

Sunshine Act Meetings

Federal Register

Vol. 59, No. 133

Wednesday, July 13, 1994

This section of the FEDERAL REGISTER contains notices of meetings published under the "Government in the Sunshine Act" (Pub. L. 94-409) 5 U.S.C. 552b(e)(3).

FARM CREDIT ADMINISTRATION

Farm Credit Administration Board; Regular Meeting

SUMMARY: Notice is hereby given, pursuant to the Government in the Sunshine Act (5 U.S.C. 552b(e)(3)), of the forthcoming regular meeting of the Farm Credit Administration Board (Board).

DATE AND TIME: The regular meeting of the Board will be held at the offices of the Farm Credit Administration in McLean, Virginia, on July 14, 1994, from 10 a.m. until such time as the Board concludes its business.

FOR FURTHER INFORMATION CONTACT: Curtis M. Anderson, Secretary to the Farm Credit Administration Board, (703) 863-4003, TDD (703) 883-4444.

ADDRESSES: Farm Credit Administration, 1501 Farm Credit Drive, McLean, Virginia 22102-5090.

SUPPLEMENTARY INFORMATION: This meeting of the Board will be open to the public (limited space available). In order to increase the accessibility to Board meetings, persons requiring assistance should make arrangements in advance. The matters to be considered at the meeting are:

Open Session

A. Approval of Minutes

B. New Business

1. Regulations

a. Director and Senior Officer Compensation [12 CFR Parts 611, 618, 620] (Final).

b. Capital (Phase I) Regulations [12 CFR Part 615] (Final).

Date: July 11, 1994.

Curtis M. Anderson,

Secretary, Farm Credit Administration Board.
[FR Doc. 94-17129 Filed 7-11-94; 3:52 pm]

BILLING CODE 6705-01-P

BOARD OF GOVERNORS OF THE FEDERAL RESERVE SYSTEM

TIME AND DATE: 11 a.m., Monday, July 18, 1994.

PLACE: Marriner S. Eccles Federal Reserve Board Building, C Street entrance between 20th and 21st Streets, NW., Washington, DC 20551.

STATUS: Closed.

MATTERS TO BE CONSIDERED:

1. Personnel actions (appointments, promotions, assignments, reassignments, and salary actions) involving individual Federal Reserve System employees.

2. Any items carried forward from a previously announced meeting.

CONTACT PERSON FOR MORE INFORMATION:

Mr. Joseph R. Coyne, Assistant to the Board; (202) 452-3204. You may call (202) 452-3207, beginning at approximately 5 p.m. two business days before this meeting, for a recorded announcement of bank and bank holding company applications scheduled for the meeting.

Dated: July 8, 1994.

Jennifer J. Johnson,

Associate Secretary of the Board.

[FR Doc. 94-17036 Filed 7-8-94; 4:27 pm]

BILLING CODE 6210-01-P

FEDERAL RETIREMENT THRIFT INVESTMENT BOARD

TIME AND DATE: 10 a.m., July 18, 1994.

PLACE: 4th Floor, Conference Room, 1250 H Street, NW., Washington, DC.

STATUS: Open.

MATTERS TO BE CONSIDERED:

1. Approval of the minutes of the June 20, 1994, Board meeting.

2. Thrift Savings Plan activity report by the Executive Director.

CONTACT PERSON FOR MORE INFORMATION: Tom Trabucco, Director, Office of External Affairs, (202) 942-1640.

Dated: July 11, 1994.

Roger W. Mehle,

Executive Director, Federal Retirement Thrift Investment Board.

[FR Doc. 94-17061 Filed 7-11-94; 12:32 pm]

BILLING CODE 6760-01-M

LEGAL SERVICES CORPORATION

Operations and Regulations Committee Meeting Changes

"FEDERAL REGISTER" CITATION OF

PREVIOUS ANNOUNCEMENT: 59 FR 35174, July 8, 1994.

PREVIOUSLY ANNOUNCED TIME AND DATE: A meeting of the Legal Services Corporation Board of Directors Operations and Regulations Committee will be held on July 15, 1994. The meeting will commence at 9 a.m., on July 15, 1994.

PREVIOUSLY ANNOUNCED LOCATION OF MEETING: Legal Services Corporation, 750 First Street, NE., 11th floor, Board Room, Washington, DC 20002, (202) 336-8800.

CHANGES IN THE MEETING: Agenda item number 10 has been added, and the items formerly numbered 10 and 11 have been renumbered 11 and 12. The amended agenda appears below.

MATTERS TO BE CONSIDERED:

Open Session:

1. Approval of Agenda.

Closed Session:

2. Approval of Minutes of June 19, 1994 Executive Session.

3. Consider and Act on General Counsel's Report on Litigation to Which the Corporation is or May Become a Party.

4. Consider and Act on Internal Personnel and Operational Matters.

Open Session: (Resumed)

5. Approval of Minutes of June 19-20, 1994 Meeting.

6. Consideration of Update on the Reauthorization Legislative Process.

7. Consider and Act on Proposed Changes to Part 1608 of the Corporation's Regulations.

8. Consider and Act on Proposed Changes to Part 1621 of the Corporation's Regulations.

9. Consider and Act on Proposed Changes to Part 1611 of the Corporation's Regulations.

10. Consider and Act on Proposed Changes to the Corporation's Bylaws.

11. Public Comment.

12. Consider and Act on Other Business.

CONTACT PERSON FOR INFORMATION:

Patricia D. Batie, Executive Office, (202) 336-8800.

Upon request, meeting notices will be made available in alternate formats to accommodate visual and hearing impairments.

Individuals who have a disability and need an accommodation to attend the meeting may notify Patricia Batie at (202) 336-8800.

Date issued: July 8, 1994.

Patricia D. Batie,

Corporate Secretary.

[FR Doc. 94-17038 Filed 7-8-94; 4:46 pm]

BILLING CODE 7050-01-M

LEGAL SERVICES CORPORATION

Board of Directors Meeting Changes

"FEDERAL REGISTER" CITATION OF

PREVIOUS ANNOUNCEMENT: 59 FR 35174, July 8, 1994.

PREVIOUSLY ANNOUNCED TIME AND DATE: A meeting of the Legal Services

Corporation Board of Directors will be held on July 16, 1994. The meeting will commence at 8 a.m.

PREVIOUSLY ANNOUNCED LOCATION OF MEETING: Legal Services Corporation, 750 First Street, NE., 11th Floor, Board Room, Washington, DC 20002, (202) 336-8800.

CHANGES IN THE MEETING: New agenda items 7, 8, and 9 have been added and the remaining (original) items have been renumbered. The revised notice is as follows.

STATUS OF MEETING: Open, except that a portion of the meeting may be closed pursuant to a vote of a majority of the Board of Directors to hold an executive session. At the closed session, in accordance with the aforementioned vote, the Board will consider and vote to approve draft minutes of executive sessions held on November 8, 1993; December 6, 1993; April 15, 1994; May 13, 1994; June 18, 1994; and executive sessions held by the Presidential Search Committee on June 16, 1994, and June 17, 1994. The Board will consult with the President and General Counsel on the matter of *Wilkinson v. LSC*. Further, the Board will consult with the Inspector General on internal personnel, operational and investigative matters. The Board will also consult with the President on internal personnel and operational matters. Finally, the Board will deliberate regarding internal personnel and operational matters. The closing will be authorized by the relevant sections of the Government in the Sunshine Act [5 U.S.C. Sections 552b(c)(2) (5), (6), (7), and (10)], and the corresponding regulation of the Legal Services Corporation [45 CFR Section 1622.5 (a), (d), (e), (f), and (h)]. The closing will be certified by the Corporation's General Counsel as authorized by the above-cited provisions of law. A copy of the General Counsel's certification will be posted for public inspection at the Corporation's headquarters, located at 750 First Street, NE., Washington, DC 20002, in its eleventh floor reception area, and will otherwise be available upon request.

