

and timely information on the National Medicare Education Program to Medicare beneficiaries. The Alliance Network was "designed as a proactive alliance that helps each member organization improve program outcomes." Comprehensive information for partners involved in helping Medicare beneficiaries with their health care decisions is available on the medicare.gov/nmep web site. We need to receive quick feedback from our partners about the usefulness of the site to ensure that we are meeting their needs. Given that we are in the middle of the National Medicare Education campaign, without an expedited clearance, we would be unable to make changes to the medicare.gov/nmep web site based on feedback from Alliance members and other consumers and to conduct an ongoing review.

The purpose of this submission is to request approval to collect information from Internet users as they exit from the web site medicare.gov/nmep which is provided by the Health Care Financing Administration. It is critical to obtain feedback from users of this web site so that the agency can continually revise the site to respond to the needs of the partners and Medicare beneficiaries. As part of the effort to determine how the web site can serve the partners best, we request approval from OMB of "bounceback" form. Internet users will fill out a bounceback form after visiting the web site. The results of the form will be compiled and studied so that future revisions to the web site are guided by the needs and preferences of the people who use the web sites.

HCFA is requesting OMB review and approval of this collection by July 7, 1999, with a 180-day approval period. Written comments and recommendations will be accepted from the public if received by the individual designated below, by July 6, 1999.

During this 180-period, HCFA will pursue OMB clearance of this collection as stipulated by 5 CFR 1320.

**Type of Information Collection**

**Request:** New Collection;

**Title of Information Collection:** Collection of Assessment Information on the HCFA website: [www.medicare.gov/nmep](http://www.medicare.gov/nmep);

**Form Nos.:** HCFA-R-0286;

**Use:** The purpose of the bounceback forms is to provide feedback to HCFA. The information collected through the bounceback form will be used in conjunction with other information collected about the web sites through focus groups and interviews with members of the Alliance Network. The combined information will guide future improvements to the web sites. There is

no plan to disseminate the information, other than through public health, medical, or other professional journals, in which we may report the results.

**Frequency:** Users will have the opportunity to complete the bounceback form whenever they exit the web site.

**Affected Public:** Individuals or households, business or other for profit, and not for profit institutions;

**Number of Respondents:** 49,300;

**Total Annual Responses:** 49,300;

**Total Annual Hours:** 5,752;

To obtain copies of the supporting statement and any related forms for the proposed paperwork collections referenced above, access HCFA's Web Site address at <http://www.hcfa.gov/regs/prdact95.htm>, or E-mail your request, including your address, phone number, OMB number, and HCFA document identifier, to Paperwork@hcfa.gov, or call the Reports Clearance Office on (410) 786-1326.

Interested persons are invited to send comments regarding the burden or any other aspect of these collections of information requirements. However, as noted above, comments on these information collection and record keeping requirements must be mailed and/or faxed to the designee referenced below by July 6, 1999:

Health Care Financing Administration, Office of Information Services, Security and Standards Group, Division of HCFA Enterprise Standards, Room N2-14-26, 7500 Security Boulevard, Baltimore, MD 21244-1850. Fax Number: (410) 786-0262 Attn: Louis Blank HCFA-R-0286

and,

Office of Information and Regulatory Affairs, Office of Management and Budget, Room 10235, New Executive Office Building, Washington, DC 20503, Fax Number: (202) 395-6974 or (202) 395-5167 Attn: Allison Herron Eydt, HCFA Desk Officer.

Dated: June 17, 1999.

**John Parmigiani,**

*HCFA Reports Clearance Officer, HCFA, Office of Information Services, Security and Standards Group, Division of HCFA Enterprise Standards.*

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**BILLING CODE 4120-03-P**

## DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

### Administration for Children and Families (ACF)

#### Program Announcement CFDA #93.576: Refugee Resettlement Program; Community and Family Strengthening

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

**ACTION:** Notice of Availability of FY 1999 discretionary social service funds for refugee<sup>1</sup> community and family strengthening and integration.

**SUMMARY:** The Office of Refugee Resettlement invites eligible entities to submit competitive grant applications for community and family strengthening and integration services. Applications will be screened and evaluated based on criteria as indicated in this program announcement and the availability of funds.

**CLOSING DATE:** For submission of applications is July 27, 1999. For more application information, see Part IV of this announcement.

