

Liberty Street, New York, New York 10045:

1. *United Counties Bancorporation*, Cranford, New Jersey; to engage *de novo* through its subsidiary, *United Capital Corporation*, Cranford, New Jersey, in the leasing of personal or real property; acting as insurance agent on insurance directly related to an extension of credit or the provision of other financial services by the holding company or its subsidiaries; and providing discount securities brokerage services. These activities would be performed in the states of New Jersey, New York, and Pennsylvania.

Board of Governors of the Federal Reserve System, May 15, 1984.

James McAfee,

Associate Secretary of the Board.

[FR Doc. 84-13548 Filed 5-18-84; 8:45 am]

BILLING CODE 3210-01-M

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Office of the Secretary

[Docket No. N-84-1389; FR-1949]

Fund Availability and Solicitation of Proposals for Project Self-Sufficiency

AGENCY: Office of the Secretary, HUD.

ACTION: Notice of Fund Availability and solicitation of proposals from eligible communities to participate in Project Self-Sufficiency.

SUMMARY: HUD is soliciting proposals from units of local government including county governments to participate in Project Self-Sufficiency. The Department is interested in encouraging local governments to develop and implement programs to enable unemployed or underemployed very low-income single parents with young children to become economically self-sufficient through the cooperative efforts of the public and private sectors. This demonstration which involves the resources of several offices within the Department of Housing and Urban Development will be coordinated by the Office of the Assistant Secretary for Policy Development and Research.

DATES: Application Deadline: Applications for participation must be received by HUD by 5 p.m. Eastern Standard Time on July 20, 1984. Comment due date: July 20, 1984.

ADDRESS: An original and two copies of the proposal should be sent to: Department of Housing and Urban Development, Attention: Project Self-Sufficiency, Room 10100, 451 Seventh Street, S.W., Washington, D.C. 20410.

HUD invites interested persons to submit comments on this Notice to the Office of General Counsel, Rules Docket Clerk, Room 10276, Department of Housing and Urban Development, 451 Seventh Street, S.W., Washington, D.C. 20410. Comments should refer to docket number and title. A copy of each set of comments submitted will be available for public inspection and copying during regular business hours at this address.

FOR FURTHER INFORMATION CONTACT: Margot Singleton, Telephone: (202) 426-6030 or Mary Silveira, (202) 755-7123.

SUPPLEMENTARY INFORMATION: "Project Self Sufficiency" is designed to aid unemployed or underemployed very low-income single parents with young children make the transition from public assistance to productive employment and economic self-sufficiency. Activities to be carried out by local governments selected to participate in this demonstration will include, but are not limited to, housing assistance, child care, life skills and career counseling, and job training and placement.

The Department will provide the Public Housing Agency administering a Section 8 Existing Housing Program in a community selected for participation in this demonstration with a special allocation of Section 8 existing housing certificates to be used in conjunction with the local Self-Sufficiency project. Up to 5000 Section 8 certificates will be made available nationwide for this demonstration. Certificates will be awarded based upon applicant needs as defined in the community's application, and according to the criteria set forth in this Notice. It is anticipated that most communities will request between 50 and 200 certificates. HUD will also provide, to the maximum extent possible technical assistance by HUD staff and private consultants to assist participating communities to implement effective Self-Sufficiency programs.

Each participating community will have the flexibility to design a Self-Sufficiency program to meet its local needs, priorities and government structures within the guidelines established in this Notice.

Communities are invited to submit an application for participation in this program in accordance with the requirements established in this Notice. The application must be signed by the chief executive officer. In addition the public is invited to submit comments. Section 470 of the Housing and Urban-Rural Recovery Act of 1983 requires that the Department provide a 60 day comment period for a demonstration program of this type.

1. Background

In 1982, almost 11 percent of the more than 61 million families in the U.S. were single parent families, according to data available from the U.S. Census Bureau. These families included 6.8 million children under the age of twelve or approximately six percent of all children under twelve in the country. More than one-half of those families with at least two children had incomes below the poverty level.

Single parent families with low incomes face many difficult problems. Many single parents are unemployed or underemployed and lack resources such as adequate child care services, transportation or a stable housing environment necessary to enable them to acquire skills to obtain employment.

Over the years a variety of local, State and Federal programs, including welfare, housing assistance and job training, have been established to deal with specific needs of lower income families. However, these programs are generally administered separately by different agencies at varying levels of government. Additionally, charitable organizations that can and do provide assistance to needy families exist in every community but rarely are these private organization efforts coordinated with that of the public sector. Thus, even though their clientele may be the same, there is often no effective mechanism established within the community to integrate these services and programs.

Project Self-Sufficiency is an effort to encourage communities to develop effective mechanisms for integrating the various support services—both public and private—that exists in the community into a personal development program for single parents to enable them to make the transition from welfare dependency to productive employment.

Two projects—Project Independence in Prince Georges County, Maryland and Warren Village in Denver, Colorado—have served as pilots for this demonstration. Based upon the experiences with these pilot programs, three basic precepts have been developed for Project Self-Sufficiency.

First, communities must screen applicants carefully to insure that those single parents selected for the program are motivated to become self-sufficient. Second, a comprehensive approach must be developed to coordinate public and private resources to make available transportation, housing, child care, education and job training to meet the multiple needs of single-parent families seeking to become self-sufficient. Third,

the local private sector must be willing to take the lead in identifying prospective jobs in the community, determining the types of training programs that will be needed to qualify single parents for those jobs, and assisting in actual job placement.

