The following information on grant administration dealing with questions such as General Requirements, Prior Approval Requirements, Transfer of Project Director, and Suspension or termination of Award, should be referred to the Grants Officer.

Reporting: In addition to working closely with the Institute, the applicant will be required to submit an annual report of activities, and other products as described in the DESCRIPTION OF PROGRAM above and in the cooperative agreement between the applicant and the NIFL.

Acknowledgment of Support and Disclaimer: An acknowledgment of Institute support and a disclaimer must appear in publications of any material, whether copyrighted or not, based on or developed under NIFL-supported projects:

''This material is based upon work supported by the National Institute for Literacy under Grant No. (Grantee should enter NIFL grant number).''

Except for articles of papers published in professional journals, the following disclaimer should be included:

''Any opinion, findings, and conclusions or recommendations expressed in this material are those of the authors) and do not necessarily reflect the views of the National Institute for Literacy.''

Instructions for Estimated Public Reporting Burden: According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid control number for this information collection is 3200–0033, Expiration date August 1999. The time required to complete this information collection is estimated to average 80 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

Carolyn Staley,

Deputy Director, National Institute for Literacy.

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BILLING CODE 6055–01–M

[CFDA No. 84–257F]

Application for Technology Grant Awards to Governor's State Literacy Resource Centers to Build a National Electronic Information and Communication Network for Literacy by Establishing a Regional Hub on the Internet in Region I Designated by the U.S. Department of Education's Office of Vocational and Adult Education

AGENCY: The National Institute for Literacy.

ACTION: Notice.

DATE: Applications must be received at the NIFL office by 4:30 pm on September 12, 1996; items delivered after that date will not be accepted.

NOTE TO APPLICANTS: This notice is a complete application package, except for required forms. 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 the information, regulations, and instructions needed to apply for a grant under this competition.

FOR FURTHER INFORMATION CONTACT: Jaleh Behroozi Soroui, NIFL, 800 Connecticut Avenue, NW, Suite 200, Washington, DC 20006. Telephone: 202–632–1506. FAX: 202–632–1512. E-mail: jaleh@literacy.nifl.gov.

Information about the Institute's funding opportunities, including the application notices can be viewed on the LINCS WWW server (under Current Events, under grants). LINCS URL: http://novel.nifl.gov.

SUPPLEMENTARY INFORMATION:

Definitions

For purposes of this announcement the following definitions apply:

''Literacy.'' An individual's ability 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 develop one's knowledge and potential (as stated in the National Literacy Act of 1991).

''State Literacy Resource Centers (SLRCs)'' State or regional organizations supported through any combination of federal, state, or private funds that has the purpose of coordinating the delivery and improvement of literacy services across agencies and organizations in the state or region, enhancing the capability of state and local organizations to provide literacy services, building a database of literacy related information, and working closely with the National Institute for Literacy and other national literacy organizations to enhance the national literacy infrastructure.

''Literacy Community.'' Individuals and groups at all levels nationwide that are actively involved with adult literacy and basic skills instruction, including individuals such as researchers, practitioners, policymakers, adult learners, and administrators, and groups such as state and local departments of education, human services, and labor; libraries; community-based organizations; businesses and labor unions; and volunteer and civic groups.

''OVAE regions.'' The four regions of the United States designated by the U.S. Department of Education's Office of Vocational and Adult Education (OVAE):

Area I: Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Puerto Rico, Rhode Island, Vermont, Virgin Islands.

Area II: Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, West Virginia.

Area III: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin.

Area IV: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming, Federal States of Micronesia, Guam, Marshall Islands, No. Mariana Islands.

''Regional Hub'' an Internet-based electronic information retrieval and communication site, operating through an SLRC, that acts as the focal point for LINCS activity, including training and technical assistance, for a particular OVAE region.

Background

The National Institute For Literacy (NIFL), as authorized by the National Literacy Act of 1991, has the legislative mandate to develop a national literacy data base. The intent of this mandate was to consolidate scattered and inaccessible information resources for literacy.

As a first step toward carrying out this change, and in keeping with the Administration's ''information superhighway'' initiative, NIFL conducted a study in 1992 of the literacy community's information needs by type of users, quality and format of existing literacy sources and data bases. Following up on the results of this survey in 1993, NIFL formed eight work groups of representatives from the

literacy community to develop a vision and work plan for establishing its information and communication system, which is now called LINCS (the Literacy Information and Communication System). The work groups used a consensus-building process to produce a framework, standards, and guidelines for LINCS, which are presented in NIFL's ''Starting Point'' manual.