**ANNOUNCEMENT AVAILABILITY:** This announcement is published on the ORR website at: <http://www.acf.dhhs.gov/programs/orr/>.

**FOR FURTHER INFORMATION CONTACT:** Anna Mary Portz, Program Manager, ACF/ORR Division of Community Resettlement, 370 L'Enfant Promenade, SW, 6th Floor, Washington, DC 20447 telephone (202) 401-1196, or e-mail: [aportz@acf.dhhs.gov](mailto:aportz@acf.dhhs.gov).

**SUPPLEMENTARY INFORMATION:** This announcement consists of four parts: Part I. Background—Legislative Authority, Funding Availability, Purpose and Objectives; Part II. Project and Applicant Eligibility—Eligible Applicants, Project Period; Part III. The Review Process—Intergovernmental Review, Initial ACF Screening, Competitive Review, Review Criteria;

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

and, Part IV. The Application—Application Development, Guidelines for Preparing a Project Description, Application Submission, Regulations and Reporting.

Public reporting burden for this collection of information is estimated to average four hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. The following information collections are included in the program announcement: OMB Approval No. 0970-0139, ACF UNIFORM PROJECT DESCRIPTION (UPD), which expires 10/31/2000, and OMB Approval No. 0970-0036, ORR Quarterly Performance Report (QPR). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

## Part I. Background

### *Legislative Authority:*

Section 412(c)(1)(A) of the Immigration and Nationality Act, 8 U.S.C. 1522, authorizes the Director of ORR "to make grants to, and enter into contracts with, public or private nonprofit agencies for projects specifically designed—\* \* \*(iii) to provide where specific needs have been shown and recognized by the Director, \* \* \* social services, educational and other services." Projects funded through ORR discretionary programs are not restricted to serving refugees who have arrived within the last five years.

### *Funding Availability*

ORR expects to award \$3 million in FY 1999 discretionary social service funds through approximately 15 grants ranging in amounts from \$150,000 to \$350,000.

The Director may award more or less than the funds described in the announcement. Applicants may be required to reduce the scope of selected projects based on the amount of the approved grant award.

### *Purpose and Objectives*

This program announcement governs the availability of and award procedures for the FY 1999 Community and Family Strengthening and Integration (CFSI) Program and provides an opportunity for States and nonprofit organizations to request funding for activities which supplement and complement employment-related services by strengthening refugee families and communities and by enhancing their integration into mainstream society.

### *Cultural and Linguistic Compatibility*

In all cases, regardless of the nature of the organization proposed to provide services or conduct activities funded under this announcement, the services/activities should be conducted by staff linguistically and culturally compatible with the refugee families or communities to be served. In addition, the applicant must describe how proposed providers will have access to the families and to the community to be served.

Project planners must consult with representatives of the target population. For example, a project designed to assist refugee single mothers needs to be designed in consultation with them.

Furthermore, if interpreters are proposed in the first budget period, applicants must demonstrate how these staff will be used in subsequent years of the project, and whether they will be trained to assume an integral role in the project, such as to become service providers.

Applicants and all private partners should provide evidence that their governing bodies, boards of directors, or advisory bodies are representative of the refugee communities being served, and have both male and female representation.

### *Cost-sharing*

This announcement is intended to encourage service planners and providers to address the various unmet needs of refugee families and communities relative to existing services, the capacity of the service-providing network, and ultimately the community's capacity to continue the activity without additional ORR resources beyond the three-year project period of this announcement. Long-range viability may depend on: Linkages to activities funded by other sources, the availability of expertise in the community, the likelihood of tangible results, the relatedness of proposed activities to existing activities, and the willingness of the community to participate actively in assuring the success of the project including volunteer commitment.

Because funding under this program announcement is limited, applicants are urged to plan for the use of these funds together with other Federal, State, and private funds available to assist the target populations and to carry out similar programs and activities. To this end, successful applicants will propose and commit to a minimum cost-sharing (cash or in-kind) of ten percent of the initial budget period (first year) costs. In subsequent continuation applications,

the grantee will be asked to document receipt of non-ORR funds from other sources. The requirement will be not less than 25 percent of the full budget for the second year award and not less than 40 percent for the third year. For example, if the original budget is \$150,000, the federal share for that year may be \$135,000 (90%). In the second year, the federal award might be \$112,500, and the grantee would be required to provide, at a minimum, cost-sharing of \$37,500, or 25 percent of the full budget, in cash or in-kind support. Only in unusual circumstances will the Director of ORR entertain a request from the grantee to reduce or waive the cost-sharing requirement.