MATTERS TO BE CONSIDERED:

Open Session:

1. Approval of Agenda
- Closed Session:**
 2. Consider and Act on Draft Minutes of the November 8, 1993 Executive Session.
 3. Consider and Act on Draft Minutes of the December 6, 1993 Executive Session.
 4. Consider and Act on Draft Minutes of the April 16, 1994 Executive Session.
 5. Consider and Act on Draft Minutes of the May 13, 1994 Executive Session.
 6. Consider and Act on Draft Minutes of the June 18, 1994 Executive Session.
 7. Consider and Act on Draft Minutes of the June 16, 1994 Presidential Search Committee Meeting Executive Session.
 8. Consider and Act on Draft Minutes of the June 17, 1994 Presidential Search Committee Meeting Executive Session.
 9. Consult with the President and General Counsel on the Matter of *Wilkinson v. LSC*.
 10. Consultation by Board with the President on Internal Personnel and Operational Matters.
 - a. Consideration of the Inspector General's Access to Corporation Documents.
 11. Consider and Act on Internal Personnel and Operational Matters.
 12. Consultation by Board with the Inspector General on Internal Personnel, Operational and Investigative Matters.
- Open Session: (Resumed)**
 13. Approval of Minutes of June 18, 1994 Meeting.
 14. Chairman's and Members' Reports.
 15. President's Report.
 16. Presentation by Representatives of the Fundraising Project.
 17. Presentation by Linda Rexer, President, National Association of IOLTA Programs.
 18. Consideration of Issues Related to the Allocation and Distribution of the Corporation's Fiscal Year 1995 Appropriation.
 19. Consider and Act on Proposed Changes to the Corporation's Bylaws.
 20. Consider and Act on Operations and Regulations Committee Report.
 21. Consider and Act on Provision for the Delivery of Legal Services Committee Report.
 22. Consider and Act on Audit and Appropriations Committee Report.
 - a. Selection of An Accounting Firm to Conduct the Corporation's Financial Audit for the Fiscal Years 1994-1996.
 23. Inspector General's Report.
 24. Consideration of the Organizational Responsibility for Oversight of Grantee Annual Financial Audits.
 25. Public Comment.
 26. Consider and Act on Other Business.

CONTACT PERSON FOR INFORMATION: Patricia D. Batie, Executive Office, (202) 336-8800.

Upon request, meeting notices will be made available in alternate formats to accommodate visual and hearing impairments.

Individuals who have a disability and need an accommodation to attend the meeting may notify Patricia Batie at (202) 336-8800.

Date Issued: July 8, 1994.

Patricia D. Batie,
Corporate Secretary.
[FR Doc. 94-17039 Filed 7-8-94; 4:46 pm]
BILLING CODE 7050-01-M

LEGAL SERVICES CORPORATION

Operations and Regulations Committee Meeting Changes

"FEDERAL REGISTER" CITATION OF PREVIOUS ANNOUNCEMENT: Published on July 13, 1994.

PREVIOUSLY ANNOUNCED TIME AND DATE: A meeting of the Legal Services Corporation Board of Directors Operations and Regulations Committee will be held on July 15, 1994. The meeting will commence at 9 a.m., on July 15, 1994.

PREVIOUSLY ANNOUNCED LOCATION OF MEETING: Legal Services Corporation, 750 First Street, NE., 11th Floor, Board Room, Washington, DC 20002, (202) 336-8800.

CHANGES IN THE MEETING:

LOCATION OF MEETING: Washington Court Hotel, 525 New Jersey Avenue, NW., the Montpelier Room, Washington, DC 20001, (202) 628-2100.

CONTACT PERSON FOR INFORMATION: Patricia D. Batie, Executive Office, (202) 336-8800.

Upon request, meeting notices will be made available in alternate formats to accommodate visual and hearing impairments.

Individuals who have a disability and need an accommodation to attend the meeting may notify Patricia Batie at (202) 336-8800.

Date Issued: July 11, 1994.

Patricia D. Batie,
Corporate Secretary.
The Legal Services Corporation's billing code number is #7050-01.
[FR Doc. 94-17155 Filed 7-11-94; 3:53 pm]
BILLING CODE 7050-01-M

Corrections

Federal Register

Vol. 59, No. 133

Wednesday, July 13, 1994

This section of the FEDERAL REGISTER contains editorial corrections of previously published Presidential, Rule, Proposed Rule, and Notice documents. These corrections are prepared by the Office of the Federal Register. Agency prepared corrections are issued as signed documents and appear in the appropriate document categories elsewhere in the issue.

FEDERAL COMMUNICATIONS COMMISSION

47 CFR Part 73

[MM Docket No. 94-35, RM-8442]

Radio Broadcasting Services; Muscatine, IA

Correction

In proposed rule document 94-12064 appearing on page 25874 in the issue of Wednesday, May 18, 1994, in the

heading, the Docket No. should have appeared as set forth above.

BILLING CODE 1505-01-D

FEDERAL COMMUNICATIONS COMMISSION

[RAO Letter 24 DA 94-268]

Responsible Accounting Officers: Accounting for Work Force Reduction Programs

Correction

In notice document 94-7886 appearing on page 15729 in the issue of Monday, April 4, 1994, make the following correction:

On page 15729, in the third column, beginning in the tenth line, remove "When the restructuring expenses are actually paid Nonoperating Income."

BILLING CODE 1505-01-D

FEDERAL ELECTION COMMISSION

11 CFR Part 102

[Notice 1994-5]

Special Fundraising Projects and Other Use of Candidate Names by Unauthorized Committees

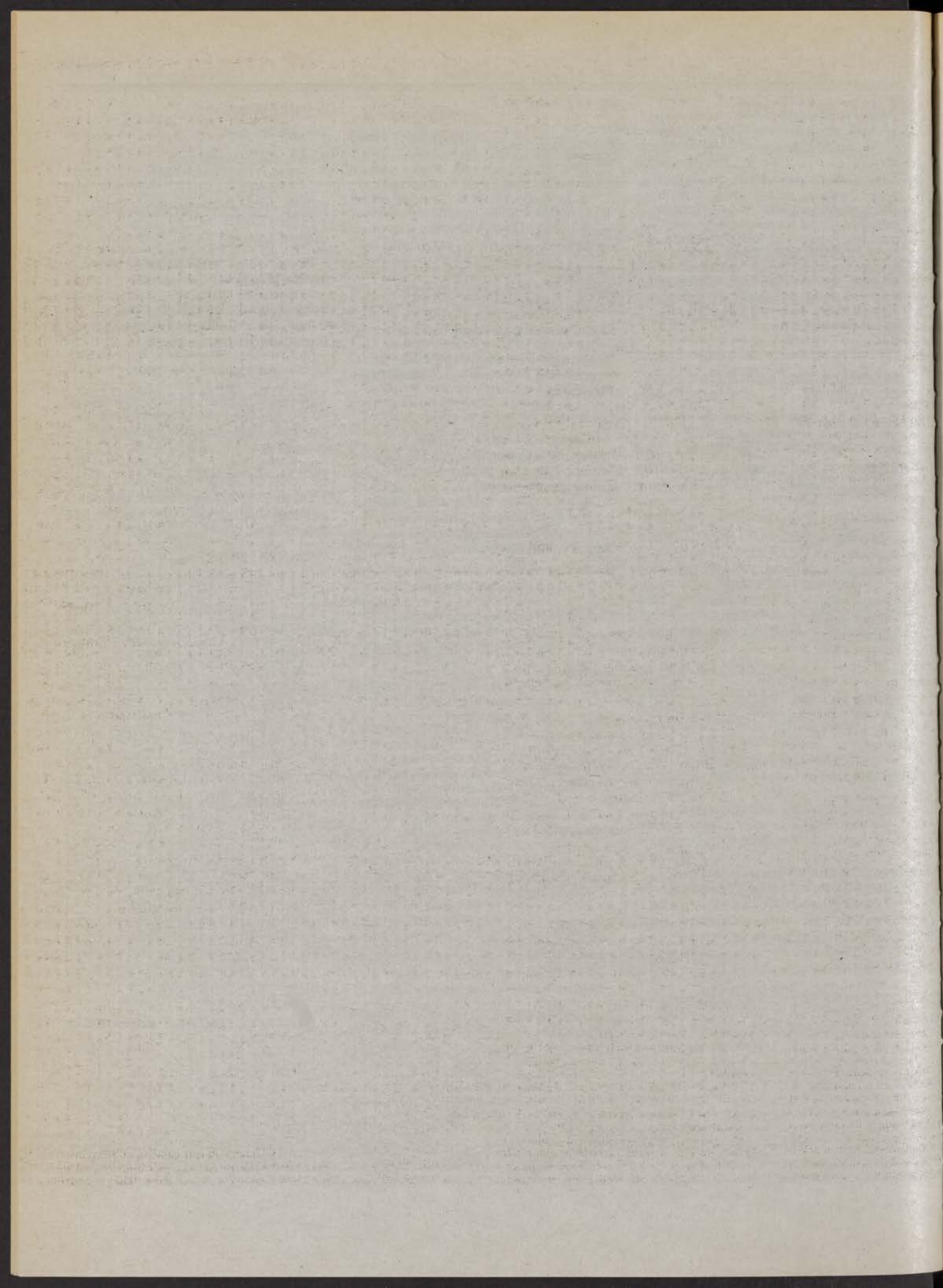
Correction

In rule document 94-8690 beginning on page 17267 in the issue of Tuesday, April 12, 1994 make the following correction:

§ 102.14 [Corrected]

On page 17269, in the third column, in § 102.14, paragraph (b)(3), in the third line, remove the "\$".

