications will be considered to have met the announced deadline if they are either:

(a) Received on or before the deadline date at the address specified in this announcement, or

(b) Sent on or before the deadline date and received by the granting agency, Administration for Children and Families (ACF), in time for the independent review. (Applicants must be cautioned to request a legibly dated U.S. Postal Service postmark or to obtain a legibly dated receipt from a

commercial carrier or U.S. Postal Service. Private Metered postmarks shall not be acceptable as proof of timely mailing.)

2. Applications which do not meet the criteria in paragraph 1. of this section are considered late applications. The ACF shall notify each late applicant that its application will not be considered in the current competition.

3. The ACF may extend the deadline for all applicants because of acts of God such as floods, hurricanes, etc., or when there is a widespread disruption of the mails. However, if the ACF does not extend the deadline for all applicants, it may not waive or extend the deadline for any applicant.

4. Once an application has been submitted, it is considered as final and no additional materials will be accepted by ORR. An application with an original signature and two copies is required. Applications, if mailed, should be addressed to: Department of Health and Human Services, Administration for Children and Families, Division of Discretionary Grants, 370 L'Enfant Promenade SW., Washington, D.C. 20447.

The application should reference this program announcement. Hand delivered applications are accepted during the normal working hours of 8:00 a.m. to 4:30 p.m., Monday through Friday, on or prior to the established closing date at: Administration for Children and Families, Division of Discretionary Grants, 6th Floor, ACF Guard Station, 901 D Street, SW., Washington, DC 20447.

V. Intergovernmental Review

This program is covered by Executive Order 12372, "Intergovernmental Review of Federal Programs," and 45 CFR Part 100, "Intergovernmental Review of Department of Health and Human Services Programs and Activities." Under the Order, States may design their own processes for reviewing and commenting on proposed Federal assistance under covered programs.

All States and Territories except Alabama, Alaska, Colorado, Connecticut, Hawaii, Idaho, Kansas, Louisiana, Minnesota, Montana, Nebraska, Oklahoma, Oregon, Pennsylvania, South Dakota, Virginia, Washington, American Samoa and Palau have elected to participate in the Executive Order process and have established Single Points of Contact (SPOCs). Applicants from these nineteen jurisdictions need take no action regarding Executive Order 12372. Applicants for projects to be administered by Federally-recognized

Indian Tribes are also exempt from the requirements of E.O. 12372. Otherwise, applicants should contact their SPOCs as soon as possible to alert them of the prospective applications and receive any necessary instructions. Applicants must submit any required material to the SPOCs as soon as possible so that the program office can obtain and review SPOC comments as part of the award process. It is imperative that the applicant submit all required materials, if any, to the SPOC and indicate the date of this submittal (or the date of contact if no submittal is required) on the Standard Form 424, item 16a.

Under 45 CFR 100.8(a)(2), a SPOC has 60 days from the application deadline date to comment on proposed new or competing continuation awards.

SPOCs are encouraged to eliminate the submission of routine endorsements as official recommendations. Additionally, SPOCs are requested to clearly differentiate between mere advisory comments and those official State process recommendations which they intend to trigger the "accommodate or explain" rule.

When comments are submitted directly to ACF, they should be addressed to: Department of Health and Human Services, Administration for Children and Families, Division of Discretionary Grants, 6th Floor, OFM/DDG, 370 L'Enfant Promenade S.W., Washington, D.C. 20447.

A list of Single Points of Contact for each State and Territory is included as *Appendix A* of this announcement.

VI. Applicable Regulations

Applicable HHS regulations will be provided to grantees upon award.

VII. Post-Award Requirements—Records and Reports

Grantees are required to file Financial Status (SF-269) on a semi-annual basis and Program Progress Reports on a quarterly basis. Funds shall be accounted for and reported upon separately from all other grant activities. Successful applicants will be given specific instructions by ACF, following the award of the grant, for reporting grant performance.

The official recipient point for all reports and business management correspondence is the Division of Discretionary Grants. The original and two copies of each report and business management correspondence shall be submitted to the Department of Health and Human Services, Administration for Children and Families, Division of Discretionary Grants, 370 L'Enfant Promenade S.W., Washington, D.C. 20447.

The final Financial and Program Progress Reports shall be due 90 days after the project expiration date or termination of grant support.

