

BUDGET SUMMARY—Continued

Applicant		
Total Request (A through H) .....	.....	

Costs in proposed budgets must consist solely of those allowable under reimbursable cost principles found in applicable OMB Circulars. A supporting budget narrative including an explanation of the basis for cost estimates is required. Include any information on funding from other sources if any. (Provider match is not required.)

5. Resumes and/or other descriptions of staff qualifications may be included in an appendix and are not subject to the page limits that are otherwise applicable.

6. Applicants must submit one unbound, original proposal and two copies. Proposals may not be submitted by facsimile.

**B. Selection Process and Criteria**

To ensure fairness to all applicants, the Corporation reserves the right to take remedial action, up to and including disqualification, in the event a proposal fails to comply with the requirements relating to page limits, line spacing, and font size.

The Corporation will assess applications based on the criteria, and respective weights, listed below.

**Quality (35%)**

The Corporation will consider the quality of the proposed activities based on:

(a) Demonstrated understanding of the needs and requirements of national service programs operated by Indian tribes or involving Native Americans, other national service programs, and the role of training assistance in supporting Corporation-funded programs.

(b) Description of proposed T/TA objectives, activities, and expected outcomes.

(c) Degree to which the objectives are addressed through the work plan.

**Organizational and Personnel Capacity (35%)**

The Corporation will consider the organizational capacity of the applicant to deliver the proposed services based on:

(a) Organizational experience in delivering high-quality training and technical assistance, particularly in the area(s) under consideration, and the experience of staff proposed for the project.

(b) Organizational experience in delivering high-quality training and

technical assistance to Indian tribes flexibly, creatively, responsively, and working in partnership with other organizations and individuals.

(c) Background of the organization's leadership and key staff proposed for the project.

(d) Demonstrated ability to manage federal assistance.

(e) Demonstrated ability to provide T/TA services nationwide on a cost-effective basis.

**Evaluation (10%)**

The Corporation will consider how the applicant:

(a) Proposes to assess its services and products delivered under the award.

(b) Plans to use assessments of its services and products to improve subsequent services and products.

**Budget (20%)**

The Corporation will consider the budget based on:

(a) Scope of proposed T/TA activity (i.e., number of persons, programs, and/or Indian tribes proposed T/TA activities are planned to reach);

(b) Cost-effectiveness of the proposed activity; the degree to which the T/TA provider proposes a reasonable estimate of the amount of services the organization will be able to provide given the requested amount of funds and the organization's existing resources.

**Preference of Nation-Wide Capacity**

In addition, the Corporation may select an organization that has demonstrated its ability to provide T/TA on a nation-wide basis over an organization of comparable merit that has not demonstrated this ability.

Dated: August 17, 1998.

**Thomas L. Bryant,**

*Acting General Counsel.*

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BILLING CODE 6050-28-M

**CORPORATION FOR NATIONAL AND COMMUNITY SERVICE**

**Availability of Funds for Provision of Training and Technical Assistance to Sponsors of AmeriCorps Promise Fellows**

**AGENCY:** Corporation for National and Community Service.

**ACTION:** Notice of availability of funds.

**SUMMARY:** The Corporation for National and Community Service (hereinafter the "Corporation") announces the availability of approximately \$200,000 to support an organization selected under this Notice to provide training and technical assistance to organizations that sponsor AmeriCorps Promise Fellows. The organization selected will—on a national level—develop in the Fellows an identity that derives from participation in a common, national endeavor, design and help implement a training program to provide the Fellows with the skills required to fulfill their mission, and facilitate the exchange of information among Fellows, sponsoring organizations, and others involved in the AmeriCorps Promise Fellows initiative.

**DATES:** All proposals must be submitted by September 30, 1998. The Corporation anticipates making an award under this announcement no later than November 1, 1998. The project period is negotiable, but will end no later than December 31, 1999.

**ADDRESSES:** Proposals must be submitted to the Corporation at the following address: Corporation for National and Community Service, Attn: Gary Kowalczyk, 1201 New York Avenue NW., Washington, DC 20525.

**FOR FURTHER INFORMATION CONTACT:** For further information, contact the Corporation for National and Community Service, Dana Rodgers, at (202) 606-5000, ext. 211, or T.D.D. at (202) 565-2799. This notice may be requested in alternative format for visually impaired persons.

**SUPPLEMENTARY INFORMATION:**

**The Corporation for National and Community Service**

The Corporation is a federal government corporation that encourages Americans of all ages and backgrounds to engage in national and community service. This service addresses the nation's educational, public safety, environmental and other human needs to achieve direct and demonstrable results. In doing so, the Corporation fosters civic responsibility, strengthens the ties that bind us together as a people, and provides educational opportunity for those who make a

substantial contribution to service. For more information about the Corporation and the activities it supports, go to <http://www.nationalservice.org>.

Section 198 of the National and Community Service Act of 1990, as amended, 42 U.S.C. 12653, authorizes the Corporation to provide, directly or through contracts or cooperative agreements, training and technical assistance in support of activities under the national service laws.