### *Allowable Activities*

ORR will consider applications for services which an applicant justifies, based on an analysis of service needs and available resources to address the social and economic problems and integration needs of refugee families and of the refugee community. It should be clear what is the goal or expected outcome of the activity, how it responds to the particular needs of families in that community or to a broader need of the community of families, who is committed to do what in order to accomplish this goal, and how the proposed activity fits into the existing network of services.

The specific services proposed may be as diverse as the refugee populations and the resettlement communities themselves. Proposed activities and services should be planned in conjunction with existing service providers and should supplement and complement their services. Special attention should be placed on enhancing refugee access to services available to all citizens, such as those for the elderly, youth or special needs populations.

Some examples of allowable activities:

### *Integration Into U.S. Communities*

Activities designed to inform the refugee community about issues essential to effective participation in the new society.

Assistance to parents in connecting with the school system and other local community organizations.

Continuing education programs for U.S.-recognized recertification or skill-building.

Classes in parenting skills, including information about U.S. cultural and legal issues, e.g., corporal punishment, generational conflict, and child abuse.

Providing immigration-related services, e.g., adjustment of status,

family reunification, and naturalization, through Board of Immigration Appeals (BIA) accredited agencies.

Facilitating assimilation of refugee groups through skill-building workshops or technical assistance services.

Information and community involvement that will ensure that refugees are accurately counted in the Year 2000 Census.

#### *Mentoring Programs and Peer Support*

Pairing participant individuals or families with community volunteers. Programs should target refugees who are past the initial resettlement phase, and mentoring should target needs they identify.

Assisting subgroups to form a common bond for resolution of peer-specific problems. The purposes are to solve individual, family, and community problems with the support of peers and to solve common problems through group action.

Promoting pride and self-confidence in personal identity.

#### *Specialized English Language Training*

Specialized classes for groups outside the regular classes, e.g., homebound women, or elderly. Use of volunteers is encouraged. Accessibility of site and time is important.

#### *Combating Violence in Families*

Information and training against domestic violence, child abuse, sexual harassment and coercion, roles of men and women in U.S. culture, and techniques for protection.

Linkages to mainstream service providers to ensure access to culturally appropriate services.

Training and/or bilingual staff for women's shelters.

#### *Crime Prevention/Victimization*

Activities designed to improve relations between refugees and the law enforcement communities: (a) Public service officers or community liaisons; (b) neighborhood storefronts and/or watch programs; (c) gang prevention programs; (d) cross cultural training for the law enforcement community (police departments, court system, mediation or dispute management centers).

**Note:** Law enforcement activities, such as hiring sworn police officers (except those who are public service officers or community liaison officers), fingerprinting, incarceration, etc., are outside the scope of allowable services under the Refugee Act and will not be considered for funding. Other unallowable activities are those limited to, or principally focused on, parole counseling, court advocacy, and child protection services.

#### *Refugee Community Centers and Organizing*

Operating community centers for the delivery of services to refugee individuals and families. Centers may also be used for recreation, information and referral services, childcare, community gatherings, and documentation and analysis of refugee success stories and best practices in successful integration. (Costs related to construction or renovation will not be considered, and costs for food or beverages are not allowable).

Communities may be organized for housing or consumer cooperatives, for youth activities, for services to elderly refugees, for volunteer mentoring services, and for crime prevention.

The above are only examples of services. They are not intended to limit potential applicants in community planning. They are listed and generically described without regard to the population to be served. It will be necessary in the application to describe more specifically the target population. For example, one activity might appropriately be designed to serve only homebound women. Another might be designed for teenagers and their parents; another for elderly. Some might be targeted for all members of the family. Applications should correlate a planned activity with specific target audiences and discuss the relationship between the proposed activities and the target population.

#### *Non-Allowable Activities*

Funds will not be awarded to applicants who propose to engage in activities which are designed primarily to promote the preservation of cultural heritage or which have an international or political objective. ORR encourages refugee community efforts to preserve cultural heritage, but believes communities should support these activities with alternative funding.

#### **Part II. Project and Applicant Eligibility**

##### *Eligible Applicants*

Public and private nonprofit organizations, including current CFS grantees whose projects end on September 30, 1999, are eligible to apply for ORR grants.