Under Project Self-Sufficiency, communities will be able to use a special allocation of Section 8 existing housing certificates to help single parent participants obtain housing that is not only decent, safe, sanitary and affordable, but also allows access to the full range of support services to be provided as part of the community's self-sufficiency program. Decent and affordable housing is a first step in creating the stable environment necessary to allow these single parents to develop their capabilities to become self-sufficient members of the community. Communities should coordinate the use of local public funds, which may include CDBG funds, to support the other components of the self-sufficiency program and must secure commitments from the local private sector to provide additional resources.

2. Goals of the Program

The overall goal of Project Self-Sufficiency is to enable very low income single parents to become socially and economically self-sufficient. Specific objectives of the program include:

(a) To create an awareness in local communities of the problems faced by single parent, very low income families and to mobilize community support for an effort to help them become self-sufficient and productive members of the community;

(b) To demonstrate the capacity of local communities to assist very low income single parents to become self-sufficient by the efficient and innovative use of existing public and private resources;

(c) To develop a range of effective strategies for generating private sector involvement and integrating these private sector resources with public assistance programs; and

(d) To document the implementation of successful Self-Sufficiency programs that will be replicable in other communities.

3. Resources to be Committed by HUD and Other Participants

3.1 Each participating community must commit the resources of its local social service agencies to provide such support as may be appropriate for the program. Such resources may include, but are not limited to, Community Development Block Grant funds; Job

Training Partnership Act funds; Department of Health and Human Services funds; transportation; the use of publicly-owned buildings and property; local government staff, labor and equipment; and general revenues.

3.2 The chief executive officer of the participating community shall establish a Task Force of representatives from the local public and private sectors to oversee the planning and implementation of the local Self-Sufficiency program. Although the Task Force may identify an administrator for the project, the Task Force shall be the principal overseeing body and shall be responsible for pulling together the various public and private resources necessary for program implementation.

The Task Force must include representatives from the Public Housing Agency, local public and private agencies that have resources or programs available to assist unemployed single parents, local businesses, educational facilities and the single parent population. Communities are encouraged to involve the local Private Industry Council, if one exists, and to include members of the medical, religious, and financial communities in the Task Force.

3.3 Each participating local government must also commit to generating private sector commitments for the program. Evidence of private sector commitments will be willingness of such organizations to provide the local Self-Sufficiency program with such assistance as:

- Monetary contributions
- Employment skills training; on-the-job training
- Child care support services
- Counseling
- Employment opportunities and placement
- Information/referrals
- Donations of equipment, supplies or space; and
- Volunteer time

3.4 HUD will provide a special allocation of Section 8 existing housing certificates for use in communities selected for participation in this demonstration. These certificates will be provided to the local public housing agency by HUD. The PHA shall be responsible for the administration of the certificates in the community in accordance with the local Self-Sufficiency program approved by HUD. The certificates are to be made available to single parents selected for participation in the community's self-sufficiency program to enable them to locate decent and affordable housing of their choice. Use of the certificates may

not be restricted to particular housing units, although as discussed in Section 4.6 below, some communities may find it feasible to encourage single parent participants to obtain housing in a single building or area if doing so would facilitate the coordination of the other support services.

Up to 5000 certificates will be made available for this demonstration. The number of certificates to be provided to each participating community by HUD through the PHA will be within the limits of overall availability and in keeping with the projected use proposed in the community's application.

The Assistant Secretary for Housing-Federal Housing Commissioner will issue appropriate waivers, including waivers of 24 CFR 882.207(a) to permit participating PHAs to target this special allocation of certificates initially to eligible single parents who are participants in the self-sufficiency program. Single parents selected for participation must be on the PHA's Section 8 waiting list at the time the certificates are issued. Once a certificate has been used by a Project Self-Sufficiency participant, any turnover of the certificate becomes a part of the PHA's regular Section 8 Existing Housing Program.

3.5 Once communities have been selected for participation in this demonstration, the participating PHAs will be required to submit the necessary Section 8 existing housing application and a revised Administrative Plan by August 15 to the appropriate HUD field office.

3.6 The local PHA must agree in writing as part of the application package submitted by the community to administer the Section 8 certificates on behalf of the local self-sufficiency program and to cooperate in screening eligible program participants.

3.7 To the extent possible, HUD will provide technical assistance from headquarters and field staff and from private consultants at no cost to communities selected for participation in the demonstration.

4. Local Self-Sufficiency Program Design

Each participating community may design a Self-Sufficiency program that reflects local needs and priorities, available resources, and the existing local government structure within the overall guidelines set forth in this Notice. Activities that are required to be undertaken in all local Self-Sufficiency programs are described in the following paragraphs:

4. *Establishment of a Local Task Force.* Each program should begin with

the establishment of a local Task Force as described in Section 3.2 above. A strong local Task Force will be the motivating force to help the community plan, develop and implement its self-sufficiency program. The Task Force will be responsible for conducting a local needs assessment (described below), developing community objectives for the program and an action plan to meet those objectives, identifying and securing commitments of local public and private resources and overseeing the administration of the program. The single most important role of the local Task Force must be that of planning and harnessing overall community resources into commitments for specific program support activities.