In order to implement the work groups' vision and plans, NIFL developed the LINCS on-line prototype to examine and demonstrate the potential and capabilities of an Internet-based national literacy information and communication network.

The LINCS prototype has been developed as a World Wide Web system on the Internet, accessible by Mosaic or Netscape, and Lynx. It is designed to access literacy data available in multiple locations, and features searchable literacy holdings (including SLRC holdings) and other literacy resources. It also provides access to the databases of ERIC, OTAN (Outreach and Technical Assistance Network), TTRC (Training Technology Resource Center) NCAL (National Center on Adult Literacy), the National Adult Literacy and Learning Disability Center, and the Library of Congress. In addition, the prototype includes E-mail, an event calendar, funding announcements, and information on legislation.

NIFL's plan for the next two years is to establish the LINCS prototype as the foundation for a national electronic literacy network by upgrading the technological capabilities of the field. Major components of the plan are:

(1) To broaden the literacy community's access to literacy resources,

(2) To develop policies and procedures for information sharing throughout the literacy community,

(3) To enhance awareness throughout the literacy community about the potential of a state-of-the-art information and communications technology for the field of adult education,

(4) To ensure that LINCS keeps pace with the state-of-the-art technology and becomes increasingly more capable of enriching literacy services through the provision of comprehensive information resources to the literacy community.

Overview of the Technology Project

To build an infrastructure that can support electronic communications and information exchange for literacy, NIFL currently supports SLRCs in Regions II, III and IV. These hubs create a base for expansion of LINCS into a national network. Using state-of-the-art technology, the regional hubs facilitate access to information and resource sharing within and among the regional literacy communities and encourage the collection of information that is increasing the literacy knowledge base.

The three regional electronic information and communication hubs are:

- California State Literacy Resource Center & Outreach Technical Assistance Network (OTAN), at Sacramento County Office of Education.
- Ohio State Literacy Resource Center, at Kent State University.
- Texas State Literacy Resource Center, at Texas A&M Research Foundation, and Tennessee State Literacy Resource Center.

The NIFL will award one additional grant to a SLRC in Region I for the creation of a hub. The grant, as with the three existing grants, will be used as seed money to attract ongoing support from other sources. Only one grant will be made within OVAE Region I.

Purpose: The purpose of the technology grant program is to create regional electronic information and communication hubs for literacy that will—

1. Build the technological capacity for electronic information exchange among SLRCs within each OVAE region through a consortia of states that cooperate in sharing resources and expertise.

2. Enable individual SLRCs to share data with the literacy community and with major national adult literacy holdings by linking them with each other and the LINCS prototype.

3. Demonstrate the use of the LINCS prototype by other state agencies and local adult literacy service providers in efforts to improve program and professional development.

4. Increase the literacy field's knowledge base by using the ''Starting Point'' manual standards to develop a systematic procedure for collecting new literacy information resources, specially unpublished materials.

NIFL intends the value of this technology project to extend beyond the SLRCs to the literacy community as a whole. The larger goals of LINCS are to bring the community together—literacy researchers, practitioners, administrators, students, and policymakers—and to close the gap between information ''haves'' and ''have nots.'' These goals can only be met by expanding the network to increasingly greater numbers of individuals and groups in the literacy field.

Eligible Applicants: SLRCs within Region I are eligible to apply for an award under this program.

Deadline for Transmittal of Applications: Applications must be received at the NIFL office by 4:30 pm on September 12, 1996; items delivered after that date will not be accepted.

Available Funds: This announcement envisions a two year cooperative agreement. In the first year a total of $150,000 is available for the grant. Year 2 funding is subject to program authorization and availability of appropriations, and contingent upon satisfactory completion of the first year plan of action.

Estimated Number of Awards: No more than 1 award in Region I.

Estimated Award Amount: $150,000.

Project Period: Up to 24 months.

Selection Criteria: (a)(1) In evaluating applications for a grant under this competition, the Director uses the following selection criteria.

(2) The maximum score for all of the criteria in this section is 100 points.

(3) The maximum score for each criterion is indicated in parentheses with the criterion.