Any nonprofit organization submitting an application must submit proof of its nonprofit status in its application at the time of submission. The nonprofit agency can accomplish this by providing a copy of the applicant's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in Section 501(c)(3) of the IRS code or by

providing a copy of the currently valid IRS tax exemption certificate, or by providing a copy of the articles of incorporation bearing the seal of the State in which the corporation or association is domiciled.

#### *Coalitions*

Refugee programs and local organizations, which have not already done so, are encouraged to build coalitions for the purpose of providing services funded under this announcement. The activities funded by these grants are intended to serve as a catalyst to bring the community together to address the economic and social problems of refugee families and the refugee community. The goal in all cases should be to build and strengthen the community's capacity to serve its members in improving the quality of life and standard of living for refugee families.

ORR strongly encourages single applications from partnerships or consortia of three or more eligible organizations. Applicants must demonstrate that wherever potential partners for collaboration exist, the applicant, at a minimum, has planned the proposed activities in collaboration with these potential partners. Partners may be in the refugee services provider community of organizations and institutions, or in mainstream services organizations, e.g., adult basic education providers, child care coalitions, or women's shelters. Collaboration may also include the Mayor's office, school parent-teacher groups, local police departments, and other mainstream community service organizations. All applicants should demonstrate existing refugee community support for their agency and their proposed project. If the applicant is located in an area where no other organizations work with refugees, and a coalition with other organizations is not possible, the applicant should demonstrate how the proposed services will be effectively provided by a single agency.

The process of coalition-building is key to strengthening cooperation and coordination among the local service providers, community leaders, Mutual Assistance Associations, voluntary agencies, churches, and other public and private organizations involved in refugee resettlement or community service. ORR intends that this process will be part of local efforts to build strategic partnerships among these groups to expand their capacity to serve the social and economic needs of refugees and to give support and direction to ethnic communities facing problems in economic independence

and social adjustment. In this context, ORR is defining partnership as a formal negotiated arrangement among organizations that provides for a substantive collaborative role for each of the partners in the planning and conduct of the project. Applications which represent a coalition of providers should include a signed partnership agreement stating a commitment or an intent to commit or receive resources from the prospective partner(s) contingent upon receipt of ORR funds. The agreement should state how the partnership arrangement relates to the objectives of the project. The applicant should also include: Supporting documentation identifying the resources, experience, and expertise of the partner(s); evidence that the partner(s) has been involved in the planning of the project; and a discussion of the role of the partner(s) in the implementation and conduct of the project.

#### *Project Period*

This announcement invites applications for project periods up to three years. Awards, on a competitive basis, will be for a one-year budget period, although project periods may be for three years. Applications for subsequent year continuation grants funded under these awards will be entertained on a noncompetitive basis, subject to: availability of funds, satisfactory progress of the grantee, and a determination that continued funding would be in the best interest of the Government.

### **Part III: The Review Process**

#### *Intergovernmental Review*

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

**Note:** State/territory participation in the intergovernmental review process does not signify applicant eligibility for financial assistance under A program. A potential applicant must meet the eligibility requirements of the program for which it is applying prior to submitting an application to its single point of contact (SPOC), if applicable, or to ACF.

As of November 20, 1998, the following jurisdictions have elected not to participate in the Executive Order process. Applicants from these

jurisdictions or for projects administered by federally-recognized Indian Tribes need take no action in regard to E.O. 12372: Alabama, Alaska, American Samoa, Colorado, Connecticut, Kansas, Hawaii, Idaho, Louisiana, Massachusetts, Minnesota, Montana, Nebraska, New Jersey, Ohio, Oklahoma, Oregon, Palau, Pennsylvania, South Dakota, Tennessee, Vermont, Virginia, and Washington.

Although the jurisdictions listed above no longer participate in the process, entities which have met the eligibility criteria of the program may still apply for a grant even if a State, Territory, Commonwealth, etc. does not have a SPOC. All remaining jurisdictions participate in the Executive Order process and have established SPOCs. Applicants from participating jurisdictions should contact their SPOCs as soon as possible to alert them of the prospective applications and receive instructions. Applicants must submit any required material to the SPOCs as soon as possible so that the program office can obtain and review SPOC comments as part of the award process. The applicant must submit all required materials, if any, to the SPOC and indicate the date of this submittal (or the date of contact if no submittal is required) on the Standard Form 424, item 16a. Under 45 CFR 100.8(a)(2), a SPOC has 60 days from the application deadline to comment on proposed new or competing continuation awards.