BILLING CODE 1505-01-D



Registered

Wednesday
July 13, 1994

Part II

**Department of
Education**

Cooperative Demonstration Program
(Correctional Education); Notices

DEPARTMENT OF EDUCATION

**Cooperative Demonstration Program
(Correctional Education)**

AGENCY: Department of Education.

ACTION: Notice of final priorities, required activities, selection criteria, and other requirements for grants to be made in fiscal year 1995.

SUMMARY: The Secretary announces priorities for awards to be made in fiscal year (FY) 1995 using funds appropriated in FY 1994 under the Cooperative Demonstration Program, which is authorized by the Carl D. Perkins Vocational and Applied Technology Education Act (Perkins Act). Under the absolute priority, funds under this competition would be reserved for applications proposing to demonstrate successful cooperation between the private sector and public agencies in vocational education programs that serve criminal offenders under the supervision of the justice system. In addition, the Secretary particularly invites applications that, within the absolute priority on correctional education, incorporate one or more of the following invitational priorities: (1) advanced technologies; (2) community-based correctional education; and (3) juvenile justice education. The Secretary also imposes requirements related to the priorities and other matters, and will use new selection criteria in evaluating applications submitted for this competition only.

EFFECTIVE DATE: The provisions in this notice take effect either 45 days after publication in the *Federal Register* or later if Congress takes certain adjournments. If you wish to know the effective date, call or write the Department of Education contact person.

FOR FURTHER INFORMATION CONTACT: Gail M. Schwartz or Christopher Koch, U.S. Department of Education, 400 Maryland Avenue, SW., room 4529, Switzer Building, Washington, DC. 20202-7242. Telephone: (202)-205-5621. Individuals who use a telecommunications device for the deaf (TDD) may call the Federal Information Relay Service (FIRS) at 1-800-877-8339 between 8 a.m. and 8 p.m., Eastern time, Monday through Friday.

SUPPLEMENTARY INFORMATION: The Cooperative Demonstration Program provides financial assistance for, among other things, model projects that demonstrate successful cooperation between the private sector (including employers, consortia of employers, labor organizations, building trade councils, and private agencies, organizations, and

institutions) and public agencies in vocational education (including State boards for vocational education, State or local corrections or correctional education agencies, or eligible recipients as defined in 34 CFR 400.4). This program can help further the purposes of the National Education Goals; specifically, the correctional education priority directly supports the Goal that, by the year 2000, every adult American will be literate and will possess the knowledge and skills necessary to compete in a global economy and exercise the rights and responsibilities of citizenship.

The designation of correctional education as a priority under the Cooperative Demonstration program is based on the critical problems of illiteracy and recidivism pervading our Nation's adult and juvenile corrections population. The U.S. Department of Education's National Adult Literacy Survey Report, "Literacy Behind Prison Walls" described a 70 percent illiteracy rate among a sample of prisoners as follows:

About seven in ten prisoners * * * are apt to experience difficulty in performing tasks that require them to integrate or synthesize information from complex or lengthy texts or to perform quantitative tasks that involve two or more sequential operations and that require the individual to set up the problem (1993, p. vi).

Additionally, a recent study, "Vocational and Academic Indicators of Parole Success," published in the *Journal of Correctional Education*, found that inmates who had received academic and vocational training while in prison were more likely to be employed and less likely to commit crimes after their release than other inmates (Schumacker, et al., 1990).

Academic and vocational training is also critical for probationers and parolees, since the majority of the Nation's criminal offenders are serving sentences within community corrections settings. According to the Bureau of Justice Statistics, there were about 3.5 million adults under correctional supervision in the United States at the beginning of 1993. Of these, 2.6 million, or 74 percent, were under active probation or parole supervision within the community.

Educational programs for criminal offenders that use applied learning strategies to teach life skills, job skills, and literacy can reduce the likelihood that the offenders will return to the criminal justice system. After completing their sentences, ex-offenders often have limited opportunities for meaningful employment and lack necessary basic life skills, including the

job-seeking and job-retention skills needed to obtain and maintain employment. Without basic literacy and job skills, it is unlikely that these persons will become fully productive members of society.

On April 6, 1994, the Secretary published a notice of proposed priorities, required activities, selection criteria, and other requirements for the Cooperative Demonstration Program (Correctional Education) in the *Federal Register* (59 FR 16192).

Note: This notice of final priorities does not solicit applications. A notice inviting applications under this competition is published in a separate notice in this issue of the *Federal Register*.

Analysis of Comments and Changes

In response to the Secretary's invitation in the notice of proposed priority, 18 parties submitted comments. An analysis of the specific comments follows:

Absolute and Invitational Priorities

Comments: One commenter recommended that priority be given to programs that build on correctional education projects previously funded under the Cooperative Demonstration Program.

Discussion: The Secretary intended that previously funded correctional education demonstration grants, awarded in September 1992, include plans for continuing after Federal funding ends, as demonstrated by the selection criteria used in the earlier competition. The Secretary believes that while expanding previously funded programs may indeed be worthwhile, other projects should be afforded the opportunity to compete for these limited Federal funds. Nevertheless, previously funded projects are eligible to apply for funds under this competition on the same basis as other projects.

Changes: None.

Comments: Several commenters made suggestions for more comprehensive services to be identified under the proposed priorities, including: pre-vocational assessment, individual training plans for students, case management as an approach to providing social services for released offenders, student retention as an outcome measure, use of support systems in the community, and the availability of non-traditional vocational training programs for female offenders. One commenter recommended that invitational priorities be created for offenders with special learning needs and histories of substance abuse. One commenter also recommended that the coordination of the academic,

vocational, and substance abuse treatment components be an integral feature of the funded projects.

Discussion: The Secretary acknowledges that all of these components would provide more comprehensive services and, under the existing priority, they may be included in an application at the applicant's discretion. The priority has been designed to allow an applicant flexibility and creativity to meet the needs that exist in its own institution or community.

Changes: None.

Comments: One commenter suggested that eligibility be expanded to include those who are not former offenders. This commenter also proposed that Federal funds be used to pay for internships in for-profit institutions.

Discussion: The Secretary believes that this competition should be limited to projects that will serve criminal offenders under the supervision of the justice system, including those on probation and parole. As discussed elsewhere in this notice, this priority was chosen based on the critical problems of literacy and recidivism pervasive among the adult and juvenile corrections population.

With respect to the comment concerning the use of Federal funds to pay for internships in for-profit institutions, the Secretary does not believe that this type of assistance is necessary for the successful completion of projects that address the absolute priority established in this notice.

Changes: None.

Comments: One commenter suggested aligning the priority with the School-to-Work Opportunities Act and national skill standards. In addition, the commenter recommended that the priority reflect current U.S. Department of Labor policy regarding education and workforce development.

Discussion: The Secretary believes the priority is consistent with the School-to-Work Opportunities Act and the Goals 2000: Educate America Act. For example, the priority includes such components as work-based and school-based learning, transition activities, and partnerships between public and private agencies, required in the School-to-Work Opportunities Act. The priority also targets the National Education Goals of adult literacy and life long learning.

The Goals 2000: Educate America Act established a Skills Standards Board. A primary responsibility of the Board will be to coordinate the development of voluntary national skill standards. At this time, national skill standards do not exist; therefore, applicants are

encouraged to use common standards that have been developed by trade and professional associations, such as the National Occupational Competency Testing Institute and the Vocational-Technical Education Consortium of States, or other standards that are being utilized in current training programs, including those being developed by organizations under contract with the Departments of Education and Labor.