(b) The Criteria—(1) Mission and Strategy. (10 points) The Director reviews each application to determine how well the applicant has related the mission and strategy of the project to NIFL's overall goals and priorities, including:

(i) The degree to which the plan for creating a regional hub reflects an understanding of the major tasks necessary to achieve NIFL's goals for building regional capacity;

(ii) The quality of the plans for developing an appropriate, coherent, and effective program to achieve the project's goals;

(iii) The effectiveness of proposed strategies for providing regional leadership to consortium members and other partners; and

(iv) The quality of plans to establish effective working relationships with other organizations in the region as required for effective development of the project.

(2) Institutional Capability. (15 points) The Director reviews each application to determine the capabilities of the organization to sustain a long-term, high quality, and coherent program, including:

(i) The applicant's experience in establishing and carrying out collaborative working relationships with other states, other state agencies, and other public and private groups;

(ii) The applicant's experience in developing materials and methods for training and technical assistance to adult literacy providers.

(iii) The ability of the applicant to carry on the project when NIFL funding has ended.

(3) Plan of Operation. (30 points) The Director reviews each application to determine the quality of the plan of operation for the project, including:

(i) The quality of the design of the project;

(ii) The extent to which the plan of management is effective and ensures proper and efficient administration of the project;

(iii) How well the objectives of the project relate to the purpose of the LINCS;

(iv) The extent to which the applicant provides for effective collaboration between SLRCs and other agencies;

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

(vi) The extent to which the applicant's plan for year 1 provides for achieving the minimum project outcomes listed under *Program Narrative*.

(4) Technical Soundness. (20 points) The Director reviews each application to determine the technical soundness of the proposed project, including:

(i) The extent to which the applicant demonstrates a thorough knowledge of literacy data collections, dissemination and applying the required Institute's guidelines and standards.

(ii) The extent to which the applicant demonstrates knowledge of current databases, telecommunications practices, equipment configurations and maintenance.

(iii) Evidence of the commitment of the applicant to provide technical support and equipment to the members of consortium;

(iv) Evidence that the applicant will consider the perspectives of a variety of service providers in carrying out the work of the consortium;

(v) The extent to which the training content is comprehensive and at an appropriate level; and

(vi) The extent to which training methods are likely to be effective.

(5) Budget and Cost Effectiveness. (10 points) The Director reviews each application to determine the extent to which:

(i) The budget is adequate to support consortium activities;

(ii) Costs are reasonable in relation to the objectives of the consortium;

(iii) The budgets for any subcontracts are detailed and appropriate; and

(iv) The budget details resources, cash and in-kind, that the applicant and others, particularly other consortium members, will provide to the project in addition to grant funds.

(6) Evaluation Plan. (10 points) The Director reviews each application to determine the quality of the evaluation plan for the consortium, including the adequacy of:

(i) The methods and mechanism which will be used to document the consortium's progress in relation to its mission and goals; and

(ii) The methods which will be used to document the impact of the consortium's program on its target audiences.

Applications should describe and justify the methods used to ensure that the consortium's work is of high quality as evaluated by the above procedures.

(7) Quality of Key Personnel. (5 points) The Director reviews each application to determine the quality of key personnel for the project, including:

(i) The qualifications of the project director for each project activity;

(ii) The qualifications of key personnel in each consortium member state for each project activity;

(iii) The extent to which key personnel have experience and training in fields related to the objectives of the project; and

(iv) The applicant's policy, as part of its nondiscriminatory employment practices, to ensure that its personnel are selected for employment without regard to race, color, national origin, religion, gender, age, or disability.

Application Requirements

Project Narrative

The project narrative is critical and must thoroughly reflect the capabilities of the applicant, as well as the degree and level of cooperation with other SLRCs in the region, and the three existing recipients, related to implementing this technology project.

The narrative should not exceed twenty (20) single-spaced pages, or forty (40) double-spaced pages. The narrative may be amplified by material in attachments and appendices, but the body should stand alone to give a complete picture of the project. Proposals which exceed 20 single-spaced pages or 40 double-spaced pages will not be reviewed.

The narrative must encompass the full two years of project activities and must cover the following areas:

1. Mission and Strategy

a. State the goals and objectives of the two-year project. Explain how they relate to overall NIFL goals and contribute to the development of LINCS.

b. Describe how the project will build regional technological capacity.

c. Describe the services that will be provided to other SLRCs in the region.

d. Explain how the project will serve the broader literacy community.

e. State the overall expected project achievements for the end of the two-year grant period.