Through this notice, the Corporation invites proposals from eligible applicants to provide training, technical assistance and other support to sponsors of AmeriCorps Promise Fellows. The Corporation anticipates making a single award for this purpose.

Public agencies, non-profit organizations (i.e., youth-serving groups, community-based organizations, and service organizations), institutions of higher education, Indian tribes, and for-profit companies, including those that operate Corporation-supported programs, are eligible to apply. Submissions from organizations that can document an ability to provide T/TA on a nationwide basis will be accorded a preference in the selection process. Based on past T/TA competitions and the Corporation's estimate of the number of potential applicants, the Corporation expects that fewer than ten applications will be submitted.

### Background

Last year in Philadelphia, President Clinton, former Presidents Bush, Carter, and Ford, Mrs. Nancy Reagan, and General Colin Powell, with the endorsement of many governors, mayors, and leaders of the independent sector, declared: "We have a special obligation to America's children to see that all young Americans have:

- Caring adults in their lives, as parents, mentors, tutors, coaches;
- Safe places with structured activities in which to learn and grow;
- A healthy start and healthy future;
- An effective education that equips them with marketable skills; and
- An opportunity to give back to their communities through their own service.

For more information about the five goals of the President's Summit for America's Future, go to <http://www.americaspromise.org>.

As a major partner in this effort, the Corporation for National Service devotes a substantial part of its activities to help meet these goals, including the work of AmeriCorps, Learn and Serve America, and the National Senior Service Corps. AmeriCorps Promise Fellows will provide States and local communities with additional and

unique support to help carry out their plans to provide America's children with these five fundamental resources.

The Corporation for National Service will use approximately \$5 million to award up to 100 grants to support AmeriCorps Promise Fellows dedicated to achieving the five goals for children set at the President's Summit. These grants, in the aggregate, are expected to support between 500 and 750 Fellowships. Fellows will spend one year serving with organizations that are committed to helping to meet one or more of the given goals of the President's Summit. In addition, each Fellow completing service will receive the \$4,725 AmeriCorps education award.

### Relationship to AmeriCorps Promise Fellows and Other Groups

This Notice seeks a provider to work with sponsors of AmeriCorps Promise Fellows throughout the country. Sponsors may include State Commissions, national non-profit organizations, Indian tribes and U.S. Territories. Fellows will serve with host organizations directly engaged in achieving the five goals identified at the Presidents' Summit. For purposes of this Notice, the term "sponsor" includes both sponsoring and host organizations. Sponsors will ensure that Fellows work in coordination with America's Promise: The Alliance for Youth, an organization established to follow through on the commitments made at the Presidents' Summit. For more information about the AmeriCorps Promise Fellows, see the notice announcing the availability of funds published at 63FR 38811 (July 20, 1998) or go to <http://www/nationalservice.org>.

The provider will need to coordinate at the national level with America's Promise as well as the Corporation. It will also be required to work in a complementary role with the State Commissions and other sponsors.

### Training and Technical Assistance Activities

Within the framework of relationships described above, the Corporation expects the provider selected under this Notice to engage in the following:

(1) *Developing a National Program Identity:* Fellows need to see themselves, and be seen by others, as part of a unique effort that is grounded in their identity as AmeriCorps members, but expands on that awareness to identify with their special mission to support implementation at the community level of the five fundamental resources for youth identified at the Presidents' Summit and

carried forward by America's Promise at the community and state levels.

The provider will support this through a variety of ways, which for illustrative purposes may include:

Facilitating communication and general program awareness among Fellows, through newsletters and other periodic communications to Fellows and the organizations where they serve, an Internet listserv or other means of communication among Fellows and sponsor and host organization staff, and periodic contact through phone calls, mass mailings and training conferences.

Developing and disseminating materials concerning AmeriCorps Promise Fellows on a national basis.

Designing and developing items that provide a unique identity to the Fellows, such as caps, T-shirts and other clothing, program logos, etc. in coordination with the Corporation and America's Promise.

(2) *Training Support for AmeriCorps Promise Fellows.* The provider will take the lead in designing and delivering a training program to provide Fellows with the knowledge and skills needed to successfully implement the initiative. This may include:

- Designing and developing training curricula and materials, focusing on overall program objectives and identity, special skills such as community outreach, networking, resource mobilization, community volunteer recruitment, and training and coordination.

- Conducting, in collaboration with the Corporation, America's Promise, and sponsors, an initial national pre-service orientation for the Fellows, focusing on the terms and conditions of service and the identity and mission of the Fellows. The orientation will likely be a three-day event at a central location, with all 500-750 Fellows participating. The provider will participate in design of the orientation, facilitate and present selected topics, and provide logistical coordination, including working with the site (hotel, conference center, etc.) as well as with the Corporation, America's Promise and sponsors. The provider will *not* be responsible for the travel and per diem of participants, including Fellows and staff (other than provider staff).