Changes: None.

Comments: One commenter stated that, as currently written, the absolute priority rendered them ineligible because their State legislature mandates that instruction be separate from custody.

Discussion: The Secretary acknowledges the unique circumstances surrounding education and vocational training programs for incarcerated and detained individuals. This competition, however, is specifically designed to include all criminal offenders including those in community corrections settings and, therefore, does not exclude State systems that separate custody from instruction, as long as a private sector entity is involved in the proposed project as well.

Changes: None.

Definitions

Comments: One commenter requested that the definition of "community corrections" be expanded to include individuals who may not be under the supervision of a parole or probation officer and are in the community, e.g., halfway house residents, pre-release residents, or work release program participants.

Discussion: Under the absolute priority, individuals under the supervision of the criminal justice system, including halfway house residents, pre-release residents and work release program participants, are eligible to be served. (34 CFR 400.4 defines "criminal offender" as any individual who is charged with, or convicted of, any criminal offense, including a youth offender or a juvenile offender and "correctional institution" as any prison, jail, reformatory, work farm, detention center, or halfway house, community-based rehabilitation center, or any other similar institution designed for the confinement or rehabilitation of criminal offenders.) Only invitational priority 2—community corrections is limited to criminal offenders under the supervision of a parole or probation officer.

Changes: None.

Comments: One commenter suggested that the definition of "life skills" be

aligned with the recommendations in a report issued by the Department of Labor, the Secretary's Commission on Achieving Necessary Skills (SCANS). The commenter suggested that the life skills definition be expanded to include a number of basic, thinking, interpersonal, and resource management skills including moral, social and religious values, managing personal finances, and human resources management.

Discussion: The definition of "life skills" is consistent with many of the workplace competencies identified in SCANS. In this notice, "life skills" is broadly defined to include self-development, communication, job development, and education; however, certain limitations do exist. For example, "life skills" does not include moral, social and religious values, personal finances, and human resource management because these activities are not the types of assistance that are necessary for the success of projects that address the absolute priority established in this notice. Therefore, these are not included in the definition of "life skills."

Changes: None.

Selection Criteria

Comments: One commenter believed the State's colleges would be ineligible for assistance under the priority because the "Program Factors" selection criterion rewards correctional education programs that provide learning situated at worksite locations outside of institutions and requires interdisciplinary staff in-service education that includes security personnel.

Discussion: The purpose of this competition is to demonstrate successful cooperation between the private sector and public agencies in vocational education programs, and to provide transition from correctional education programs to productive employment. This includes, among other things, work experience or employment based learning programs. The priority and selection criteria, however, do not stipulate where the work experience is to occur or how it may be accomplished, thus allowing the applicant creativity and flexibility in developing a model.

Interdisciplinary staff in-service education involving security personnel is an important component found in comprehensive correctional education programs already funded by the Department of Education and, for this reason, is reflected in the selection criteria. Such interaction supports team building and an education system that

is mutually beneficial to both education and corrections staff.

Changes: None.

Other Requirements

Comments: Two commenters expressed concern regarding the requirement that projects funded under this competition not spend more than 10 percent of their grant funds for equipment. The commenters indicated that the Secretary's invitational priority for applications that incorporate the use of interactive instructional technologies, such as distance learning, in the context of both student learning and staff in-service training, would require a substantial investment in equipment.

Discussion: The Secretary believes that limiting the amount of Federal funds used to purchase equipment to a maximum of 10 percent is appropriate for this competition. The Secretary also emphasizes that, while the use of Federal funds for equipment is limited to not more than 10 percent, matching funds may be used for this purpose.

The primary purpose of this competition is to enhance, expand, and demonstrate successful training programs. If more than 10 percent of the Federal funds were to be used to purchase equipment, the intended purpose of the projects would be diminished. This restriction will help ensure that the funds available are used where they are needed most to train students.

Projects funded under the Cooperative Demonstration Program must be capable of wide replication. If a large percentage of Federal funds are used to purchase equipment, the possibilities for replication become limited. The Secretary therefore, believes it is necessary to limit the use of Federal funds for equipment purchases, to ensure that project replication is possible and to improve accountability of funds for direct training of students.

Changes: None.

Absolute Priority

Under 34 CFR 75.105(c)(3), the Secretary gives an absolute preference to applications that meet the following priority. The Secretary will fund under this competition only model projects that demonstrate ways in which public agencies in vocational education and the private sector can work together effectively to assist vocational education students who are criminal offenders under the supervision of the justice system to attain the advanced level of skills they need to make a successful transition from correctional education programs to productive employment including—

(a) Work experience or apprenticeship programs;

(b) Transitional worksite job training for vocational education students that is related to their occupational goals and closely linked to classroom and laboratory instruction provided by an eligible recipient;

(c) Placement services in occupations that the students are preparing to enter;

(d) If practical, projects that will benefit the public, such as the rehabilitation of public schools or housing in inner cities or economically depressed rural areas; or

(e) Employment-based learning programs.

Required Activities

The Secretary requires that any projects funded under this competition—

(a) Coordinate with community agencies that furnish transitional supportive services to criminal offenders such as individual and family counseling, housing assistance, transportation, and social and cultural activities;

(b) Include a well-designed staff in-service education component to insure the effective implementation of the program;

(c) Address the special learning needs of offenders;

(d) Use applied learning strategies to teach life skills, jobs skills, and literacy;

(e) If applicable, provide for a transition from institutional environments to community settings;

(f) Address State and local labor shortages and consult the State Occupational Information Coordinating Committee or State Labor Market Information Unit in making this determination; and

(g) Must submit proof of committed partnerships between public agencies and the private sector. The definitions of "private" and "public" contained in 34 CFR 77.1 do not include entities under the supervision or control of the Federal Government; thus, Federal entities, including Federal prisons, are not eligible members of the partnerships required by 34 CFR 426.4(b).

This program activity is authorized by section 420A(a)(2) of the Perkins Act (Pub. L. 101-392, 104 Stat. 753 (1990)).

Invitational Priorities

Within the absolute priority specified in this notice, the Secretary is particularly interested in applications that meet one or more of the following invitational priorities. However, under 34 CFR 75.105(c)(1), an application that meets these invitational priorities does not receive competitive or absolute preference over other applications:

Invitational Priority 1—Advanced Technologies

Projects that incorporate the use of interactive instructional technologies, such as distance learning, in the context of both student training and staff in-service training.

Invitational Priority 2—Community Corrections

Projects that provide integrated vocational and academic education to individuals on probation or parole in community corrections.

Invitational Priority 3—Juvenile Justice Education

Projects that provide integrated vocational and academic education to students in the juvenile justice system. This may include youth placed in detention centers, training schools, boot camps, or community-based programs.

Definitions

As used in this notice—

"Applied learning" is actively student-oriented, characterized by lively classroom discussions, absorbing group projects, meaningful homework assignments, laboratory experiments, live and videotaped presentations, and other hands-on activities. The purpose of applied learning is to create an environment that actively engages students and teachers in a collaborative learning process.

"Community corrections" refers to programs serving probationers and parolees.

"Life skills" includes self-development, communication skills, job development, and education.

"Literacy" means an individual's ability to read, write, and speak in English and compute and solve problems, at levels of proficiency necessary to function on the job and in society, to achieve one's goals, and to develop one's knowledge and potential.

Criteria for Evaluating Applications

For the FY 1995 grant competition under the Cooperative Demonstration program (Correctional Education) only, the Secretary uses the selection criteria and assigned points in 34 CFR 426.21 with the exception of 34 CFR 426.21(a) and (b), which are replaced with the following:

(a) *Program factors.* (25 points) The Secretary reviews the application to assess the quality of the proposed project, including the extent to which the proposed project will provide—

(1) Integrated academic and vocational activities that reflect current and projected labor market trends and are based upon the Secretary of Labor's

Commission on Achievement of Necessary Skills (SCANS) report recommendations;

(2) Transition from correctional education programs to productive employment including one or more of the following:

(i) Work experience or apprenticeship projects.

(ii) Transitional worksite job training for vocational education students that is related to their occupational goals and closely linked to classroom and laboratory instruction provided by an eligible recipient.

(iii) Placement services in occupations that the students are preparing to enter.