2. Institutional Capabilities

a. State the applicant's qualifications to act as lead site of a regional consortium of all other SLRCs in the region. Describe the applicant's ability to carry out the proposed project and to deliver the proposed services.

b. Describe the applicant's staff and organizational capacity to play a leadership role in mobilizing a consortium of the region's SLRCs to carry out the work of this grant, including the applicant's willingness and ability to—

(1) Serve as the lead resource for sharing literacy data collections among states and for developing its own and other states collections on a local, statewide and regional basis. The applicant should have its own sizeable literacy collection (or a clear plan for acquiring such a collection), especially of unpublished material, and the capacity to make it electronically available to other SLRCs and state agencies.

(2) Organize its information holdings and those of other SLRCs by applying NIFL standards and guidelines as presented in the ''Starting Point'' manual, as well as the literacy thesaurus being developed by the NIFL work group.

(3) Provide the necessary technical support and expertise, especially in telecommunications, to less technologically advanced SLRCs. This includes: ensuring continuing on-line access among members, coordinating the installation of equipment and software, and providing technical assistance and training as appropriate.

(4) Provide the necessary support and expertise, as described in b(3) above, to other state agencies and selected local literacy service providers.

(5) Develop a plan for continuing the project after the end of the two-year project period, including prospective sources of support.

(6) Collaborate with NIFL throughout the process of creating the regional hub in order to assure the uniform presentation of information across the LINCS.

(7) Share project experience with other regions' SLRCs and the NIFL through quarterly performance reports.

c. Describe the applicant's ability to secure support from other agencies and groups in sustaining the project at the end of the two-year grant.

3. Plan of Operation

The applicant must develop a two-year plan that is both ambitious and realistic. While aiming high, the applicant must demonstrate an awareness of the constraints inherent in each particular situation. The plan must address both the immediate needs and the future vision and direction of the regional technology project.

The Director is particularly interested in applicants whose plans include provisions for—

- Forming a consortium with all other SLRC's in the region and securing the explicit commitment of each to participate in the project through the development of formal agreements delineating the roles and responsibilities of all members and a regional plan of action with timeliness of tasks achieved, including input from interested public and private organizations;
- Increasing adult literacy holdings and access of the literacy community to these holdings as LINCS expands;
- Developing partnerships with other state agencies and public and private entities, including business and industry, that can further project objectives and provide ongoing support to the project after the grant has ended;
- Building upon the efforts of the three existing hubs in implementing the technology project;
- Collaborating with other related electronic information exchange efforts, such as those run through libraries and universities, to widen usage of LINCS in the field; and
- Extending usage of the regional hub and the LINCS to local programs and practitioners.

Also, innovative local programs with a strong leaner centered orientation, as well as coalitions of literacy providers.

Accordingly, applicant's plan must address the following:

a. Regional Hub: Describe how the applicant will establish a regional hub on the Internet that will provide a seamless interface between SLRCs in the region and LINCS, including:

(1) How the applicant will establish and maintain a regional hub that mirrors the LINCS's information structure and the system architecture, as described in Technical Soundness section a and b.

(2) What hardware, software, and networking system will be used to develop the hub and why they were chosen.

(2) How the equipment meets NIFL requirements.

(4) How the applicant will develop a collection of unpublished literacy materials.

(5) How the applicant will collect and organize program data.

(6) How the applicant will ensure adoption of ''Starting Point'' standards and work with other SLRCs in the areas of collection of data, organization and information dissemination.

(7) How and to what extent the applicant will involve other agencies and organizations, especially state departments of education, human services, and labor, in the design and implementation of the regional hub.

(8) How the applicant will achieve, at a minimum, the following outcomes in year 1:

(a) The establishment of a regional hub for LINCS on the Internet.

(b) An on-line database of unpublished materials using ''Starting Point'' standards.

(c) An on-line directory of the regional consortium's literacy programs using ''Starting Point'' standards.

(d) A bulletin board function.

(e) Link-up with a least two major educational/workforce or legislative databases in the region.

(f) Link-up with a minimum of 10 local service provider or local literacy coalition level sites.

