Currently, the Corporation is soliciting comments concerning the proposed revision of two forms:

- Corporation for National Service Enrollment Form (OMB #3045–0006), and
- Corporation for National Service End of Term/Exit Form (OMB #3045–0015).

Copies of the forms can be obtained by contacting the office listed below in the ADDRESSES section of this notice.

DATES: Written comments must be submitted to the office listed in the ADDRESSES section by June 6, 2000.

ADDRESSES: Send comments to the Corporation for National and Community Service, National Service Trust, Attn: Ms. Natalie Burch, 9th Floor, 1201 New York Avenue, N.W., Washington, D.C., 20525.

FOR FURTHER INFORMATION CONTACT: Natalie Burch, (202) 606–5000, ext. 150.

SUPPLEMENTARY INFORMATION: The Corporation is particularly interested in comments which:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the Corporation, including whether the information will have practical utility;
- Evaluate the accuracy of the agency’s estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Enhance the quality, utility and clarity of the information to be collected; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submissions of responses.

I. Background

The Corporation for National and Community Service supports programs that provide opportunities for individuals who want to become involved in national service. The service opportunities cover a wide range of activities over varying periods of time. Upon successfully completing an agreed-upon term of service in an AmeriCorps program, an AmeriCorps participant receives an “education award”. This education award can be used to make a payment towards a qualified student loan or pay for educational expenses at qualified post-secondary institutions and approved school-to-work opportunities programs.

This award is an amount of money set aside in the AmeriCorps member’s name in the National Service Trust Fund. Members have seven years in which to draw against any unused balance.

The National Service Trust is the office within the Corporation that administers the education award program. This involves:

- Tracking the service for all AmeriCorps members;
- Ensuring that the requirements of the Corporation’s enabling legislation are met, vis-à-vis the education award;
- Processing school and loan payments that the members authorize; and
- Processing payments for the interest that accrues on certain qualified student loans during the member’s service period.

II. Current Action

The Corporation has been using several versions of the two forms contained in this Notice since the AmeriCorps program began in 1994. The Corporation proposes to ask the Office of Management and Budget (OMB) for permission to renew each form in basically the same format as the forms currently in use. The current forms are due to expire on June 30, 2000.

The Corporation’s Enrollment Form serves two purposes essential to the functioning of the AmeriCorps program. It is the means by which programs certify that an individual is eligible to serve in an AmeriCorps program and the date service has begun. Second, it provides the Corporation, Grantees, program managers, and Congress with demographic data on AmeriCorps members.

The Enrollment Form is the beginning-of-service counterpart to the Corporation’s End of Term/Exit Form, which concludes the tracking of members at the end of their term of service.

Submission of the End of Term/Exit form provides legal certification for the disbursement of an education award to an AmeriCorps member. It is the document by which an authorized program official at an AmeriCorps program site indicates whether an AmeriCorps member is eligible for an education award.

Several versions of both forms have been used since the AmeriCorps program began in 1994.

In 1999, the Corporation began using an electronic system to both enroll and exit AmeriCorps members. Many local projects can enter into a database information about their members’ enrollment and completion of service. This data is transferred to the Trust...
periodically where it becomes the official record.

Currently, more than half of the nation’s AmeriCorps programs use this system. The Corporation would like to have all programs use it, since it ultimately speeds up both collecting information and issuing education awards to members who have successfully completed their terms of service. However, many AmeriCorps programs, especially smaller ones, do not have the technological resources to afford the computer hardware and software.

The Corporation does not want to exclude any competent, otherwise qualified organizations from participating as a sponsor, so it is possible that there may always be a small number of organizations that will use forms. A separate discussion of each form follows.

A. Enrollment Form—(OMB #3045–0006)

Currently, AmeriCorps members use a form entitled Corporation for National Service Enrollment Form to enroll national service participants in the AmeriCorps program. The form requests program-related as well as demographic information. The program information includes the participant’s start date, the code number of the program, the expected completion date, and whether the term of service is full or part time. This is the Corporation’s sole source of data for individual members. The demographic information includes background information on the AmeriCorps member (including gender, marital status, education level, and reasons for joining).

The program information is used to:
• Make liability projections for the Trust Fund;
• Verify national service participation when requested by a lender who holds an AmeriCorps member’s student loan (members are eligible to have the repayment of certain student loans postponed if they are participating in national service),
• Plan and monitor programs (review recruiting efforts, identify programs with excessive early termination rates, establish and reconcile program’s budgets)

The demographic information is used for recruiting purposes and to provide the Corporation, program managers, and the Congress with demographic data on AmeriCorps members.

In requesting permission for renewal of this form, the Corporation does not propose making any changes to the version currently in use.

Type of Review: Renewal.

Agency: Corporation for National and Community Service.
Title: Corporation for National Service Enrollment Form.
OMB Number: 3045–0006.
Agency Number: None.
Affected Public: Individuals about to participate in an AmeriCorps program.
Total Respondents: 5,000 annually.
Frequency: Once per service period (average of once per year).
Average Time Per Response: Total of 7 minutes (4 minutes for the AmeriCorps members; and 3 minutes for the program staff).
Estimated Total Burden Hours: 584 hours.
Total Burden Cost (capital/startup): None.
Total Burden Cost (operating/ maintenance): None.

Comments submitted in response to this notice will be summarized and/or included in the request for Office of Management and Budget approval of the information collection request; they will also become a matter of public record.


Thomas L. Bryant,
Acting General Counsel.

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DEPARTMENT OF DEFENSE

Department of the Army

Armed Forces Epidemiological Board (AFEB)

AGENCY: Office of the Surgeon General, DoD.

ACTION: Notice of partially-closed meeting.

SUMMARY: In accordance with section 10(a)(2) of Public Law 92–463, The Federal Advisory Committee Act, this announces the forthcoming AFEB meeting. This Board will meet from 0730–1600 on Tuesday, 30 May, and 0730–1300 on Wednesday, 31 May 2000. The purpose of the meeting is to address pending and new Board issues, provide briefings for Board members on topics related to ongoing and new Board issues conduct subcommittee meetings, conduct an executive working session, and to have a classified AFEB update on the DoD Immunization Program for Biological Warfare Defense in accordance with DoD Directive 6205.3. The meeting location will be at USAMRIID, Fort Detrick, Frederick, Maryland. This meeting will be open to the public on 30 May, but limited by space accommodations. The meeting will be closed to the public on 31 May in accordance with Section 552(b)(c) of Title 5, U.S.C., specifically subparagraph (1) thereof and Title 5, U.S.C., appendix 1, subsection 10(d). Any interested person may attend, appear before or file statements with the committee at the time and in the manner permitted by the committee.

FOR FURTHER INFORMATION CONTACT: COL Benedict Diniega, AFEB Executive Secretary, Armed Forces Epidemiological Board, Skyline Six, 5100 Leesburg Pike, Room 682, Falls Church, Virginia 22041–3258, (703) 681–8012/4.