ORR expects grantees to maintain adequate records to track and report on project outcomes and expenditures by budget line item.

The following certifications are attached: Drug-Free Workplace, Debarment, and Anti-Lobbying.

The Catalog of Federal Domestic Assistance (CFDA) number assigned to this announcement is 93.576.

Dated: January 3, 1995.

Lavinia Limon,

Director, Office of Refugee Resettlement.

Appendix A

Executive Order 12372—State Single Points of Contact

Arizona

Ms. Janice Dunn, Attn: Arizona State Clearinghouse, 3800 N. Central Avenue, 14th Floor, Phoenix, Arizona 85012, Telephone (602) 280-1315

Arkansas

Ms. Tracie L. Copeland Manager, State Clearinghouse, Office of Intergovernmental Service, Department of Finance and Administration, P.O. Box 3278, Little Rock, Arkansas 72203, Telephone (501) 682-1074

California

Mr. Glenn Stober, Grants Coordinator, Office of Planning and Research, 1400 Tenth Street, Sacramento, California 95814, Telephone (916) 323-7480

Delaware

Ms. Francine Booth, State Single Point of Contact, Executive Department, Thomas Collins Building, Dover, Delaware 19903, Telephone (302) 736-3326

District of Columbia

Mr. Rodney T. Hallman, State Single Point of Contact, Office of Grants Mgmt and Development, 717 14th Street NW., Suite 500, Washington, DC 20005, Telephone (202) 727-6551

Florida

Florida State Clearinghouse, Intergovernmental Affairs Policy Unit, Executive Office of the Governor, Office of Planning and Budgeting, The Capitol, Tallahassee, Florida 32399-0001, Telephone (904) 488-8114

Georgia

Mr. Charles H. Badger, Administrator, Georgia State Clearinghouse, 254 Washington Street SW., Room 534A, Atlanta, Georgia 30334, Telephone (404) 656-3855

Illinois

Mr. Steve Klokkenga, State Single Point of Contact, Office of the Governor, 107 Stratton Building, Springfield, Illinois 62706, Telephone (217) 782-1671

Indiana

Ms. Jean S. Blackwell, Budget Director, State Budget Agency, 212 State House, Indianapolis, Indiana 46204, Telephone (317) 232-5610

Iowa

Mr. Steven R. McCann, Division of Community Progress, Iowa Department of Economic Development, 200 East Grand Avenue, Des Moines, Iowa 50309, Telephone (515) 281-3725

Kentucky

Mr. Ronald W. Cook, Office of the Governor, Department of Local Government, 1024 Capitol Center Drive, Frankfort, Kentucky 40601, Telephone (502) 564-2382

Maine

Ms. Joyce Benson, State Planning Office, State House Station #38, Augusta, Maine 04333, Telephone (207) 289-3261

Maryland

Ms. Mary Abrams, Chief, Maryland State Clearinghouse, Department of State Planning, 301 West Preston Street, Baltimore, Maryland 21201-2365, Telephone (301) 225-4490

Massachusetts

Ms. Karen Arone, State Clearinghouse, Executive Office of Communities and Development, 100 Cambridge Street, Room 1803, Boston, Massachusetts 02202, Telephone (617) 727-7001

Michigan

Mr. Richard S. Pastula, Director, Michigan Department of Commerce, Lansing, Michigan 48909, Telephone (517) 373-7356

Mississippi

Ms. Cathy Mallette, Clearinghouse Officer, Office of Federal Grant Management and Reporting, 301 West Pearl Street, Jackson, Mississippi 39203, Telephone (601) 949-2174

Missouri

Ms. Lois Pohl, Federal Assistance Clearinghouse, Office of Administration, P.O. Box 809, Room 430, Truman Building, Jefferson City, Missouri 65102, Telephone (314) 751-4834

Nevada

Department of Administration, State Clearinghouse, Capitol Complex, Carson City, Nevada 89710, Telephone (702) 687-4065, ATTN: Mr. Ron Sparks, Clearinghouse Coordinator

New Hampshire

Mr. Jeffery H. Taylor, Director, New Hampshire Office of State Planning, Attn: Intergovernmental Review Process/James E. Bieber, 2½ Beacon Street, Concord, New Hampshire 03301, Telephone (603) 271-2155

New Jersey

Mr. Gregory W. Adkins, Acting Director, Division of Community Resources, New Jersey Department of Community Affairs,