(g) Promotion of widespread access to, and use of, the regional hub.

b. Connectivity. Describe the level at which consortium members will be connected to the regional hub and to each other, including how the applicant will achieve, at a minimum, the following outcome in year 1: All consortium members and at least 10 local literacy service providers in one or more of the member states will be linked up with the regional hub and able to—

(1) Retrieve information provided by the hub,

(2) Transfer files,

(3) Engage in on-line discussion groups,

(4) Access the LINCS prototype.

c. Organization and Management: Describe the ways in which the applicant will ensure appropriate organization and management of project activities, including:

(1) How the applicant will involve an advisory group including representatives from all regional consortium member states in overseeing project implementation and evaluating progress.

(2) How the applicant will provide for developing a formal agreement with all consortium member SLRCs that clearly identifies the rights, roles, and responsibilities of each state with regard to spending plan, technical assistance, training, timeline, developing criteria to select local service providers, evaluation and design of the hub.

(3) How the applicant will provide for the management of any other partnership, consultant or subcontract arrangement with the rights and responsibilities of each party set forth clearly.

(4) The identification of key staff members, their specific roles, and the number of hours required to carry out their tasks.

(5) A description of any cost-sharing, cooperative funding, or other special financial arrangements.

d. Access: Describe how the applicant will extend LINCS access to other state agencies and local literacy service providers, including:

(1) How the applicant will promote widespread access to and use of the regional hub.

(2) How the applicant will work with regional consortium members to select local sites to participate in the project.

(3) How the applicant will support LINCS use by other agencies and at the local level, including—

(a) The kind of hardware and software to be used.

(b) The training and technical assistance to be provided.

(c) The focus to be taken by an agency or local site in using LINCS (i.e., a site could focus on using the system in information retrievel, or exploring on-line communication between practitioners and adult learners, or exchanging teaching tools and curricula).

(4) How the applicant will solicit and use feedback from other agencies and local providers in assessing the network's potential and refining the work of the regional hub.

(5) How the applicant will achieve, at a minimum, the following outcome in year 1: At least 10 local literacy service providers in one or more of the member states will have the capability to use the services of the regional hub.

e. Collaboration: Describe how the applicant will assure collobration with other related agencies, organizations, and projects in the region, including how the applicant will work with other regional consortium member states to—

(1) Secure the active cooperation and partnership of appropriate state agencies, including education, labor, and human services.

(2) Identify and connect with other projects in the region that use technology in the areas of telecommunications, on-line services, networking and multi-media.

4. Technical Soundness

a. Describe how the applicant will install an electronic system for the regional hub that mirrors the LINCS

structure, which consists of the following: a UNIX-based work station, connected to the Internet via the NIFL LAN, with information maintained in both HTML documents and WAIS databases. This work station is the World Wide Web (WWW) server, and also provides access to the Lynx WWW client for those users unable to use graphical clients, such as Mosaic. The software developed for the NIFL home page by the Logistics Management Institute is freely available for re-use.

b. Describe how the applicant will create a home page design that is similar to the LINCS home page, so that the same ''look and feel'' can be achieved throughout the network. (For example, a proposal for a World Wide Web server providing Mosaic- and Lynx-based access to a region's literacy resources and linkage to the NIFL home page would receive greater consideration than a proposal for information maintained on one or multiple WAIS database servers).

c. Describe how the applicant will, at a minimum—

(1) Acquire a 56kbps or faster direct Internet connection.

(2) Develop a WAIS database server or servers on the Internet.

(3) Populate the WAIS database(s) with literacy collections and program data, using ''Starting Point'' record structures and standards.

(4) Provide technical assistance, funding and resources to assure that all consortium members are connected to the Internet and are contributing and sharing adult literacy data.

d. Describe the applicant's provisions for equipment, including—

(1) What equipment will be used to establish the regional literacy hub or hubs.

(2) How the applicant will assess the equipment needs for each consortium member.

(3) What equipment will be used to link each consortium member to the regional hub and to LINCS.

(4) The reason for purchasing or upgrading equipment, as well as software and networking systems, for each member.

(5) How the equipment funded by this grant will be maintained.

(6) How issues of technology refreshment and obsolescence will be addressed.

(7) How the applicant will achieve, at a minimum, the following outcome for year 1: The lead site and consortium members will all have the equipment necessary to perform functions described in the plan of operation.

e. Describe the applicant's provisions for training and technical assistance, including—

(1) How the applicant will assess the relevant skills and knowledge of each consortium member SLRC and pool this expertise for the benefit of all consortium members.