(iv) If practical, projects that will benefit the public, such as the rehabilitation of public schools or housing in inner cities or economically depressed rural areas.

(v) Employment-based learning programs.

(3) Post-sentence transitional services and follow-up assistance;

(4) Interdisciplinary staff in-service education that includes security personnel;

(5) Inmate assessment that addresses academic, vocational and special learning needs;

(6) Ongoing occupational counseling to assist with the development of an individual vocational plan;

(7) Coordination with community agencies that furnish transitional supportive services to criminal offenders such as individual and family counseling, housing assistance, transportation, and social and cultural activities;

(8) Coordination with the State Occupational Information Coordinating Committee or State Labor Market Information Unit in determining State and local labor shortages; and

(9) Adequate and appropriate involvement and cooperation of the public and private sectors in the projects, including—

(i) A clear identification of the public and private sector involvement in the planning of the project;

(ii) A description of public and private sector involvement in the planning of the project including letters of commitment; and

(iii) A description of public and private sector involvement in the operation of the project.

(b) *Educational significance.* (10 points) The Secretary reviews each application to determine the extent to which the applicant proposes—

(1) Project objectives that contribute to the improvement of education for criminal offenders;

(2) To use unique and innovative techniques to produce benefits that address educational problems and needs that are of national significance; and

(3) To base the proposed project on successfully designed, established, and operated model vocational education programs that include components similar to the components required by this program, as evidenced by empirical data that demonstrate impact from those programs in factors such as—

(i) Student performance and achievement;

(ii) GED completion; and

(iii) Post-sentence employment or enrollment in education or training programs or both.

Other Requirements

Purchase of Equipment

The projects funded under this competition may expend up to 10 percent of Federal funds for equipment as defined in 34 CFR 74.132 and 80.3.

Intergovernmental Review

This program is subject to the requirements of Executive Order 12372 and the regulations in 34 CFR Part 79. The objective of the Executive order is to foster an intergovernmental partnership and a strengthened federalism by relying on processes developed by State and local governments for coordination and review of proposed Federal financial assistance.

In accordance with the order, this document is intended to provide early notification of the Department's specific plans and actions for this program.

Applicable Program Regulations: 34 CFR Parts 400 and 426.

Program Authority: 20 U.S.C. 2420a. (Catalog of Federal Domestic Assistance Number 84.199D Cooperative Demonstration Program)

Dated: July 6, 1994.

Augusta Souza Kappner,
Assistant Secretary, Office of Vocational and Adult Education.

[FR Doc. 94-16902 Filed 7-12-94; 8:45 am]

BILLING CODE 4000-01-P

[CFDA No.: 84.199D]

Cooperative Demonstration Program (Correctional Education); Notice Inviting Applications for New Awards for Fiscal Year (FY) 1995

Note to Applicants: This notice is a complete application package. Together with the statute authorizing the program and applicable regulations governing the program, including the Education Department General Administrative

Regulations (EDGAR), the notice contains all of the information, application forms, and instructions needed to apply for a grant under this competition.

Purpose of Program: The Cooperative Demonstration Program (Correctional Education) provides financial assistance for the development of model projects that would demonstrate successful cooperation between the private sector and public agencies in vocational education programs that serve criminal offenders under the supervision of the criminal justice system.

Eligible Applicants: (1) State educational agencies; (2) local educational agencies; (3) postsecondary educational institutions; (4) institutions of higher education; and (5) other public and private agencies, organizations, and institutions.

Deadline for Transmittal of Applications: September 2, 1994.

Deadline for Intergovernmental Review: November 1, 1994.

Available Funds: \$2,000,000.

Estimated Range of Awards: \$300,000–\$600,000.

Estimated Average Size of Awards: \$500,000 for project period.

Estimated Number of Awards: 4.

Note: The Department is not bound by any estimates in this notice.

Project Period: Up to 24 months.

Applicable Regulations: (a) The Education Department General Administrative Regulations (EDGAR) as follows:

(1) 34 CFR Part 74 (Administration of Grants to Institutions of Higher Education, Hospitals and Nonprofit Organizations).

(2) 34 CFR Part 75 (Direct Grant Programs).

(3) 34 CFR Part 77 (Definitions that Apply to Department Regulations).

(4) 34 CFR Part 79 (Intergovernmental Review of Department of Education Programs and Activities).

(5) 34 CFR Part 80 (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments).

(6) 34 CFR Part 81 (General Education Provisions Act—Enforcement).

(7) 34 CFR Part 82 (New Restrictions on Lobbying).

(8) 34 CFR Part 85 (Governmentwide Debarment and Suspension (Nonprocurement) and Governmentwide Requirements for Drug-Free Workplace (Grants)).

(9) 34 CFR Part 86 (Drug-Free Schools and Campuses).

(b) The regulations for this program in 34 CFR Parts 400 and 426.

Priorities

The priorities in the notice of final priority, required activities, and selection criteria for the Cooperative Demonstration Program (Correctional Education), as published elsewhere in this issue of the **Federal Register**, apply to this competition.

Selection Criteria

For the FY 1995 grant competition (for awards to be made in FY 1995 using FY 1994 funds) under the Cooperative Demonstration Program (Correctional Education), the Secretary uses the following selection criteria to evaluate applications for new grants for this competition. The maximum score for all of these criteria is 100 points. The maximum score for each criterion is indicated in parentheses.

(a) *Program factors.* (25 points) The Secretary reviews the application to assess the quality of the proposed project, including the extent to which the proposed project will provide—

(1) Integrated academic and vocational activities that reflect current and projected labor market trends and are based upon the Secretary of Labor's Commission on Achievement of Necessary Skills (SCANS) report recommendations;

(2) Transition from correctional education programs to productive employment including one or more of the following:

(i) Work experience or apprenticeship projects.

(ii) Transitional worksite job training for vocational education students that is related to their occupational goals and closely linked to classroom and laboratory instruction provided by an eligible recipient.

(iii) Placement services in occupations that the students are preparing to enter.

(iv) If practical, projects that will benefit the public, such as the rehabilitation of public schools or housing in inner cities or economically depressed rural areas.

(v) Employment-based learning programs.

(3) Post-sentence transitional services and follow-up assistance;

(4) Interdisciplinary staff in-service education that includes security personnel;

(5) Inmate assessment that addresses academic, vocational and special learning needs;

(6) Ongoing occupational counseling to assist with the development of an individual vocational plan;

(7) Coordination with community agencies that furnish transitional

supportive services to criminal offenders such as individual and family counseling, housing assistance, transportation, and social and cultural activities;

(8) Coordination with the State Occupational Information Coordinating Committee or State Labor Market Information Unit in determining State and local labor shortages; and

(9) Adequate and appropriate involvement and cooperation of the public and private sectors in the projects, including—

(i) A clear identification of the public and private sector involvement in the planning of the project;

(ii) A description of public and private sector involvement in the planning of the project including letters of commitment; and

(iii) A description of public and private sector involvement in the operation of the project.

(b) *Educational significance.* (10 points) The Secretary reviews each application to determine the extent to which the applicant proposes—

(1) Project objectives that contribute to the improvement of education for criminal offenders;

(2) To use unique and innovative techniques to produce benefits that address educational problems and needs that are of national significance; and

(3) To base the proposed project on successfully designed, established, and operated model vocational education programs that include components similar to the components required by this program, as evidenced by empirical data that demonstrate impact from those programs in factors such as—

(i) Student performance and achievement;

(ii) GED completion; and

(iii) Post-sentence employment or enrollment in education or training programs or both.

(c) *Plan of operation.* (15 points) The Secretary reviews each application to determine the quality of the plan of operation for the project, including—

(1) The quality of the project design, especially the establishment of measurable objectives for the project that are based on the project's overall goals;

(2) The extent to which the plan of management is effective and ensures proper and efficient administration of the project over the award period;

(3) How well the objectives of the project relate to the purpose of the program;

(4) The quality of the applicant's plan to use its resources and personnel to achieve each objective; and

(5) How the applicant will ensure that project participants who are otherwise

eligible to participate are selected without regard to race, color, national origin, gender, age, or disability.