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

When comments are submitted directly to ACF, they should be addressed to: Department of Health and Human Services, Administration for Children and Families, ORR Grants Officer, 370 L'Enfant Promenade, SW, Sixth Floor East, Washington, DC 20447. A list of the Single Points of Contact for each State and Territory is included with this program announcement.

#### *Initial ACF Screening*

Each application submitted under this program announcement will undergo a pre-review to determine that (1) the application was received by the closing date and submitted in accordance with the instructions in this announcement and (2) the applicant is eligible for funding.

#### *Competitive Review and Review Criteria*

Applications which pass the initial ACF screening will be evaluated and rated by an independent review panel.

The review criteria are closely related and are considered as a whole in judging the overall quality of an application. Points are awarded only to applications which are responsive to the criteria within the context of this program announcement. Applicants are encouraged to organize their narrative accordingly. Proposed projects will be reviewed based on the following criteria.

#### **1. Objectives and Need for Assistance (25 points)**

Profile of refugee community and target population by geographic area or ethnic group of the refugee community to be served, including numbers, ethnicity, welfare utilization pattern, number of refugee families in the community, family characteristics, and an assessment of attitudes of the refugees and the general community toward each other. Clarity of description and soundness of rationale for selection of targeted community or population.

Adequacy and quality of data provided and quality of the analysis of data provided in the application with special regard to ethnic group, refugee families, women, or youth. Clarity and comprehensiveness of needs identification and problem statement and of the description of the local context in which grant activities are proposed. Comprehensiveness of description of existing services and community network and explanation of how the proposed services complement what is already in place. Evidence of consultation with target population.

#### **2. Approach and Results Expected (30 points)**

Soundness of strategy and program design for meeting identified needs. Identification of projected performance outcomes and proposed milestones measuring progress, as appropriate to the services proposed by the end of the first budget period and over the entire requested project period. (ORR encourages applicants, to the extent possible, to develop innovative quantifiable measures related to the desired service impact for purposes of monitoring and project assessment.)

The tangibility of the outcomes proposed and the potential for achieving the outcomes within the grant's project period. The potential of the project to have a positive impact on the quality of the lives of refugee families and communities (1) by improving refugees'

abilities: To access services, to provide mutual assistance, and to demand or create services where they are not already available; and (2) by instituting changes among service providers to make them more accessible to refugees.

Adequate detail in the description of linkages with other providers and roles of collaborating agencies in project implementation.

Extent to which the need described is expected to be met and to which the services will be augmented, supplemented, or integrated with existing services.

#### 3. Applicant/Coalition Capability (25 points)

Validity and reasonableness of the proposed coalition arrangement to perform the proposed activities. Commitment of coalition partners in implementing the activities as demonstrated by letters or the terms of the signed agreement among participants. (Where potential coalition partners are documented to be unavailable, the applicant will not be penalized under this criteria. However, the applicant should describe any consultation efforts undertaken and consultation with the refugee community.)

Experience of the applicant coalition in performing the proposed services. Adequacy of gender balance and constituent representatives of board members of participant organizations or of the proposed project's advisory board. Adequacy of assurance that proposed services will be delivered by staff linguistically and culturally appropriate to the target population.

Qualifications of the individual organization staff and any volunteers. Detailed description of the administrative and management features of the project including a plan for fiscal and programmatic management of each activity, proposed start-up times, ongoing timelines, major milestones or benchmarks, a component/project organization chart, and a staffing chart. A description of information collection (participant and outcome data) and monitoring proposed.

#### 4. Budget And Financial Management (20 points)

Reasonableness of budget and narrative justification in relation to the proposed activities and anticipated results.

Adequacy of proposed monitoring and information collection. Realistic plan for the continuation of services with a phase-out of ORR grant funding over the multi-year project period. Extent to which the application makes

provision for cost-sharing (i.e. leveraging ORR funds with non-Federal funds or in-kind support) to maintain the full budget during the overall project. If available, the value of such leveraged funds or in-kind support and any preliminary commitments.

The extent to which the award is projected to be augmented or supplemented by other funding during and beyond (i.e. in the second and any subsequent year of) the grant period, or can be integrated into other existing service systems.