4.2 Generating Private Sector Resources. The Task Force must identify and recruit an active group local private organizations willing to commit funds, staff, equipment, use of buildings and property, training assistance, housing, employment opportunities, and other services to the program. Such organizations may include:

- Business;
- Employee organizations;
- Religious organizations;
- Neighborhood organizations;
- Private schools and colleges;
- Cultural and civic organizations;
- Voluntary and non-profit service groups;
- Foundations and corporate philanthropies;
- Individual givers

4.3 Needs Assessment. The planning of the local program should begin with a needs assessment to identify the particular problems faced by the target population and the activities and services needed to address these problems. The needs assessment should also identify areas of potential employment in the community and the resources and activities needed to help single parents obtain jobs in these areas.

4.4 Action Plan. Each community, through its local Task Force, should develop an action plan outlining specific activities and services necessary to meet the needs of program participants as discovered in the needs assessment. The plan must describe specific steps that will be taken to deliver the program services and activities, specify a time frame for each step, show how public and private resources will be integrated to implement the program, and delineate responsibilities for each step of implementation.

Although the Self-Sufficiency action plan developed by the Task Force in each community should be tailored to meet program participant needs and to

make full use of community resources unique to the community as identified by the needs assessment, each action plan shall include at a minimum the following activities and services:

- Careful screening and selection of program participants to ensure that those selected are motivated to become self-sufficient;
- Housing assistance;
- Child care services;
- Counseling and personal development training;
- Development of job skills including on-the-job training where appropriate;
- Job placement through private sector job commitments;
- Public transportation access;
- Monitoring of individual progress so problems can be identified early enough to make adjustments to reduce the potential for drop-outs.

Other suggested, though not required, program elements include:

- General education (GED) training;
- Support group discussions;
- Preventive health care training;
- Financial counseling;
- Household maintenance training.

4.5 Selection of Program Participants.

The local Task Force, in consultation with the PHA, local social service agencies and others as may be designated by the Task Force, will select program participants. Those selected for participation must be very low-income families as defined in section 3(b)(2) of the United States Housing Act of 1937, and otherwise determined by the PHA to be eligible for assistance at the time of selection. Additionally, applicants should be carefully screened to determine whether they have the necessary motivation to become self-sufficient. Applicants selected for participation must enroll in the Self-Sufficiency program before securing a housing certificate made available through this demonstration.

7.6 Housing Assistance. The local Public Housing Agency shall be responsible for distributing Section 8 certificates to single parents selected and participating in this program. Housing assistance must be assimilated into the larger purpose of helping to create a stable environment for these single parents to allow them to participate in job training programs without undue concern for the welfare and safety of their families. Therefore to the extent possible, the PHA should assist program participants to locate suitable housing by providing them with a list of available units that facilitate participation in the self-sufficiency program such as easy access to public transportation and/or job training sites.

The community may find it feasible to encourage program participants to utilize their housing certificates to obtain housing in a particular area if doing so would facilitate the coordination of other support services. However, a community may not mandate that utilization of the certificates be restricted to any particular building or area. All housing must meet the program requirements for the Section 8 Existing Housing Program (See 24 CFR Part 882).

4.7 Child care. The availability of quality child care services is considered an essential element of a successful Self-Sufficiency program. Single parents must feel assured that their children are being adequately cared for. Lack of quality child care or unreliable child care services can contribute to the failure of participants to take full advantage of the range of support services which have been identified for them and may result in absenteeism rates that preclude satisfactory completion of job training programs.

Single parent participants should receive guidance in the selection of appropriate child care services. Communities may wish to consider establishing with the help of the private sector, a centralized child care facility for the children of project Self-Sufficiency participants if doing so would facilitate access by participants to other elements of the self-sufficiency program such as evening support group meetings.

A community in which the participating PHA does not already have a child care services program in place should note section 222 of the Housing and Urban-Rural Recovery Act of 1983, Pub. L. 98-181, November 30, 1983. Section 222 authorizes a "Public Housing Child Care Demonstration" to determine the feasibility of using public housing facilities in the provision of child care services for lower income families who reside in public housing.

Under the provisions of section 222, the Secretary shall authorize the use of public housing agency facilities for child care services where communities use community development block grant funds either alone or in conjunction with other funds for (1) minor renovations to make the facilities suitable for child care and (2) support of child care services in such facilities. Only public housing agencies which do not have a child care services program already in operation may qualify for the demonstration authorized under section 222.

The purpose of this Congressionally authorized demonstration is to determine the extent to which the

availability of child care services in lower income housing projects facilitates the employability of the heads of such families. This Congressionally authorized demonstration encourages these child care services programs to be designed to the extent practicable to involve the participation of the parents of children benefiting from the program and to employ in part-time positions elderly individuals who reside in the public housing project.

Because the intent of the congressional action to facilitate the employability of heads of households so closely parallels that of the Department in undertaking this Self-Sufficiency demonstration, applicants for the Self-Sufficiency demonstration are encouraged to incorporate, if appropriate, the child care demonstration into their self-sufficiency program design. This could be done by establishing a complementary program for public housing residents who could be provided with the same support services as the Section 8 certificate recipients except that their child care services would have to meet the criteria of section 222 of the Housing and Urban-Rural Recovery Act. If a child care services program for public housing residents was established which met the requirements of section 222, it could also serve as a centralized child care facility for the children of all Project Self-Sufficiency participants. Applicants are encouraged to indicate their willingness to participate in this Congressionally authorized child care demonstration in their response to this NOFA.