- Providing technical assistance and support on a continuing basis to the Fellows and their sponsors.

(3) *Program Coordination:* The provider will support the implementation of the AmeriCorps Promise Fellows initiative by:

- Facilitating information exchange through regular communications with and between the Corporation, America's

Promise, and sponsors, including design and implementation of a management information system, periodic oral, electronic and written reports and other communications about the status of the Fellowship initiative.

- Identifying issues and challenges requiring action by the Corporation or sponsors.

(4) *Self Evaluation*: The provider will implement a program of continuous improvement, including periodic self-assessments and follow-up to ensure that issues identified in the assessments are addressed. The provider will share these self-assessments with the Corporation.

### Contents of the Proposal

Eligible parties must submit a proposal that contains the following information:

1. A cover page listing: name, address, phone number, fax number, e-mail address and World Wide Web site (if available) of the applicant organization and contact person; a brief summary of the proposed program; and the total funding requested (not to exceed \$200,000).

2. Narrative of no more than 10 double-spaced, single sided, typed pages in no smaller than 12 point font describing:

- A detailed work plan for accomplishing the tasks described in the
- Training and Technical Assistance portion of this Notice.
- The applicant's plan for regularly evaluating its performance and reporting the findings and proposed improvements to the Corporation.

3. A narrative of no more than four double-spaced, single sided, typed pages in no smaller than 12-point font describing the organization's capacity to provide training, technical assistance, and other requested assistance nationwide, including descriptions of recent work similar to that being proposed, references that can be contacted relative to that work, organizational structure and staff members proposed for participation in this program, including their strengths and backgrounds (resumes of proposed staff members may be included as an attachment and are not counted toward the page limits.)

4. A detailed budget, including the allocation of person-hours by task, an estimate of travel and other direct costs by task as appropriate. Costs in the proposed budget must consist solely of costs allowable under applicable OMB Circulars. A supporting budget narrative including an explanation of the basis for cost estimates is required.

### Selection Process and Criteria

The Corporation anticipates supporting a single cooperative agreement under this Notice, with the exact amount depending on the proposal. In making a selection, the Corporation will evaluate applications based on the criteria listed below:

#### (1) Quality (35%)

The Corporation will consider the quality of the proposed activities based on:

(a) Demonstrated understanding of the needs of the AmeriCorps Promise Fellows initiative and the role of training and technical assistance in supporting the initiative.

(b) Degree to which the work plan demonstrates how the provider will carry out the Training and Technical Assistance activities.

#### (2) Organizational and Personnel Capacity (35%)

The Corporation will consider the organizational capacity of the applicant to deliver the proposed services based on:

(a) Organizational experience in delivering high-quality training and technical assistance, particularly in the areas under consideration.

(b) Organizational experience in delivering high-quality training and technical assistance flexibly, creatively, responsively, and working in partnership with other organizations and individuals.

(c) Background of the organization's leadership and staff/consultants proposed for the project.

(d) Demonstrated ability to manage a federal grant or apply sound fiscal management principles to grants and cost accounting.

(e) Demonstrated ability to provide T/TA services nationwide on a cost-effective basis.

#### Evaluation (10%)

The Corporation will consider how the applicant proposes to:

(a) Assess its services and products delivered under the award.

(b) Use the self-assessments to modify and improve subsequent services and performance.

#### Budget (20%)

The Corporation will consider the budget based on:

(a) Scope of the proposed activity (i.e., number of Fellows, sponsors, and host organizations the proposed activities are expected to reach).

(b) Cost-effectiveness of the proposed activity; the degree to which the provider proposes a reasonable estimate

of the amount of services the organization will be able to provide based on the requested amount of funds and the organization's existing resources.

#### Preference for Nation-Wide Capacity

In addition, the Corporation may select an organization that has demonstrated its capacity to provide T/TA on a nation-wide basis over an organization of comparable merit that has not demonstrated this ability.

Dated: August 17, 1998.

**Thomas L. Bryant,**

*Acting General Counsel.*

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## DEPARTMENT OF DEFENSE

### Office of the Secretary

#### Proposed Collection; Comment Request

**AGENCY:** Office of the Assistant Secretary of Defense for Health Affairs.

**ACTION:** Notice.

**SUMMARY:** In accordance with Section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995, the Office of the Assistant Secretary of Defense for Health Affairs announces the proposed extension of a public information collection and seeks public comment on the provisions thereof. Comments are invited on: (a) whether the proposed extension of collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the information collection; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the information collection on respondents, including through the use of automated collection techniques or other forms of information technology.

**DATES:** Consideration will be given to all comments received October 20, 1998.

**ADDRESSES:** Written comments and recommendations on the information collection should be sent to Office of the Assistant Secretary of Defense (Health Affairs) TRICARE Management Activity, Skyline Five, Suite 810, 5111 Leesburg Pike, Falls Church, Virginia 22041-3206.

**FOR FURTHER INFORMATION CONTACT:** To request more information on this proposed information collection, please write to the above address or call Anne