Trenton, New Jersey 08625-0803,
Telephone (609) 292-6613

Please direct correspondence and questions to: Andrew J. Jaskolka, State Review Process, Division of Community Resources, CN 814, Room 609, Trenton, New Jersey 08625-0803, Telephone (609) 292-9025

New Mexico

Mr. George Elliott, Deputy Director, State Budget Division, Room 190, Bataan Memorial Building, Santa Fe, New Mexico 87503, Telephone (505) 827-3640, FAX (505) 827-3006

New York

New York State Clearinghouse, Division of the Budget, State Capitol, Albany, New York 12224, Telephone (518) 474-1605

North Carolina

Mrs. Chrys Baggett, Director, Office of the Secretary of Admin., N.C. State Clearinghouse, 116 W. Jones Street, Raleigh, North Carolina 27603-8003, Telephone (919) 733-7232

North Dakota

North Dakota Single Point of Contact, Office of Intergovernmental Assistance, Office of Management and Budget, 600 East Boulevard Avenue, Bismarck, North Dakota 58505-0170, Telephone (701) 224-2094

Ohio

Mr. Larry Weaver, State Single Point of Contact, State/Federal Funds Coordinator, State Clearinghouse, Office of Budget and Management, 30 East Broad Street, 34th Floor, Columbus, Ohio 43266-0411, Telephone (614) 466-0698

Rhode Island

Mr. Daniel W. Varin, Associate Director, Statewide Planning Program, Department

of Administration, Division of Planning, 265 Melrose Street, Providence, Rhode Island 02907, Telephone (401) 277-2656

Please direct correspondence and questions to: Review Coordinator, Office of Strategic Planning

South Carolina

Omeagia Burgees, State Single point of Contact, Grant Services, Office of the Governor, 1205 Pendleton Street, Room 477, Columbia, South Carolina 29201, Telephone (803) 734-0494

Tennessee

Mr. Charles Brown, State Single Point of Contact, State Planning Office, 500 Charlotte Avenue, 309 John Sevier Building, Nashville, Tennessee 37219, Telephone (615) 741-1676

Texas

Mr. Thomas Adams, Governor's Office of Budget and Planning, P.O. Box 12428, Austin, Texas 78711, Telephone (512) 463-1778

Utah

Utah State Clearinghouse, Office of Planning and Budget, Attn: Ms. Carolyn Wright, Room 116 State Capitol, Salt Lake City, Utah 84114, Telephone (801) 538-1535

Vermont

Mr. Bernard D. Johnson, Assistant Director, Office of Policy Research & Coordination, Pavilion Office Building, 109 State Street, Montpelier, Vermont 05602, Telephone (802) 828-3326

West Virginia

Mr. Fred Cutlip, Director, Community Development Division, West Virginia Development Office, Building #6, Room 553, Charleston, West Virginia 25305, Telephone (304) 348-4010

Wisconsin

Mr. William C. Carey, Federal/State Relations Office, Wisconsin Department of Administration, 101 South Webster Street, P.O. Box 7864, Milwaukee, Wisconsin 53707, Telephone (608) 266-0267

Wyoming

Ms. Sheryl Jeffries, State Single Point of Contact, Herachler Building, 4th Floor, East Wing, Cheyenne, Wyoming 82002, Telephone (307) 777-7574

Guam

Mr. Michael J. Reidy, Director, Bureau of Budget and Management Research, Office of the Governor, P.O. Box 2950, Agaña, Guam 96910, Telephone (671) 472-2285

Northern Mariana Islands

State Single Point of Contact, Planning and Budget Office, Office of the Governor, Saipan, CM, Northern Mariana Islands 96950

Puerto Rico

Norma Burgos/Jose E. Caro, Chairman/Director, Puerto Rico Planning Board, Minillas Government Center, P.O. Box 41119, San Juan, Puerto Rico 00940-9985, Telephone (809) 727-4444

Virgin Islands

Jose L. George, Director, Office of Management and Budget, No. 41 Norregade Emancipation Garden Station, Second Floor, Saint Thomas, Virgin Islands 00802

Please direct correspondence to: Ms. Linda Clarke, Telephone (809) 774-0750.