4.8 Transportation. Attention should be paid to the transportation needs of program participants since experience in the pilot projects indicates a high correlation between the availability of transportation and the degree to which program participants avail themselves of the full range of other support services, such as evening education classes and support group meetings.

4.9 Employment/Like Skills Training. While appropriate screening to select as participants only those single parents with a desire to become self-sufficient is a must, experience in the pilot projects indicates that basic life skills training, such as proper dress for the workplace and the necessity for punctuality, is often needed even for those with the necessary motivation.

4.10 Job Development and Placement. Experience with the pilot projects demonstrated the importance of identifying potential employer early in the planning process, so that the job training programs can be tailored to the needs of the job providers. The involvement of private sector members

of the Task Force is especially critical at this stage of program implementation. The design of a community's self-sufficiency program should include the use of a skilled placement officer to match individual program participants with employment opportunities. Placement officers must be thoroughly familiar with the program participant's skills and personality so that an appropriate match can be made. Job placement must be the cornerstone and expected outcome of any training program that is undertaken.

4.11 Program Requirement. Communities participating in Project Self-Sufficiency must comply with all applicable Section 8 Existing Housing regulations (except as may be provided for in waivers to be issued by HUD and noted in paragraph 3.4 above). If funds are used for the local self-sufficiency program from any other source of federal assistance, the regulations and requirements of those programs must also be followed.

5. Application Requirements

A proposal should be submitted containing the following:

5.1 A narrative on why a Self-Sufficiency program is needed in the community.

5.2 A statement of the number of Section 8 Existing Housing Certificates needed to support the local self-sufficiency program and information which supports that number (e.g. PHA waiting list figures, local Department of Human Services data, etc.)

5.3 A description of the local Task Force that is being established and a statement indicating its capacity to perform the functions outlined in Section 4 above. Since the Task Force shall be responsible for marshalling resource commitments from local public agencies, private organizations and individuals to support the program, this section of the application will receive particular scrutiny in the selection process.

5.4 A letter from the Public Housing Agency authorized to administer a Section 8 existing housing program in the community agreeing to participate in the demonstration and stating its willingness to administer the certificates being requested for that community's Self-Sufficiency program under the conditions set forth in this Notice. The letter should also indicate the PHA's willingness to cooperate as a member of the local Task Force in the overall planning and implementation of the project. If the PHA is not currently administering a Section 8 existing housing program, this should be noted in the application.

5.5 Please note that the application process does not anticipate that the community will have completed the Action Plan described in Section 4.4 at the time of application.

6. Selection and Approval Procedures

6.1 Applications will be reviewed, rated and ranked by HUD Headquarters. The Department will seek diversity in its selection of participants according to geographical location, population and type of government (city, county, or other locality). Field office comments will be solicited concerning the PHA's past performance in administering the Section 8 existing housing program. Other factors to be taken into consideration in assessing each application will include:

- Extent of local public sector resources committed to the program;
- Extent to which the composition of the Task Force represents a broad spectrum of the community capable of marshalling the necessary public and private sector resources;
- Extent to which the application reflects an understanding of the Project Self-Sufficiency concept;
- Degree of cooperation exhibited between the local government, the PHA and the private sector; and
- Ability of the applicant to implement the program within a reasonable period of time.

6.2 Preliminary selection of participants shall be made by the Assistant Secretary for Policy Development and Research in consultation with the Assistant Secretaries for Housing, and Public and Indian Housing. Final selection shall be by the Secretary.

7. Other Matters

7.1 This Notice affects the following Federal program listed in the Catalog of Federal Domestic Assistance at the specified number: Low-Income Housing Assistance Programs—Section 8 (14.156).

7.2 Periodically, communities selected for participation in this demonstration will be asked to provide information for purposes of program evaluation to HUD or HUD's designee.

7.3 The information collection requirements contained in this Notice have been submitted to the Office of Management and Budget (OMB) for approval under the Paperwork Reduction Act. No person may be subjected to a penalty for failure to comply with these information collection requirements until they have been approved and assigned an OMB control number. The OMB control

number, when it is assigned, will be announced by separate notice in the **Federal Register**.

Authority: Section 7(d), Department of Housing and Urban Development Act, 42 U.S.C. 3535(d); Section 222, Housing and Urban-Rural Recovery Act of 1983, Pub. L. 98-181, 97 Stat. 1153, Approved November 30, 1983.

Dated: May 16, 1984.

Samuel R. Pierce, Jr.,
Secretary.

[FR Doc. 84-13573, Filed 5-18-84; 8:45 am]

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DEPARTMENT OF THE INTERIOR

[516 DM 2-4]

National Environmental Policy Act; Revised Implementing Procedures

AGENCY: Department of the Interior.

ACTION: Notice of revised instructions.

SUMMARY: This notice announces revised instructions for implementing the National Environmental Policy Act (NEPA) within the Department of the Interior. These procedures were previously published in the **Federal Register** on April 23, 1980 (45 FR 27541) and the proposed revisions were published on September 29, 1983 (48 FR 44661).

EFFECTIVE DATE: May 11, 1984.

FOR FURTHER INFORMATION CONTACT:

Bruce Blanchard, Director, Office of Environmental Project Review, Office of the Secretary, Department of the Interior, Washington, D.C. 20240, Telephone (202) 343-3891.