(2) How the applicant will assist all consortium member SLRCs in selection and installation of hardware and software within the proposed timeline.

(3) A commitment to regional training and staff development for consortium members.

(4) How provisions will be made for well-organized and ongoing training that addresses a full range of needs.

(5) How administrators in each consortium member SLRC and local site will learn about the potential of LINCS and the regional hub, the pros and cons of various applications, how to connect to the system and benefit from it, and how to help their own clients tap into the national bank of resources available through LINCS.

(6) How the applicant will teach specific skills as well as an understanding of the power of the new technology and a desire for acquiring it and making it accessible to local literacy practitioners throughout the region, and ways of exploring the impact that it will have on teaching and learning methods.

(7) How the applicant will determine the type and the level of the training, and designate adequate funding.

(8) How the applicant will select training models (such as training trainers or workshops supplemented by peer coaching or modeling) that meet the needs of geographically dispersed staff at various levels of knowledge and skills, especially given rapid changes in technology.

(9) How the applicant will achieve, at a minimum, the following outcomes in year 1:

(a) Consortium member SLRC's hardware and software are installed and functional.

(b) A measurable training plan, which includes training staff of consortium member states, local sites, and other involved agencies in the use of the Regional hub, will be developed and implemented.

5. Efficiency and Economy

a. Cost Effectiveness: The applicant must demonstrate how it will ensure—

(1) the most efficient and cost-effective use of the funding,

(2) continuation of the project at end of the grant through securing additional funds to continue and expand the project.

b. Time Line: The applicant's plan must contain a table or diagram with major tasks or milestones, including estimates of funds, time, training schedules, personnel, facilities and equipment allocated to each program area. The timing of progress and other reports, meetings, and similar events should be included.

6. Monitoring and Evaluation

The applicant must provide a detailed monitoring and evaluation plan that will demonstrate the effectiveness of the project in achieving the objectives of the grant, including—

a. A process for ongoing evaluation and acquiring on-line and off-line input from users.

b. How the applicant will measure and evaluate the impact of the project on—

(1) the members of the consortium (their connectivity, access, data collection and organization),

(2) the broader literacy community, especially other state agencies and local literacy service providers;

c. How results of the evaluation will be confirmed and reported.

Other Application Requirements

The application shall include the following:

Project Summary: The proposal must contain a 200-word summary of the proposed project suitable for publication. It should not be an abstract of the proposal, but rather a self-contained description of the activities that would explain the proposal. The summary should be free of jargon and technical terminology, and should be understandable by an intelligent but non-specialist reader.

Budget Proposal: ED Form 524 must be completed and submitted with each application. The form consists of Sections A, B, and C. on the back of the form are general instructions for completion of the budget. All applicants must complete Sections A and C. If Section B is completed, include the nature and source of non-federal funds. Attach as Section C a detailed explanation and amplification of each budget category. Included in the explanation should be a complete justification of costs in each category. Additional instructions include:

- Prepare a separate itemization and narrative for each of the SLRCs in the region in addition to submitting an itemized budget narrative for the project as a whole.
- Personnel items should include names (titles or position) of key staff, number of hours proposed and applicable hourly rates.
- Include the cost, purpose, and justification for travel, equipment,

supplies, contractual and other. Training stipends are not authorized under this program.

- Clearly identify in all instances contributed costs and support from other sources, if any.
- Show budget detail for financial aspects of any cost sharing, joint or cooperative funding.

Disclosure of Prior Institute Support: If any consortium member state has received Institute funding in the past 2 years, the following information on the prior awards is required:

- Institute award number, amount and period of support,
- A summary of the results of the completed work; and
- A brief description of available materials and other related research products not described elsewhere.

If the applicant has received a prior award, the reviewers will be asked to comment on the quality of the prior work describe in this section of the proposal.

Current and Pending Support: All current project support from whatever source (such as Federal, State, or local government agencies, private foundations, commercial organizations) must be listed. The list must include the proposed project and all other projects requiring a portion of time of the Project Director and other project personnel, even if they receive no salary support from the project(s). The number of person-months or percentage of effort to be devoted to the projects must be stated, regardless of source of support. Similar information must be provided for all proposals that are being considered by or will be submitted soon to other sponsors.