BILLING CODE 4184-01-P

Instructions For The SF 424

This is a standard form used by applicants as a required facesheet for preapplications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item and Entry:

1. Self-explanatory.
2. Data application submitted to Federal agency (or State if applicable) & applicant's control number (if applicable).
3. State use only (if applicable).
4. If this application is to continue or revise an existing award, enter present Federal identifier number. If for a new project, leave blank.
5. Legal name of applicant, name of primary organizational unit which will undertake the assistance activity, complete address of the applicant, and name and telephone number of the person to contact on matters related to this application.
6. Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.
7. Enter the appropriate letter in the space provided.
8. Check appropriate box and enter appropriate letter(s) in the space(s) provided:
 - “New” means a new assistance award.
 - “Continuation” means an extension for an additional funding/budget period for a project with a projected completion date.
 - “Revision” means any change in the Federal Government's financial obligation or contingent liability from an existing obligation.
9. Name of Federal agency from which assistance is being requested with this application.
10. Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.
11. Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For reapplications, use a separate sheet to provide a summary description of this project.
12. List only the largest political entities affected (e.g., State, counties, cities).
13. Self-explanatory.
14. List the applicant's Congressional District and any District(s) affected by the program or project.
15. Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate *only* the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.
16. Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.
17. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.
18. To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)

BILLING CODE 4184-01-P

CMB Approval No. 0348-0044

BUDGET INFORMATION — Non-Construction Programs

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1.		\$	\$	\$	\$	\$
2.						
3.						
4.						
5. TOTALS		\$	\$	\$	\$	\$
SECTION B - BUDGET CATEGORIES						
6 Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					
	(1)	(2)	(3)	(4)	Total (5)	
a. Personnel	\$	\$	\$	\$	\$	
b. Fringe Benefits						
c. Travel						
d. Equipment						
e. Supplies						
f. Contractual						
g. Construction						
h. Other						
i. Total Direct Charges (sum of 6a - 6h)						
j. Indirect Charges						
k. TOTALS (sum of 6i and 6j)	\$	\$	\$	\$	\$	
7. Program Income	\$	\$	\$	\$	\$	

Standard Form 424A (4-88)
Prescribed by CMB Circular A-102

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.	\$	\$	\$	\$	\$
9.					
10.					
11.					
12. TOTALS (sum of lines 8 and 11)	\$	\$	\$	\$	\$
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	FUTURE FUNDING PERIODS (Years)			4th Quarter
		1st Quarter	2nd Quarter	3rd Quarter	
13. Federal	\$	\$	\$	\$	\$
14. Non-Federal					
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$	\$
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16.	\$	\$	\$	\$	
17.					
18.					
19.					
20. TOTALS (sum of lines 16-19)	\$	\$	\$	\$	
SECTION F - OTHER BUDGET INFORMATION (Attach additional Sheets if Necessary)					
21. Direct Charges:					
22. Indirect Charges:					
23. Remarks					

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Instructions for the SF-424A*General Instructions*

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

Section A. Budget Summary

Lines 1-4, Columns (a) and (b).

For applications pertaining to a *single* Federal grant program (Federal Domestic Assistance Catalog number) and *not requiring* a functional or activity breakdown, enter on Line 1 under Column (a) the catalog program title and the catalog number in Column (b).

For applications pertaining to a *single* program *requiring* budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the catalog program title on each line in *Column (a)* and the respective catalog number on each line in *Column (b)*.

For applications pertaining to *multiple* programs where one or more programs *require* a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

Lines 1-4, Columns (c) through (g).

For *new applications*, leave Columns (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

For *continuing grant program applications*, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in Columns (e) and (f) the amounts of funds needed for the upcoming period. The

amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

For *supplemental grants and changes* to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

Line 5—Show the totals for all columns used.

Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

Lines 6a-i—Show the totals of Lines 6a to 6h in each column.

Line 6j—Show the amount of indirect cost.

Line 6k—Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

Line 7—Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program narrative statement the nature and source of income. The estimated amount of program income may be considered by the federal grantor agency in determining the total amount of the grant.

Section C. Non-Federal Resources

Lines 8-11—Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a)—Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

Column (b)—Enter the contribution to be made by the applicant.

Column (c)—Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

Column (d)—Enter the amount of cash and in-kind contributions to be made from all other sources.

Column (e)—Enter totals of Columns (b), (c), and (d).

Line 12—Enter the total for each of Columns (b)-(e). The amount in Column (e)

should be equal to the amount on Line 5, Column (f), Section A.