(d) *Evaluation plan.* (15 points) The Secretary reviews each application to determine the quality of the project's evaluation plan, including the extent to which the plan—

(1) Is clearly explained and is appropriate to the project;

(2) To the extent possible, is objective and will produce data that are quantifiable;

(3) Identifies expected outcomes of the participants and how those outcomes will be measured;

(4) Includes activities during the formative stages of the project to help guide and improve the project, as well as a summative evaluation that includes recommendations for replicating project activities and results;

(5) Will provide a comparison between intended and observed results, and lead to the demonstration of a clear link between the observed results and the specific treatment of project participants; and

(6) Will yield results that can be summarized and submitted to the Secretary for review by the Department's Program Effectiveness Panel as defined in 34 CFR 400.4(b).

(e) *Demonstration and dissemination.* (10 points) The Secretary reviews each application for information to determine the effectiveness and efficiency of the plan for demonstrating and disseminating information about project activities and results throughout the project period, including—

(1) High quality in the design of the demonstration and dissemination plan and procedures for evaluating the effectiveness of the dissemination plan;

(2) Disseminating the results of the project in a manner that would meet the requirement in 34 CFR 426.31.

(3) Identification of target groups and provisions for publicizing the project at the local, State, and national levels by conducting or delivering presentations at conferences, workshops, and other professional meetings and by preparing materials for journal articles, newsletters, and brochures;

(4) Provisions for demonstrating the methods and techniques used by the project to others interested in replicating these methods and techniques, such as by inviting them to observe project activities;

(5) A description of the types of materials the applicant plans to make available to help others replicate project activities and the methods for making the materials available; and

(6) Provisions for assisting others to adopt and successfully implement the

project or methods and techniques used by the project.

(f) **Key personnel.** (10 points)

(1) The Secretary reviews each application to determine the quality of key personnel the applicant plans to use on the project, including—

(i) The qualifications, in relation to project requirements, of the project director;

(ii) The qualifications, in relation to project requirements, of each of the other key personnel to be used in the project;

(iii) The appropriateness of the time that each person referred to in paragraphs (f)(1)(i) and (ii) of this section will commit to the project; and

(iv) How the applicant, as part of its nondiscriminatory employment practices, will ensure that its personnel are selected for employment without regard to race, color, national origin, gender, age, or disability.

(2) To determine personnel qualifications under paragraphs (f)(1)(i) and (ii) of this section, the Secretary considers—

(i) The experience and training of key personnel in project management and in fields related to the objectives of the project; and

(ii) Any other qualifications that pertain to the quality of the project.

(g) **Budget and cost effectiveness.** (10 points) The Secretary reviews each application to determine the extent to which the budget—

(1) Is cost effective and adequate to support the project activities;

(2) Contains costs that are reasonable and necessary in relation to the objectives of the project; and

(3) Proposes using non-Federal resources available from appropriate employment, training, and education agencies in the State to provide project services and activities and to acquire project equipment and facilities.

(h) **Adequacy of resources and commitment.** (5 points)

(1) The Secretary reviews each application to determine the extent to which the applicant plans to devote adequate resources to the project. The Secretary considers the extent to which the—

(i) Facilities that the applicant plans to use are adequate; and

(ii) Equipment and supplies that the applicant plans to use are adequate.

(2) The Secretary reviews each application to determine the commitment to the project, including whether the—

(i) Uses of non-Federal resources are adequate to provide project services and activities, especially resources of community organizations and State and local educational agencies; and

(ii) Applicant has the capacity to continue, expand, and build upon the project when Federal assistance under this part ends.

Cost Sharing

A recipient of an award under this competition must provide not less than 25 percent of the total cost (the sum of the Federal and non-Federal shares) of the project it conducts. The non-Federal share may be in the form of cash or in-kind contributions, including the fair market value of facilities, overhead, personnel, and equipment.

Intergovernmental Review of Federal Programs

This program is subject to the requirements of Executive Order 12372 (Intergovernmental Review of Federal Programs) and the regulations in 34 CFR Part 79.

The objective of the Executive order is to foster an intergovernmental partnership and to strengthen federalism by relying on State and local processes for State and local government coordination and review of proposed Federal financial assistance.

Applicants must contact the appropriate State Single Point of Contact to find out about, and to comply with, the State's process under Executive Order 12372. Applicants proposing to perform activities in more than one State should immediately contact the Single Point of Contact for each of those States and follow the procedure established in each State under the Executive Order. If you want to know the name and address of any State Single Point of Contact, see the list published in the *Federal Register* on May 3, 1994 (59 FR 22904-22905).

In States that have not established a process or chosen a program for review, State, areawide, regional, and local entities may submit comments directly to the Department.

Any State Process Recommendation and other comments submitted by a State Single Point of Contact and any comments from State, areawide, regional, and local entities must be mailed or hand-delivered by the date indicated in this notice to the following address: The Secretary, E.O. 12372—CFDA# 84.199D, U.S. Department of Education, Room 4161, 400 Maryland Avenue, S.W., Washington, D.C. 20202-0125.

Proof of mailing will be determined on the same basis as applications (see 34 CFR 75.102). Recommendations or comments may be hand-delivered until 4:30 p.m. (Washington, D.C. time) on the date indicated in this notice.

Please note that the above address is not the same address as the one to which the applicant submits its completed application. Do not send applications to the above address.

Instructions for Transmittal of Applications

(a) If an applicant wants to apply for a grant, the applicant shall—

(1) Mail the original and six copies of the application on or before the deadline date to: U.S. Department of Education, Application Control Center, Attention: (CFDA# 84.199D), Washington, D.C. 20202-4725 or

(2) Hand deliver the original and six copies of the application by 4:30 p.m. (Washington, D.C. time) on the deadline date to: U.S. Department of Education, Application Control Center, Attention: (CFDA# 84.199D), Room 3633, Regional Office Building #3, 7th and D Streets, S.W., Washington, D.C. 20202-4725.

(b) An applicant must show one of the following as proof of mailing:

(1) A legibly dated U.S. Postal Service postmark.

(2) A legible mail receipt with the date of mailing stamped by the U.S. Postal Service.

(3) A dated shipping label, invoice, or receipt from a commercial carrier.

(4) Any other proof of mailing acceptable to the Secretary.

(c) If an application is mailed through the U.S. Postal Service, the Secretary does not accept either of the following as proof of mailing:

(1) A private metered postmark.

(2) A mail receipt that is not dated by the U.S. Postal Service.

Notes: (1) The U.S. Postal Service does not uniformly provide a dated postmark. Before relying on this method, an applicant should check with its local post office.

(2) The Application Control Center will mail a Grant Application Receipt Acknowledgement to each applicant. If an applicant fails to receive the notification of application receipt within 15 days from the date of mailing the application, the applicant should call the U.S. Department of Education Application Control Center at (202) 708-9494.

(3) The applicant *must* indicate on the envelope and—if not provided by the Department—in Item 10 of the Application for Federal Assistance (Standard Form 424) the CFDA number—and suffix letter, if any—of the competition under which the application is being submitted.

Application Instructions and Forms

To apply for an award under this program competition, applications must be organized in the following order and include the following five parts:

Part I: Application for Federal Assistance (Standard Form 424 (Rev. 4-88)).

Part II: Budget Information.
Part III: Budget Narrative.
Part IV: Program Narrative.
Part V: Additional Assurances and
Certifications:
a. Assurances—Non-Construction
Programs (Standard Form 424B).
b. Certification regarding Lobbying;
Debarment, Suspension, and Other
Responsibility Matters; and Drug-Free
Workplace Requirements (ED 80-0013)
and Instructions.
c. Certification regarding Debarment,
Suspension, Ineligibility and Voluntary
Exclusion: Lower Tier Covered
Transactions (ED 80-0014, 9/90) and
Instructions. (NOTE: ED 80-0014 is
intended for the use of grantees and
should not be transmitted to the
Department.)
d. Disclosure of Lobbying Activities
(Standard Form LLL-A) (if applicable)
and Instructions, and Disclosure of
Lobbying Activities Continuation Sheet
(Standard Form LLL-A).

All forms and instructions are
included as Appendix A of this notice.

To assist potential applicants,
questions and answers pertaining to this
program are included as Appendix B.

All applicants must submit ONE
original signed application, including
ink signatures on all forms and
assurances and six *copies of the*
application. Please mark each
application as original or copy. Local or
State agencies may choose to submit
two copies with the original.