### Part IV. The Application

#### *Application Development*

In order to be considered for a grant under this program announcement, an original application and two copies must be submitted on the Standard Form 424 and in the manner prescribed by ACF. Applicants are encouraged to limit project descriptions to 15 pages (typewritten, double-spaced on standard, letter-size paper) *plus no more than 20 pages of appended material*. These limitations should be considered as a *maximum*, and not necessarily a goal to be achieved. Applicants are advised to use standard (12 point) font size for the application narrative. Standard Federal application forms and instructions are available from the contact named in the preamble of this announcement.

#### *Guidelines for Preparing a Project Description*

The project description provides a major means by which an application is evaluated and ranked to compete with other applications for available assistance. The project description should be concise and complete and should address the activity for which Federal funds are being requested. Supporting documents should be included where they can present information clearly and succinctly.

Applicants are encouraged to provide information on their organizational structure, staff, related experience, and other information considered to be relevant. Awarding offices use this and other information to determine whether the applicant has the capability and resources necessary to carry out the proposed project. It is important, therefore, that this information be included in the application. However, in the narrative the applicant must distinguish between resources directly related to the proposed project from those that will not be used in support of the specific project for which funds are requested.

### General Instructions

Cross-referencing should be used rather than repetition. ACF is particularly interested in specific factual information and statements of measurable goals in quantitative terms. Project descriptions are evaluated on the basis of substance, not length. Extensive exhibits are not required. (Supporting information concerning activities that will not be directly funded by the grant or information that does not directly pertain to an integral part of the grant-funded activity should be placed in an appendix.) Pages should be numbered and a table of contents should be included for easy reference.

#### Budget and Budget Justification

Provide line item detail and detailed calculations for each budget object class identified on the Budget Information form. Detailed calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. The detailed budget must also include a breakout by the funding sources identified in Block 15 of the SF-424.

Provide a narrative budget justification that describes how the categorical costs are derived. Discuss the necessity, reasonableness, and allocability of the proposed costs. Program income from activities funded under this program may be added to the funds committed to the project (if any income is expected to be generated from this project).

#### Non-competing Continuations

For subsequent budget periods within the three-year project period, a full project description will not be required unless requested in writing by the Director of ORR, an ACF Program Official.

#### Supplemental Applications

For a supplemental assistance request, explain the reason for the request and justify the need for additional funding. Provide a budget and budget justification *only* for those costs for which additional funds are requested.

#### *Application Submission*

1. Mailed applications shall be considered as meeting an announced deadline if they are either received on or before the deadline date or sent on or before the deadline date and received by ACF in time for the independent review to: DHHS, ACF, Office of Refugee Resettlement, Attention: Shirley B. Parker, ORR Grants Officer, 370 L'Enfant Promenade, SW, Sixth Floor, Washington, DC 20447.

Applicants must ensure that a legibly dated U.S. Postal Service postmark or a legibly dated, machine-produced postmark of a commercial mail service is affixed to the envelope/package containing the application(s). To be acceptable as proof of timely mailing, a postmark from a commercial mail service must include the logo/emblem of the commercial mail service company and must reflect the date the package was received by the commercial mail service company from the applicant. Private metered postmarks shall not be acceptable as proof of timely mailing. (Applicants are cautioned that express/overnight mail services do not always reflect the date of mailing on the package or deliver as agreed.)

Applications hand-carried by applicants, couriers, or by other representatives of the applicant shall be considered as meeting an announced deadline if they are received on or before the deadline date, between the hours of 8:00 a.m. and 4:30 p.m., EST, at the Department of Health and Human Services, Administration for Children and Families, Office of Refugee Resettlement, ACF Mailroom, 2nd Floor (near loading dock), Aerospace Center, 901 D Street, SW., Washington, DC 20024, between Monday and Friday (excluding Federal holidays). The address must appear on the envelope/package containing the application with the note "Attention: Shirley B. Parker, ORR Grants Officer."

ACF cannot accommodate transmission of applications by fax or through other electronic media. Therefore, applications transmitted to ACF electronically will not be accepted regardless of date or time of submission and time of receipt.

2. Late applications. Applications which do not meet the criteria above are considered late applications. ACF shall notify each late applicant that its application will not be considered in the current competition.