SUPPLEMENTARY INFORMATION: The Department's implementing instructions for NEPA appear in the **Federal Register** at 45 FR 27541 (April 23, 1980) and revisions were proposed at 48 FR 44661 (September 29, 1983). These revisions are a result of a continuing process of updating our NEPA procedures to reduce unnecessary paperwork and to improve the consideration of environmental factors in decisionmaking. For example, the following revisions have been made since the original procedures, including Bureau appendices, were completed in January 1981:

- 516 DM 6, Appendix 1 (FWS), 47 FR 28841, July 1, 1982
- 516 DM 6, Appendix 5 (BLM), 48 FR 43731, September 26, 1983
- 516 DM 6, Appendix 9 (BuRec), 48 FR 17151, April 21, 1983
- 516 DM 6, Appendix 7 (NPS), 49 FR 9273, March 12, 1984 (proposed)

Later this year we expect to propose changes to the Bureau appendices for the Bureau of Indian Affairs, Office of Surface Mining, and Minerals Management Service.

When we proposed this revision we received only one comment as a result of our **Federal Register** notice, from the Environmental Protection Agency (EPA). The EPA endorsed the proposed revisions, identified a possible shortcoming, and offered several other recommendations for changes.

The EPA felt that the lack of a reporting or documentation procedure and a consultative process with affected agencies for categorically excluded actions was a possible shortcoming. We disagree. The Department's categorical exclusions cover several hundred thousand actions each year which in our experience do not cause significant environmental effects. A Departmental requirement to report or document each of these exclusions would not improve the consideration of significant environmental effects and would substantially increase costs and unnecessary paperwork. In addition we believe that the many existing program requirements for consulting with affected agencies are sufficient for these types of actions. On the other hand the EPA may not be aware that some of our Bureaus do prepare checklists for certain categorical exclusions of particular interest to them and these appear in their handbooks.

The EPA also recommended clarifications that (1) environmental documents be prepared "pursuant to NEPA" in 516 DM 2.3A (3), (2) "proposed or designated" wilderness areas, wild and scenic rivers and National Landmarks be added to 516 DM 2, Appendix 2.2, and (3) "minor" be defined narrowly in 516 DM 2, Appendix 1.9 because land transactions and boundary changes in the West can be highly controversial. We have not adopted these suggestions for the following reasons: (1) The Department's procedures adopt (516 DM 1.7B) and supplement (516 DM 2.1) the CEQ regulations and "environmental documents" are always prepared pursuant to NEPA because they are defined in those regulations in § 1508.10. (2) Appendix 2.2 pertains to unique geographic characteristics, identifies generic examples of some, and is based on § 1508.27(b)(3) of the CEQ regulations. The recommendation implies formal designations, raises an unnecessary issue about who proposes such characteristics and would be inconsistent with CEQ's regulations. (3)

If "minor" land transactions and boundary changes have highly controversial environmental effects then the exception in Appendix 2.3 applies and an environmental document must be prepared.

In addition to the revisions proposed in September we have made a few minor technical, formatting and conforming changes in the procedures. This revision now makes changes in the following sections of the Departmental Manual:

1. It revises §§ 1.3, 1.4, 1.6, 1.7 and 1.8 and adds §§ 1.9, 1.10 and 1.11 in Appendix 1 of 516 DM 2 which lists Department-wide categorical exclusions. These changes reflect our experience over the past several years and are meant to clarify and identify categories of actions which apply to all elements of the Department.

2. It amends 516 DM 2.3A(3) which establishes exceptions to the categorical exclusions listed in Appendix 1 to Chapter 2 (Department-wide) and Appendices 1-9 to Chapter 6 (Bureaus), and places these exceptions in a new Appendix 2 of 516 DM 2. Non-editorial changes occur in §§ 2.4, 2.5, 2.6 and 2.8. The substantive effect of the amendments reduces the scope of some of the exceptions and will lead to fewer unnecessary environmental assessments (EA). It will not reduce the number of environmental impact statements (EIS).

3. It adds a new § 3.6 to 516 DM 3 to provide for the adoption of EA's prepared by others. We believe this is a necessary addition and it is consistent with the recent guidance promulgated by the Council on Environmental Quality (48 FR 34263).

4. It deletes the previous Appendix 1 to 516 DM 4. This appendix provided no substantive guidance in preparing EIS's and required too much paperwork to keep current in the Departmental Manual. We will update and reissue it as a supplemental directive of the Office of Environmental Project Review.

5. It updates the previous Appendix 2 to 516 DM 4 and redesignates it as Appendix 1. The revision merely updates the appendix to reflect the current edition of the Catalog of Federal Domestic Assistance.

6. It makes minor technical and conforming changes to 516 DM 2 and 516 DM 4. For convenience 516 DM 2 with Appendices 1 and 2, 516 DM 3, and Appendix 1 to 516 DM 4 are printed in their entirety.

Dated: May 11, 1984.

Joseph W. Gorrell,

Deputy Assistant Secretary, Policy, Budget & Administration.

DEPARTMENTAL MANUAL

Part 516 National Environmental Policy Act of 1969

Chapter 2 Initiating the NEPA Process

2.1 Purpose. This Chapter provides supplementary instructions for implementing those portions of the CEQ regulations pertaining to initiating the NEPA process.