If the project now being submitted has been funded previously by another source, the information requested in the paragraph above should be furnished for the immediately preceding funding period. If the proposal is being submitted to other possible sponsors, all of them must be listed. Concurrent submission of a proposal to other organizations will not prejudice its review by the Institute.i

Any fee proposed to be paid to a collaborating or ''partner'' for-profit entity should be indicated. (Fees will be negotiated by the Grants Officer.) Any copyright, patent or royalty agreements (proposed or in effect) must be described in detail, so that the rights and responsibilities of each party are made clear. If any part of the project is to be subcontracted, a budget and work plan prepared and duly signed by the subcontractor must be submitted as part of the overall proposal and addressed in the narrative.

Instructions for Transmittal of Applications

(1) The original and two (2) copies of the application must be received by September 12, 1996, at the address below. Applicants are encouraged, but not required, to submit three (3) additional copies of the application, but will not be penalized if additional copies are not received.

National Institute for Literacy, 800 Connecticut Avenue, NW, Suite 200, Washington, DC 20006, Attention: (CFDA #84.257F)

(1) The NIFL will mail a Grant Applicant Receipt Acknowledgment 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 NIFL at (202) 632–1525.

(2) The applicant must indicate on the envelope and in Item 10 of the application for Federal Assistance (Standard Form 424) the CFDA number of the competition under which the application is being submitted.

(3) All applications mailed to the NIFL must be received by September 12; applications received after that date will not be accepted. Thus, applicants must allow enough time for the U.S. Postal Service to make delivery by the deadline.

Application Forms: The append to this announcement is divided into three parts plus a statement regarding estimated public reporting burden and various assurances and certifications. These parts and additional materials are organized in the same manner that the submitted application should be organized. The parts and additional materials are as follows:

Part I: Application for Federal Assistance (ED Form 424 (Rev. 4–94)) and instructions.

Part II: Budget Information—Non-Construction Programs (ED Form 524) and instructions.

Part III. Application Narrative.

Additional Materials:

Estimated Public Reporting Burden.

Assurances—Non-Construction Programs (Standard Form 424B).

Certification Regarding Lobbying; Debarment, Suspension, and other Responsibility Matters; and Drug-Free Workplace Requirements (ED 80–0013).

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 recipients and should not be transmitted to the NIFL.

Disclosure of Lobbying Activities (Standard Form LLL) (if applicable) and instructions.

An applicant may submit information on a photostatic copy of the application and budget forms, the assurances and the certifications. However, the application form, the assurances, and certifications must each have an original signature. No award can be made unless a completed application has been received.

Applicable Regulations: The National Institute for Literacy is subject to the rulemaking requirements of the Administrative Procedures Act (APA). Under the APA, as now codified in Title 5 of the United States Code, section 553, matters relating to public property, loans, grants, benefits, or contracts are not subject to the rulemaking requirement of that section. The National Institute for Literacy is now in the initial stages of establishing a new program recently authorized by Congress and must obligate funds under this authority by September 30, 1996. The NIFL considered waiving this exemption to rulemaking requirements but determined that there was too little time to propose rules and offer applicants a reasonable amount of time to prepare applications for the award announced in this notice. Therefore, the National Institute for Literacy has adopted the following rules for the conduct of this competition and the resulting award.

The following regulations of the Department of Education apply:

34 CFR part 74, Administration of Grants to Institutions of Higher Education, Hospitals, and Nonprofit Organizations. The following provisions of 34 CFR part 75: §§ 75.50, 75.51, 75.102–75.104, 75.109, 75.117, 75.190–75.192, 75.200, 75.201, 75.215.

34 CFR part 77, Definitions.

34 CFR part 80, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

34 CFR part 82, New restrictions on Lobbying.

34 CFR part 85, Government wide Debarment and Suspension (Non procurement) and Government wide Requirements for Drug-Free Workplace (Grants).

The selection criteria used for this competition are set out in this Notice. While the criteria are patterned on those used generally by the Department of Education, they have been adapted by the NIFL to meet the needs of this program.

While the National Institute for Literacy is associated with the Departments of Education, Labor, and

Health and Human Services, the policies and procedures regarding rulemaking and administration of grants are not adopted by the NIFL except as expressly stated in this Notice.

Selection of Applications: The Director uses 34 CFR 75.217 in selecting an application for award.