Section D. Forecasted Cash Needs

Line 13—Enter the amount of cash needed by quarter from the grantor agency during the first year.

Line 14—Enter the amount of cash from all other sources needed by quarter during the first year.

Line 15—Enter the totals of amounts on Lines 13 and 14.

Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

Lines 16-19—Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

Line 20—Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

Section F. Other Budget Information

Line 21—Use this space to explain amounts for individual direct object-class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

Line 22—Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

Line 23—Provide any other explanations or comments deemed necessary.

Assurances—Non-Construction Programs

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will

establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88–352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92–255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290dd–3 and 290ee–3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination

statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91–646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply with the provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a to 276a–7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93–234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91–190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42

U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93–523), and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93–205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a–1 et seq.).

14. Will comply with P.L. 93–348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89–544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signature of Authorized Certifying Official
Title _____

Applicant Organization _____

Date Submitted _____

BILLING CODE 4184–01–P

U.S. Department of Health and Human Services
Certification Regarding Drug-Free Workplace Requirements
Grantees Other Than Individuals

By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.

This certification is required by regulations implementing the Drug-Free Workplace Act of 1988, 45 CFR Part 76, Subpart F. The regulations, published in the May 25, 1990 Federal Register, require certification by grantees that they will maintain a drug-free workplace. The certification set out below is a material representation of fact upon which reliance will be placed when the Department of Health and Human Services (HHS) determines to award the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HHS, in addition to any other remedies available to the Federal Government, may taken action authorized under the Drug-Free Workplace Act. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or governmentwide suspension or debarment.

Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios.)

If the workplace identified to HHS changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see above).

Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 USC 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15).

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

The grantee certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace; (2) The grantee's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and, (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

(1) Abide by the terms of the statement; and, (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or, (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant (use attachments, if needed):

Place of Performance (Street address, City, County, State, ZIP Code) _____

Check if there are workplaces on file that are not identified here.

Sections 76.630(c) and (d)(2) and 76.635(a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central receipt point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, S.W., Washington, D.C. 20201.

DGMO Form#2 Revised May 1990

Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Primary Covered Transactions

By signing and submitting this proposal, the applicant, defined as the primary participant in accordance with 45 CFR Part 76, certifies to the best of its knowledge and believe that it and its principals:

(a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency;

(b) have not within a 3-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

The inability of a person to provide the certification required above will not necessarily result in denial of participation in this covered transaction. If necessary, the prospective participant shall submit an explanation of why it cannot provide the certification. The certification or explanation will be considered in connection with the Department of Health and Human Services (HHS) determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

The prospective primary participant agrees that by submitting this proposal, it will include the clause entitled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transaction." provided below without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions (To Be Supplied to Lower Tier Participants)

By signing and submitting this lower tier proposal, the prospective lower tier participant, as defined in 45 CFR Part 76, certifies to the best of its knowledge and belief that it and its principals:

(a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

(b) where the prospective lower tier participant is unable to certify to any of the above, such prospective participant shall attach an explanation to this proposal.

The prospective lower tier participant further agrees by submitting this proposal that it will include this clause entitled "certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions. "without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the

undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

State for Loan Guarantee and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the require statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature

Title

Organization

Date

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change</p> <p>For Material Change Only: year _____ quarter _____ date of last report _____</p>
<p>4. Name and Address of Reporting Entity:</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:</p> <p>Congressional District, if known:</p>		<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known:</p>
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable: _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p> <p>\$ _____</p>	
<p>10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):</p>		<p>b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):</p>
<p><i>(attach Continuation Sheet(s) SF-LLL-A, if necessary)</i></p>		
<p>11. Amount of Payment (check all that apply):</p> <p>\$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned</p>	<p>13. Type of Payment (check all that apply):</p> <p><input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other; specify: _____</p>	
<p>12. Form of Payment (check all that apply):</p> <p><input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ value _____</p>		
<p>14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11:</p> <p><i>(attach Continuation Sheet(s) SF-LLL-A, if necessary)</i></p>		
<p>15. Continuation Sheet(s) SF-LLL-A attached: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
<p>16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		<p>Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____</p>
<p>Federal Use Only</p>		<p>Authorized for Local Reproduction Standard Form - LLL</p>