2.2 Apply NEPA Early (1501.2).

A. Bureaus will initiate early consultation and coordination with other bureaus and any Federal agency which has jurisdiction by law or special expertise with respect to any environmental impact involved, and with appropriate Federal, State, local and Indian tribal agencies authorized to develop and enforce environmental standards.

B. Bureaus will also consult early with interested private parties and organizations, including when the Bureau's own involvement is reasonably foreseeable in a private or non-Federal application.

C. Bureaus will revise or amend program regulations or directives to insure that private or non-Federal applicants are informed of any environmental information required to be included in their applications and of any consultation with other Federal agencies, and State, local or Indian tribal governments required prior to making the application. A list of these regulations or directives will be included in each Bureau Appendix to Chapter 6.

2.3 Whether to Prepare an EIS (1501.4).

A. Categorical Exclusions (CX) (1508.4).

(1) The following criteria will be used to determine actions to be categorically excluded from the NEPA process:

(a) The action or group of actions would have no significant effect on the quality of the human environment, and

(b) The action or group of actions would not involve unresolved conflicts concerning alternative uses of available resources.

(2) Based on the above criteria, the classes of actions listed in Appendix 1 to this Chapter are categorically excluded, Department-wide, from the NEPA process. A list of CX specific to Bureau programs will be included in each Bureau Appendix to Chapter 6.

(3) The exceptions listed in Appendix 2 to this Chapter apply to individual actions within CX. Environmental

documents must be prepared for any actions involving these exceptions.

(4) Notwithstanding the criteria, exclusions and exceptions above, extraordinary circumstances may dictate or a responsible Departmental or Bureau official may decide to prepare an environmental document.

B. *Environmental Assessment (EA)* (1508.9). See 516 DM 3.

C. *Finding of No Significant Impact (FONSI)* (1508.13). A FONSI will be prepared as a separate covering document based upon a review of an EA. Accordingly, the words *include(d)* in Section 1508.13 should be interpreted as *attach(ed)*.

D. *Notice of Intent (NOI)* (1508.22). A NOI will be prepared as soon as practicable after a decision to prepare an environmental impact statement and shall be published in the *Federal Register*, with a copy to the Office of Environmental Project Review, and made available to the affected public in accordance with Section 1506.6. Publication of a NOI may be delayed if there is proposed to be more than three (3) months between the decision to prepare an environmental impact statement and the time preparation is actually initiated. The Office of Environmental Project Review will periodically publish a consolidated list of these notices in the *Federal Register*.

E. *Environmental Impact Statement (EIS)* (1508.11). See 516 DM 4. Decisions/actions which would normally require the preparation of an EIS will be identified in each Bureau Appendix to Chapter 6.

2.4 Lead Agencies (1501.5).

A. The Assistant Secretary-Policy, Budget and Administration will designate lead Bureaus within the Department when Bureaus under more than one Assistant Secretary are involved and will represent the Department in consultations with CEQ or other Federal agencies in the resolution of lead agency determinations.

B. Bureaus will inform the Office of Environmental Project Review of any agreements to assume lead agency status.

C. A non-Federal agency will not be designated as a joint lead agency unless it has a duty to comply with a local or State EIS requirement that is comparable to a NEPA statement. Any non-Federal agency may be a cooperating agency by agreement. Bureaus will consult with the Solicitor's Office in cases where such non-Federal agencies are also applicants before the Department to determine relative lead/cooperating agency responsibilities.

2.5 Cooperating Agencies (1501.6).

A. The Office of Environmental Project Review will assist Bureaus and coordinate requests from non-Interior agencies in determining cooperating agencies.

B. Bureaus will inform the Office of Environmental Project Review of any agreements to assume cooperating agency status or any declinations pursuant to Section 1501.6(c).

2.6 Scoping (1501.7).

A. The invitation requirement in Section 1501.7(a)(1) may be satisfied by including such an invitation in the NOI.

B. If a scoping meeting is held, consensus is desirable; however, the lead agency is ultimately responsible for the scope of an EIS.

2.7 *Time Limits* (1501.8). When time limits are established they should reflect the availability of personnel and funds.

Chapter 2 Appendix 1, Departmental Categorical Exclusions

The following actions are categorical exclusions (CX) pursuant to 516 DM 2.3A(2). However, environmental documents will be prepared for individual actions within these CX if the exceptions listed in 516 DM 2, Appendix 2, apply.

1.1 Personnel actions and investigations and personnel services contracts.

1.2 Internal organizational changes and facility and office reductions and closings.

1.3 Routine financial transactions, including such things as salaries and expenses, procurement contracts, guarantees, financial assistance, income transfers, audits, fees, bonds and royalties.

1.4 Law enforcement and legal transactions, including such things as arrests, investigations, patents, claims, legal opinions, and judicial activities including their initiation, processing, settlement, appeal or compliance.

1.5 Regulatory and enforcement actions, including inspections, assessments, administrative hearings and decisions; when the regulations themselves or the instruments of regulations (leases, permits, licenses, etc.) have previously been covered by the NEPA process or are exempt from it.

1.6 Non-destructive data collection, inventory (including field, aerial and satellite surveying and mapping), study, research and monitoring activities.

1.7 Routine and continuing government business, including such things as supervision, administration, operations, maintenance and replacement activities having limited context and intensity; e.g. limited size and magnitude or short-term effects.

1.8 Management, formulation, allocation, transfer and reprogramming of the Department's budget at all levels. (This does not exclude the preparation of environmental documents for proposals included in the budget when otherwise required.)