Grant Administration: The administration of the grant to the consortium is governed by the conditions of the award letter. The Education Department General Administrative Regulations, (EDGAR) 34 CFR Parts 74, 75, 77, 79, 80, 81, 82, 85 and 86 (January 1, 1995), set forth administrative and other requirements. This document is available through your public library and the NIFL. It is recommended that appropriate administrative officials become familiar with the policies and procedures in the EDGAR which are applicable to this award. If a proposal is recommended for an award, the Grants official will request certain organizational, management, and financial information.

The following information on grant administration dealing with questions such as General Requirement, Prior Approval Requirements, Transfer of Project Director, and Suspension or termination of Award, are available in EDGAR.

Reporting: In addition to working closely with the Institute, the applicant will be required to submit quarterly and an annual report of activities. This annual report will be presented to the Institute staff, the National Institute Advisory Board and Interagency Group. Detailed specifications for the annual report will be provided to the consortium within 3 months after the award. For planning purposes, the applicant may assume that the following information will be provided:

- Project(s) Title.
- Project Abstract.

A concise narrative describing in layman's language the subject purposes, methods, expected outcomes (including products), and significance of the project.

- Significant Products.

A list of significant holdings available for access associated with the consortium.

- Significant Accomplishments.

A past-tense abstract that describes the consortium's accomplishments, known uses of the holdings and evidence of positive impact.

The grantee must also submit the following reports:

- Quarterly Performance.

A brief 2–3 page report of progress—

Due: Within 20 days of the end of each quarter.

- Final Report.

Due: 90 days after the expiration of or termination of support.

Acknowledgment of Support and Disclaimer: An acknowledgment of Institute support and a disclaimer must appear in publications of any material, whether copyrighted or not, based on or developed under Institute-supported projects:

This material is based upon work supported by the National Institute for Literacy under Grant No. (grantee should enter Institute grant number).

Except for articles or papers published in professional journals, the following disclaimer should be included: Any opinion, findings, and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the NIFL.

Instructions for Estimated Public Reporting Burden: According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid control number for this information collection is 3200–0029, Expiration date August 1999. The time required to complete this information collection is estimated to average 80 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

Carolyn Staley,

Deputy Director, NIFL.

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BILLING CODE 6055–01–M

NUCLEAR REGULATORY COMMISSION

Documents Containing Reporting or Recordkeeping Requirements: Office of Management and Budget Review

AGENCY: Nuclear Regulatory Commission.

ACTION: Notice of the Office of Management and Budget review of information collection and solicitation of public comment.

SUMMARY: The Nuclear Regulatory Commission (NRC) has recently submitted to the Office of Management and Budget (OMB) for review the following proposals for the collection of information under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35).

1. Type of submission, new, revision, or extension: Revision.

2. Title of the information collection: 10 CFR 25 and 95, Access to and Protection of Classified Information.

3. The form number if applicable: Not applicable.

4. How often the collection is required: On occasion.

5. Who will be required or asked to report: NRC regulated facilities and other organizations requiring access to NRC classified information.

6. An estimate of the number of responses:

10 CFR Part 25—291
10 CFR Part 95—181
NRC Form 237—(20)

7. The estimated number of annual respondents:

10 CFR Part 25—20
10 CFR Part 95—10
NRC Form 237—(2)

8. An estimate of the total number of hours needed to complete the requirement or request:

10 CFR Part 25—20.75
10 CFR Part 95—201.5
NRC Form 237—(4)

9. An indication of whether Section 3507(d), Pub. L. 104–13 applies: Applicable

10. Abstract:—The Nuclear Regulatory Commission is amending 10 CFR Parts 25 and 95 to conform the requirements for the protection of and access to classified information to new national security policy documents. These proposed mandatory requirements are necessary to ensure that classified information in the possession of NRC licensees and others under the NRC's regulatory requirements is protected in accordance with current national policies.

Submit, by September 11, 1996, comments that address the following questions:

1. Is the proposed collection of information necessary for the NRC to properly perform its functions? Does the information have practical utility?

2. Is the burden estimate accurate?

3. Is there a way to enhance the quality, utility, and clarity of the information to be collected?

4. How can the burden of the information collection be minimized, including the use of automated collection techniques or other forms of information technology?

A copy of the submittal may be viewed free of charge at the NRC Public Document Room, 2120 L Street NW. (lower level), Washington, DC. Members of the public who are in the Washington, DC area can access this document via modem on the Public Document Room Bulletin Board (NRC's