No grant may be awarded unless a
completed application form has been
received. (20 U.S.C. 1241-1391)

For Further Information Contact: Gail
M. Schwartz, U.S. Department of
Education, 400 Maryland Avenue, SW.
(Room 4512—MES), Washington, DC
20202-7242. Telephone (202) 205-5621.
Individuals who use a
telecommunications device for the deaf
(TDD) may call the Federal Information

Relay Service (FIRS) at 1-800-877-8339
between 8 a.m. and 8 p.m., Eastern time,
Monday through Friday.

Information about the Department's
funding opportunities, including copies
of application notices for discretionary
grant competitions, can be viewed on
the Department's electronic bulletin
board (ED Board), telephone (202) 260-
9950; or on the Gopher Server at
GOPHER.ED.GOV (under
announcements, Bulletins and Press
Releases). However, the official
application notice for a discretionary
grant competition is the notice
published in the **Federal Register**.

Program Authority: 20 U.S.C. 2420(a).

Dated: July 6, 1994.

Augusta Souza Kappner,
*Assistant Secretary, Office of Vocational and
Adult Education.*

BILLING CODE 4000-01-M

Appendix A

OMB Approval No. 0348-0043

APPLICATION FOR
FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application ☐ Construction ☒ Non-Construction Preapplication ☐ Construction ☐ Non-Construction		2. DATE SUBMITTED 3. DATE RECEIVED BY STATE 4. DATE RECEIVED BY FEDERAL AGENCY	Applicant Identifier State Application Identifier Federal Identifier
5. APPLICANT INFORMATION			
Legal Name:		Organizational Unit:	
Address (give city, county, state, and zip code):		Name and telephone number of the person to be contacted on matters involving this application (give area code):	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 		7. TYPE OF APPLICANT: (enter appropriate letter in box) ☐	
8. TYPE OF APPLICATION: ☒ New ☐ Continuation ☐ Revision If Revision, enter appropriate letter(s) in box(es): ☐ ☐ A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify):		A. State H. Independent School Dist. B. County I. State Controlled Institution of Higher Learning C. Municipal J. Private University D. Township K. Indian Tribe E. Interstate L. Individual F. Intermunicipal M. Profit Organization G. Special District N. Other (Specify) _____	
9. NAME OF FEDERAL AGENCY: U.S. Department of Education			
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 8 4 . 1 9 9D TITLE: Cooperative Demonstration Program (Correctional Education)		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:	
12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):			
13. PROPOSED PROJECT: Start Date Ending Date		14. CONGRESSIONAL DISTRICTS OF: a. Applicant b. Project	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal \$.00 b. Applicant \$.00 c. State \$.00 d. Local \$.00 e. Other \$.00 f. Program Income \$.00 g. TOTAL \$.00		a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE _____ b. NO. ☐ PROGRAM IS NOT COVERED BY E.O. 12372 ☐ OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? ☐ Yes If "Yes," attach an explanation. ☐ No	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED			
a. Typed Name of Authorized Representative		b. Title	
d. Signature of Authorized Representative		c. Telephone number	
		e. Date Signed	

Previous Editions Not Usable

Standard Form 424 (REV. 4-88)
Prescribed by OMB Circular A-102

Authorized for Local Reproduction

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: | Entry: | Item: | Entry: |
|-------|--|-------|--|
| 1. | Self-explanatory. | 12. | List only the largest political entities affected (e.g., State, counties, cities). |
| 2. | Date application submitted to Federal agency (or State if applicable) & applicant's control number (if applicable). | 13. | Self-explanatory. |
| 3. | State use only (if applicable). | 14. | List the applicant's Congressional District and any District(s) affected by the program or project. |
| 4. | If this application is to continue or revise an existing award, enter present Federal identifier number. If for a new project, leave blank. | 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 <u>only</u> 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. |
| 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. | 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. |
| 6. | Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service. | 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. |
| 7. | Enter the appropriate letter in the space provided. | 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.) |
| 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 preapplications, use a separate sheet to provide a summary description of this project. | | |

PART II - BUDGET INFORMATION

SECTION A - Budget Summary by Categories

	A	B	C	D
1. Personnel				
2. Fringe Benefits (Rate %)				
3. Travel				
4. Equipment				
5. Supplies				
6. Contractual				
7. Other				
8. Total, Direct Cost (lines 1 through 7)				
9. Indirect Cost (Rate %)				
10. Training Costs/Stipends				
11. TOTAL, Federal Funds Requested (lines 8 through 10)				

SECTION B - Cost Sharing Summary (if appropriate)

	A	B	C	D
1. Cash Contribution				
2. In-Kind Contribution (only costs specifically for this project)				
3. TOTAL, Cost Sharing (Rate %)				

NOTE: For FULLY-FUNDED PROJECTS use Column A to record the first 12-month budget period; Column B to record the second 12-month budget period; and Column C to record the total.

For MULTI-YEAR PROJECTS use Column A to record the first 12-month budget period; Column B to record the second 12-month budget period; Column C to record the third 12-month budget period; and Column D to record the fourth 12-month budget period.

Section C - Budget Estimates (Federal Funds Only) For Balance of Project
Budget Periods

Second	Third	Fourth	Fifth

INSTRUCTIONS FOR PART II - BUDGET INFORMATION

SECTION A - Budget Summary by Categories

1. Personnel: Show salaries to be paid to project personnel.
2. Fringe Benefits: Indicate the rate and amount of fringe benefits.
3. Travel: Indicate the amount requested for both inter- and intra-State travel of project staff. Include funds for at least one trip for two people to attend a project director's meeting in Washington, D.C.
4. Equipment: Indicate the cost of non-expendable personnel property that has a useful life of more than one year and a cost of \$300 or more per unit (\$5,000 or more if State, Local, or Tribal Government).
5. Supplies: Include the cost of consumable supplies and materials to be used during the project.
6. Contractual: Show the amount to be used for (1) procurement contracts (except those which belong on other lines such as supplies and equipment); and (2) sub-contracts.
7. Other: Indicate all direct costs not clearly covered by lines 1 through 6 above, including consultants.
8. Total, Direct Cost: Show the total for lines 1 through 7.
9. Indirect Costs: Indicate the rate and amount of indirect costs. NOTE: For training grants, the indirect cost rate cannot exceed 8%.
10. Training/Stipend Cost: (if allowable)
11. TOTAL, Federal Funds Requested: Show total for lines 8 through 10.

SECTION B - Cost Sharing Summary

Indicate the actual rate and amount of cost sharing when there is a cost sharing requirement. If cost sharing is required by program regulations, the local share required refers to a percentage of TOTAL PROJECT COST, not of Federal funds.

Instructions for Part III—Budget Narrative

Prepare a detailed Budget Narrative for the first year of the project that justifies, and/or clarifies the budget figures shown in Section A. Explain:

1. How personnel costs are calculated—provide yearly and/or hourly rates; for other than full-time staff, provide hours per day, week, month, and year.
2. The basis used to estimate certain costs (professional personnel, consultants, travel, indirect costs) and any other cost that may appear unusual;
3. How the major cost items relate to the proposed project activities (refer to application page);
4. The costs of the project's evaluation component;
5. What matching occurs in each budget category; and provide estimated budget totals for the second, third, fourth, and fifth years of the project.

Instructions for Part IV—Program Narrative

The program narrative will comprise the largest portion of your application. This part is where you spell out the who, what, when, where, why, and how of your proposed project.

Although you will not have a form to fill out for your narrative, there is a format. This format is the *selection criteria*. Because your application will be reviewed and rated by a review panel

on the basis of the selection criteria, your narrative should follow the order and format of the criteria.

Before preparing your application, you should carefully read the legislation and regulations of the program, eligibility requirements, information on any priority set by the Secretary, and the selection criteria for this competition.

Your program narrative should be clear, concise, and to the point. Begin the narrative with a one page abstract or summary of your proposed project. Then describe the project in detail, addressing each selection criterion in order.

The Secretary strongly requests you limit the program narrative to no more than 30 double-spaced, typed pages (on one side only), although the Secretary will consider your application if it is longer. Be sure to number consecutively *ALL* pages in your application.

You may include supporting documentation as appendices. Be sure that this material is concise and pertinent to this program competition.

You are advised that:

- (a) The Department considers only information contained in the application in ranking applications for funding consideration. Letters of support sent separately from the formal application package are not considered in the review by the technical review panels. (EDGAR Sec. 75.217)

(b) The technical review panel evaluates each application solely on the basis of the established technical review criteria. Letters of support contained in the application will strengthen the application only insofar as they contain commitments which pertain to the established technical review criteria, such as commitment and resources.