1.9 Legislative proposals of an administrative or technical nature, including such things as changes in authorizations for appropriations, and minor boundary changes and land transactions; or having primarily economic, social, individual or institutional effects; and comments and reports on referrals of legislative proposals.

1.10 Policies, directives, regulations and guidelines of an administrative, financial, legal, technical or procedural nature; or the environmental effects of which are too broad, speculative or conjectural to lend themselves to meaningful analysis and will be subject later to the NEPA process, either collectively or case-by-case.

1.11 Activities which are educational, informational, advisory or consultative to other agencies, public and private entities, visitors, individuals or the general public.

Chapter 2 Appendix 2, Exceptions to Categorical Exclusions

The following exceptions apply to individual actions within categorical exclusions (CX). Environmental documents must be prepared for actions which may:

2.1 Have significant adverse effects on public health or safety.

2.2 Have adverse effects on such unique geographic characteristics as historic or cultural resources, park, recreation or refuge lands, wilderness areas, wild or scenic rivers, sole or principal drinking water aquifers, prime farmlands, wetlands, floodplains, or ecologically significant or critical areas, including those listed on the Department's National Register of Natural Landmarks.

2.3 Have highly controversial environmental effects.

2.4 Have highly uncertain and potentially significant environmental effects or involve unique or unknown environmental risks.

2.5 Establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental effects.

2.6 Be directly related to other actions with individually insignificant but cumulatively significant environmental effects.

2.7 Have adverse effects on properties listed or eligible for listing on the National Register of Historic Places.

2.8 Have adverse effects on species listed or proposed to be listed on the List of Endangered or Threatened Species, or have adverse effects on designated Critical Habitat for these species.

2.9 Require compliance with Executive Order 11988 (Floodplain Management), Executive Order 11990 (Protection of Wetlands), or the Fish and Wildlife Coordination Act.

2.10 Threaten to violate a Federal, State, local or tribal law or requirement imposed for the protection of the environment.

Chapter 3 Environmental Assessments

3.1 Purpose. This Chapter provides supplementary instructions for implementing those portions of the CEQ regulations pertaining to environmental assessments (EA).

3.2 When to Prepare (1501.3).

A. An EA will be prepared for all actions, except those covered by a categorical exclusion, covered sufficiently by an earlier environmental document, or for those actions for which a decision has already been made to prepare an EIS. The purpose of such an EA is to allow the responsible official to determine whether to prepare an EIS.

B. In addition, an EA may be prepared on any action at any time in order to assist in planning and decisionmaking.

3.3 Public Involvement.

A. Public notification must be provided and, where appropriate, the public involved in the EA Process (1506.6).

B. The scoping process may be applied to an EA (1501.7).

3.4 Content

A. At a minimum, an EA will include brief discussions of the need for the proposals, of alternatives as required by section 102(2) of NEPA, of the environmental impacts of the proposed action and such alternatives, and a listing of agencies and persons consulted (15.8.9(b)).

B. In addition, an EA may be expanded to describe the proposal, a broader range of alternatives, and proposed mitigation measures if this facilitates planning and decisionmaking.

C. The level of detail and depth of impact analysis should normally be limited to that needed to determine whether there are significant environmental effects.

D. An EA will contain objective analyses which support its environmental impact conclusions. It will not, in and of itself, conclude whether or not an EIS will be prepared. This conclusion will be made upon

review of the EA by the responsible official and documented in either a NOI or FONSI.

3.4 Format.

A. An EA may be prepared in any format useful to facilitate planning and decisionmaking.

B. EA may be combined with any other planning or decisionmaking document; however, that portion which analyzes the environmental impacts of the proposal and alternatives will be clearly and separately identified and to spread throughout or interwoven into other section of the document.

3.6 Adoption.

A. An EA prepared for a proposal before the Department by another agency, entity or person, including an applicant, may be adopted if, upon independent evaluation by the responsible official, it is found to comply with this Chapter and relevant provisions of the CEQ regulations.

B. When appropriate and efficient, a responsible official may augment such an EA when it is essentially but not entirely in compliance in order to make it so.

C. If such an EA or augmented EA is adopted, the responsible official must prepare his/her own NOI or FONSI which also acknowledges the origin of the EA and takes full responsibility for its scope and content.

Chapter 4 Environmental Impact Statements

Revise 516 DM 4.15 to read: A. A list of related environmental review and consultation requirements is available from the Office of Environmental Project Review.

Revise 516 DM 4.16A to read: A. Comments from state agencies will be requested through procedures established by the Governor pursuant to Executive Order 12372, and may be requested from local agencies through these procedures to the extent that they include the affected local jurisdictions. See 511 DM.

In 516 DM 4.18 change the reference to Appendix 2 to Appendix 1.

In 516 DM 4.22 change the reference to (015 DM 6) to (381 DM 4.5B).

Chapter 4 Appendix 1, Programs of Grants to States in Which Agencies Having Statewide Jurisdiction May Prepare EISs.