3. Extension of deadlines. ACF may extend an application deadline when circumstances such as acts of God (floods, hurricanes, etc.) occur, or when there is widespread disruption of the mail service, or in other rare cases. Determinations to extend or waive deadline requirements rest with ACF's Chief Grants Management Officer.

#### *Regulations and Reporting*

Applicable HHS regulations can be found in 45 CFR Parts 74 and 92.

Grantees under this program announcement will be required to provide semi-annual program performance reports on the ORR Quarterly Performance Report (QPR—

OMB Approval No. 0970-0036) including appropriate reports on Schedule C. Grantees will submit semi-annual financial reports using the Financial Status Report form (SF-269). A Final Financial and Program Report shall be due 90 days after the end of the Grant Project Period (i.e. only after the final budget period).

Dated: June 22, 1999.

**Lavinia Limon,**

*Director, Office of Refugee Resettlement.*

[FR Doc. 99-16281 Filed 6-25-99; 8:45 am]

**BILLING CODE 4184-01-P**

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Office of Refugee Settlement

#### Administration for Children and Families (ACF); Community Service Employment Opportunities

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

**ACTION:** Notice of Availability of FY 1999 discretionary funds to provide Community Service Employment opportunities for refugees<sup>1</sup> who have experienced long-term difficulties with assimilation.

**SUMMARY:** This program announcement governs the availability of social services funds and award procedures for \$3 million in FY 1999 discretionary grants to provide community service employment opportunities for refugees who have experienced long-term difficulties with assimilation. These grants, which will be awarded on a competitive basis, are for localities with large concentrations of refugees who have experienced difficulty integrating socially and economically into local communities. Eligible grantees are private, non-profit organizations and agencies of State government that are responsible for the refugee program under 45 CFR 400.5. Applications may

<sup>1</sup> In addition to persons who meet all requirements of 45 CFR 400.43, "Requirements for documentation of refugee status," eligibility for targeted assistance includes: (1) Cuban and Haitian entrants, under section 501 of the Refugee Education Assistance Act of 1980 (Pub. L. 96-422); (2) certain Amerasians from Vietnam who are admitted to the U.S. as immigrants under section 584 of the Foreign Operations, Export Financing, and Related Programs appropriations Act, 1988, as included in the FY 1988 Continuing Resolution (Pub. L. 100-202); and (3) certain Amerasians from Vietnam, including U.S. citizens, under title II of the Foreign Operations, Export Financing, and Related Programs Appropriations Acts, 1989 (Pub. L. 100-461), 1990 (Pub. L. 101-167), and 1991 (Pub. L. 101-513). For convenience, the term "refugee" is used in this notice to encompass all such eligible persons unless the specific context indicates otherwise.

include project periods of up to three years, with an initial budget period of one year. Where awards are made for a multiple year project period, continuation grant applications will be entertained in subsequent years on a noncompetitive basis, subject to the availability of funds, successful progress of the project, and ACF/ORR's determination that this would be in the best interest of the government.

**DATES:** The closing date for applications is July 30, 1999.

**ADDRESSES:** Address applications to: Shirley Parker, Grants Officer, Office of Refugee Resettlement, 6th Floor East, Aerospace Building, 370 L'Enfant Promenade, SW, Washington, DC 20447.

**FOR FURTHER INFORMATION CONTACT:** Carolyn Plummer, Program Analyst, Division of Community Resettlement (DCR), ORR, Administration for Children and Families (ACF), Telephone: (202) 401-5449; Fax: (202) 401-5487; E-mail: CPLummer@acf.dhhs.gov).

**SUPPLEMENTARY INFORMATION:** This program announcement consists of four parts:

**Part I: Background**—program purpose, program objectives, legislative authority, funding availability, CFDA number, definition of terms

**Part II: Project and Applicant**  
Eligibility—funding priorities, preferences, eligible applicants, project and budget periods, multiple applications, treatment of program income

**Part III: The Review Process**—intergovernmental review, initial ACF screening, evaluation criteria and competitive review

**Part IV: The Application**—application materials application development, application submission  
Paperwork Reduction Act of 1995 (Pub. L. 104-13): Public reporting burden for this collection of information is estimated to average fourteen hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

The following information collection is included in the program announcement: OMB Approval No. 0970-0139, ACF UNIFORM PROJECT DESCRIPTION (UPD), which expires 10/31/2000. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

### Part I. Background

**Program Purpose and Objectives:** There are communities across this