Estimated Public Reporting Burden

Under terms of the Paperwork Reduction Act of 1980, as amended, and the regulations implementing that Act, the Department of Education invites comment on the public reporting burden in this collection of information. Public reporting burden for this collection of information is estimated to average 90 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. You may send comments regarding this burden to the U.S. Department of Education, Information Management and Compliance Division, Washington, D.C. 20202-4651; and to the Office of Management and Budget, Paperwork Reduction Project, OMB 1830-0013, Washington, D.C. 20503.

(Information collection approved under OMB control number 1830-0013. Expiration date: 2/28/95.)

BILLING CODE 4000-01-M

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 C.F.R. 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. 290 dd-3 and 290 ee-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 Clean 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

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

- (a) 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 making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) 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 grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110 --

A. The applicant certifies 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 three-year period preceding this application 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 for 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 three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 --

A. The applicant 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 on-going 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 10 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: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office

Building No. 3), Washington, DC 20202-4571. 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).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

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

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 --

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571. Notice shall include the identification number(s) of each affected grant.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT	PR/AWARD NUMBER AND/OR PROJECT NAME
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
SIGNATURE	DATE

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "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.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME OF APPLICANT	PR/ AWARD NUMBER AND/OR PROJECT NAME
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
SIGNATURE	DATE

Approved by OMB
0346-0046

1. Type of Federal Action: ☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan ☐ e. loan guarantee ☐ f. loan insurance	2. Status of Federal Action: ☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	3. Report Type: ☐ a. Initial filing ☐ b. material change For Material Change Only: year _____ quarter ____ date of last report _____
4. Name and Address of Reporting Entity: ☐ Prime ☐ Subawardee Tier ____, if known: Congressional District, if known: _____		5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known: _____
6. Federal Department/Agency: _____		7. Federal Program Name/Description: CFDA Number, if applicable: _____
8. Federal Action Number, if known: _____		9. Award Amount, if known: \$ _____
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI): _____ (attach Continuation Sheet(s) SF-LLL-A if necessary)		b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): _____ (attach Continuation Sheet(s) SF-LLL-A if necessary)
11. Amount of Payment (check all that apply): \$ _____ ☐ actual ☐ planned	13. Type of Payment (check all that apply): ☐ a. retainer ☐ b. one-time fee ☐ c. commission ☐ d. contingent fee ☐ e. deferred ☐ f. other; specify: _____	
12. Form of Payment (check all that apply): ☐ a. cash ☐ b. in-kind; specify: nature _____ value _____		
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: (attach Continuation Sheet(s) SF-LLL-A if necessary)		
15. Continuation Sheet(s) SF-LLL-A attached: ☐ Yes ☒ No		
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.		Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____

Federal Use Only:

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity 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 a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

**DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET**

Approved by OMB
0348-0046

Reporting Entity: _____ Page _____ of _____

Appendix B

Potential applicants frequently direct questions to officials of the Department regarding application notices and programmatic and administrative regulations governing various direct grant programs. To assist potential applicants the Department has assembled the following most commonly asked questions.

Q. Can we get an extension of the deadline?

A. No. A closing date may be changed only under extraordinary circumstances. Any change must be announced in the **Federal Register** and apply to all applications. Waivers for individual applications cannot be granted regardless of the circumstances.

Q. How many copies of the application should I submit and must they be bound?

A. Our new policy calls for an original and six copies to be submitted. The binding of applications is optional.

Q. We just missed the deadline for the XXX competition. May we submit under another competition?

A. Yes, however, the likelihood of success is not good. A properly prepared application must meet the requirements of the competition to which it is submitted.

Q. I'm not sure which competition is most appropriate for my project. What should I do?

A. We are happy to discuss any questions with you and provide clarification on the unique elements of the various competitions.

Q. Will you help us prepare our application?

A. We are happy to provide general program information. Clearly, it would not be appropriate for staff to participate in the actual writing of an application, but we can respond to specific questions about application requirements, evaluation criteria, and the priorities. Applicants should understand that this previous preapplication consultation is not required, nor will it in any way influence the success of an application.

Q. When will I find out if I'm going to be funded?

A. You can expect to receive notification within 3 to 4 months of the application closing date, depending on the number of applications received and the number of competitions with closing dates at about the same time.

Q. Once my application has been reviewed by the review panel, can you tell me the outcome?

A. No. Every year we are called by a number of applicants who have legitimate reasons for needing to know the outcome of the review prior to

official notification. Some applicants need to make job decisions, some need to notify a local school district, etc. Regardless of the reason, because final funding decisions have not been made at that point, we cannot share information about the review with anyone.

Q. Will my application be returned if I am not funded?

A. We no longer return unsuccessful applications. Thus, applicants should retain at least one copy of the application.

Q. Can I obtain copies of reviewers' comments?

A. Upon written request, reviewers' comments will be mailed to unsuccessful applicants.

Q. Is travel allowed under these projects?

A. Travel associated with carrying out the project is allowed. Because we will request the project directors and evaluators of funded projects to attend an annual project directors meeting, you should include annual trips for each to Washington, DC., in the travel budget. Travel to conferences is sometimes allowed when it is for purposes of dissemination.

Q. If my application receives high scores from the reviewers, does that mean that I will receive funding?

A. Not necessarily. It is often the case that the number of applications scored highly by the reviewers exceeds the dollars available for funding projects under a particular competition. The order of selection, which is based on the scores of all the applications and other relevant factors, determines the applications that can be funded.

Q. What happens during negotiations?

A. During negotiations technical and budget issues may be raised. These are issues that have been identified during the panel and staff reviews that require clarification. Sometimes issues are stated as "conditions." These are issues that have been identified as so critical that the award cannot be made unless those conditions are met. Questions may also be raised about the proposed budget. Generally, these issues are raised because there is inadequate justification or explanation of a particular budget item, or because the budget item seems unimportant to the successful completion of the project. If you are asked to make changes that you feel could seriously affect the project's success, you may provide reasons for not making the changes or provide alternative suggestions. Similarly, if proposed budget reductions will, in your opinion, seriously affect the project activities, you may explain why and provide additional justification for the

proposed expenses. An award cannot be made until all negotiation issues have been resolved.

Q. How do I provide an assurance?

A. Except for SF-424B, "Assurances—Non-Construction Programs," simply state in writing that you are meeting a proscribed requirement.

Q. Where can copies of the **Federal Register**, program regulations, and Federal statutes be obtained?

A. Copies of these materials can usually be found at your local library. If not, they can be obtained from the Government Printing Office by writing to: Superintendent of Documents, U.S. Government Printing Office, Washington, DC. 20402. Telephone: (202) 783-3238. When requesting copies of regulations or statutes, it is helpful to use the specific name, public law number, or part number. The material referenced in this notice should be referred to as follows:

(1) Carl D. Perkins Vocational and Applied Technology Education Act (Perkins Act) (Public Law 101-392, 104 Stat. 753 (1990)).

(2) State Vocational and Applied Technology Education Programs and National Discretionary Programs of Vocational Education Final Regulations, 34 CFR Parts 400 and 426.

(3) Education Department General Administrative Regulations, 34 CFR Parts 74, 75, 77, 79, 80, 81, 82, 85, and 86.

Q. What are the Department of Education's Program Effectiveness Panel and National Diffusion Network?

A. The Program Effectiveness Panel (PEP) is the Department of Education's primary mechanism for validating the effectiveness of educational programs developed by schools, universities, and other agencies. The National Diffusion Network (NDN) is a Federally funded dissemination system that helps public and private schools, colleges, and other educational institutions improve by sharing successful education programs, products, and processes.

Regulations governing PEP and NDN are codified at 34 CFR Parts 785-789. For information about PEP, prospective applicants may wish to read *Making the Case: Evidence of Effectiveness in Schools and Classrooms*, which contains criteria and guidelines for submitting project results to PEP. This publication, as well as information about NDN, is available from RMC Research Corporation, 1000 Market Street, Portsmouth, New Hampshire 03801. Telephone 1-800-258-0802. RMC Research Corporation can also provide information about consultants

who have conducted evaluations that have been approved by PEP.

[FR Doc. 94-16903 Filed 7-12-94; 8:45 am]

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