1.1 Fish and Wildlife Service.

A. Anadromous Fish Conservation (#15.600).

B. Fish Restoration (#15.605).

C. Wildlife Restoration (#15.611).

D. Endangered Species Conservation (#15.612).

E. Marine Mammal Grant Program (#15.613).

1.2 Bureau of Land Management.

A. Wildlife Habitat Management Technical Assistance (#15.219).

1.3 National Park Service.

A. Historic Preservation Grants-in-Aid (#15.904).

B. Outdoor Recreation—Acquisition, Development and Planning (#15.916).

1.4 Bureau of Reclamation.

A. National Water Research and Development Program (#15.505).

1.5 Office of Surface Mining.

A. Regulation of Surface Coal Mining and Surface Effects of Underground Coal Mining (#15.250).

B. Abandoned Mine Land Reclamation (AMLR) Program (#15.252).

1.6 Office of Territorial and International Affairs.

A. Economic and Political Development of the Territories and the Trust Territory of the Pacific Islands (#15.875).

Note.—Citations in parenthesis refer to the Catalog of Federal Domestic Assistance, Office of Management and Budget, 1983.

Chapter 4 Appendix 2

Delete.

[FR Doc. 84-13551 Filed 5-18-84; 8:45 am]

BILLING CODE 4310-10-M

National Strategic Materials and Minerals Program Advisory Committee; Meeting

Notice is hereby given in accordance with the Federal Advisory Committee Act, as amended, that a meeting of the National Strategic Materials and Minerals Program Advisory Committee will be held from 9:00 a.m. to 4:00 p.m. on Friday, May 25, 1984, in the Main Interior Building, 18th and C Streets NW., Washington, D.C. in Room 7000A-B. The purpose of this meeting is to present an outline as to scope and elements of the Committee mission and organization.

This meeting will be open to the public, however, facilities and space to accommodate members of the public are limited. Interested press are requested to notify the contact below of attendance.

Uncertainty of acceptance of appointment from the final member of the Committee prevented the committee meeting notice to be published at least 15 days prior to the meeting.

Further information concerning this meeting may be obtained from Wayne Marchant, Executive Director, National Strategic Materials and Minerals

Program Advisory Committee, 18th and C Streets NW., Washington, D.C. 20240 (202-343-5791).

Dated: May 15, 1984.

Ann Dore McLaughlin,
Under Secretary, U.S. Department of the Interior.

Preliminary Agenda

9:00 a.m., May 25, 1984

Room 7000A-B, Department of the Interior

Morning: Government Perspective

8:30 Coffee and registration

9:30 Secretary Clark (15')

Background; overview; charter; National Security implications; EEZ; expectations; introduce Chairman Mott.

9:15 Assistant Secretary Broadbent (15')

President's plan:

- what was promised
- what has been accomplished
- what remains

introduce agency representatives; cite committee members' concerns.

9:30 Admiral Mott (20')

Broad outline as to scope and subelements of Committee mission, organization of effort, and timetable (all to be amplified during PM session.) Introduction of first agency briefer.

9:50 Department of Defense representative (20')

National Security and Defense requirements, actions.

10:10 FEMA representative (20')

Annual Materials Plan process & organization; status of Stockpile goals and disposition/acquisition activities; Defense Production Act (DPA).

10:30 Break (15')

10:45 Department of Commerce representative (20')

Commerce overview: trade policy factors; stockpile reviews; industrial sectors case studies; DPA Title I activities.

11:05 Department of the Interior (40')

Bureau of Mines (10')—Domestic & International minerals perspectives; R & D

U.S. Geological Survey (10')—EEZ; geologic reserves

Assistant Secretary—Land and Minerals Management (10')—Withdrawals; EEZ and OCS leasing; onshore leasing

Bureau of Indian Affairs (10')—

Minerals on Indian lands; availability; legality of extraction, etc.

11:45 Lunch

(Vans at C Street entrance)

Metropolitan Club, courtesy of

National Strategy Information Center.

Afternoon: Members' Perspectives

1:30 Committee Members (60')

OPEN: Discussion by Members

—private sector concerns;

—State and local issues; etc.

2:30 W. C. Mott and Members (45')

(2:45: 15 minute break)

Select issues for attack;

Appoint lead members; formulate strategies; identify product and timetable, etc.

3:30 Wrapup; "housekeeping;"

4:00 Adjourn (FIRM)

(Vans at C Street Entrance; one to National Airport, one to Dulles Airport).

[FR Doc. 84-13552 Filed 5-18-84; 8:45 am]

BILLING CODE 4310-10-M

Bureau of Land Management

[C-7-84; C-10-84]

California; Filing of Plat of Survey

May 11, 1984.

1. This plat of survey of the following described land will be officially filed in the California State Office, Sacramento, California, immediately:

Mount Diablo Meridian, Siskiyou/Madera Counties

T. 45 N., R. 7 W.

T. 9 S., R. 22 E.

2. These supplemental plats of (2) Section 6, Township 9 South, Range 22 East, Mount Diablo Meridian, and (2) Section 1, Township 45 North, Range 7 West, Mount Diablo Meridian, California, were accepted May 2, 1984.

3. These plats will immediately become the basic record for describing the land for all authorized purposes. These plats have been placed in the open files and are available to the public for information only.

4. These supplemental plats were executed to meet certain administrative needs of the Bureau.

5. All inquiries relating to this land should be sent to the California State Office, Bureau of Land Management, Federal Office Building, 2800 Cottage Way, Room E-2841, Sacramento, California 95825.

Herman J. Lyttge,

Chief, Records & Information Section.

[FR Doc. 84-13579 Filed 5-18-84; 8:45 am]

BILLING CODE 4310-40-M