

## ANNUAL BURDEN ESTIMATES

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Total burden hours
Survey .....	51	1	3.5	178.5

*Estimated Total Annual Burden Hours: 178.5.*

In compliance with the requirements of Section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995, the Administration for Children and Families is soliciting public comment on the specific aspects of the information collection described above. Copies of the proposed collection of information can be obtained and comments may be forwarded by writing to the Administration for Children and Families, Office of Administration, Office of Information Services, 370 L'Enfant Promenade, SW., Washington, DC 20447, Attn: ACF Reports Clearance Officer. E-mail address: [grjohnson@acf.hhs.gov](mailto:grjohnson@acf.hhs.gov). All requests should be identified by the title of the information collection.

*The Department specifically requests comments on:* (a) Whether the proposed 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 proposed collection of information; (c) the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology. Consideration will be given to comments and suggestions submitted within 60 days of this publication.

Dated: April 28, 2004.

**Robert Sargis,**

*Reports Clearance Officer.*

[FR Doc. 04-10080 Filed 5-3-04; 8:45 am]

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Administration for Children and Families

#### Notice of Request for Nominations for Members to the Secretary's Advisory Committee on Head Start Accountability and Educational Performance Measures

**AGENCY:** Administration on Children, Youth and Families, ACF, DHHS.

**ACTION:** Notice.

**SUMMARY:** This request is being published in accordance with section 9(a)(2) of the Federal Advisory Committee Act. Notice is hereby given that the Secretary of the Department of Health and Human Services seeks qualified individuals to become members of the Advisory Committee on Head Start Accountability and Educational Performance Measures. The Secretary seeks authorities knowledgeable and expert in the fields of childhood development and psychometrics, assessment of child progress and evaluation of program service delivery.

Individuals have dirty (30) days from the date of publication to submit nominations. Nominations will only be accepted electronically, although individuals for whom this procedure introduces a barrier may make alternative arrangements through the contact information below. To place a nomination, please submit a cover letter summarizing areas of expertise, curriculum vita, and contact information (including an address, phone number and e-mail address) to Carol Whitten, e-mail address: [cwhitten@acf.hhs.gov](mailto:cwhitten@acf.hhs.gov). Materials should be submitted using standard word processing or desktop publishing software to facilitate their use.

**FOR FURTHER INFORMATION CONTACT:** Carol Whitten, Head Start Bureau, e-mail [cwhitten@acf.hhs.gov](mailto:cwhitten@acf.hhs.gov) or (202) 205-7359.

**SUPPLEMENTARY INFORMATION:** In accordance with section 9(a)(2) of the Federal Advisory Committee Act (Pub. L. 92-463), title 41 of the Code of Federal Regulations, section 102-3.65 and the General Services

Administration (GSA) rule on Federal Advisory Committee Management, the Secretary of the Department of Health and Human Services (HHS) has determined that the establishment of the Advisory Committee on Head Start Accountability and Educational Performance Measures (the Committee) is in the public interest in connection with supporting the school readiness of low-income children and the overall effectiveness and purpose of the Federal Head Start program.

The purpose of the Committee is to help assess the progress in developing and implementing the Head Start National Reporting System (NRS) and provide recommendations for integrating the NRS with other ongoing assessments of the effectiveness of the program. The Committee will work in coordination with the existing Technical Work Group (TWG), which helped develop the NRS, and make recommendations for how the NRS can be included in the broader assessment framework found in the Family and Child Experiences Survey (FACES), the national Head Start Impact Study, Head Start's Performance Based Outcome System, and the evaluation of the Early Head Start program.

The Committee shall consist of not more than ten (10) members including the Chair and Co-Chair. Appointments shall be made by the Secretary from authorities knowledgeable and expert in the fields of childhood development and psychometrics, assessment of child progress and evaluation of program service delivery. The Department will give close attention to equitable geographic distribution and to minority and gender representation in making appointments to the Committee, so long as the effectiveness of the Committee is not diminished. Individuals must have experience with large scale survey studies, large scale program evaluations, and be recognized authorities in their field of expertise. Field of expertise is not limited, per se, but individuals with expertise in areas of child development and assessment that are pertinent to documenting children's school readiness outcomes will make the strongest possible contributions to the work of the Committee. The Committee shall meet three times unless, after consultation with the Chair or Co-Chair,

the Secretary determines that additional meetings are necessary to fulfill the purpose of the Committee. All meetings shall be at the call of the Chair or Co-Chair. An official of the Federal Government shall be present at all meetings. Meetings shall be open to the public. Advance notice of all meetings shall be given to the public. Meetings shall be conducted and records of proceedings shall be kept in accordance with all applicable laws and departmental regulations.

Unless renewed by appropriate action prior to its expiration, the Secretary's Advisory Committee on Head Start Accountability and Educational Performance Measures shall terminate on February 27, 2006.

Dated: April 23, 2004.

**Wade F. Horn,**

*Assistant Secretary for Children and Families.*  
[FR Doc. 04-10081 Filed 5-3-04; 8:45 am]

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Administration for Children and Families

#### Disease Prevention and Health Collaboration

**AGENCY:** Administration for Children and Families, Office of Community Services.

**Funding Opportunity:** CSBG T/TA Program—Disease Prevention and Health Collaboration.

**Announcement Type:** Competitive Grant—Initial.

**Funding Opportunity Number:** HHS-2004-ACF-OCS-ET-0012.

**CFDA Number:** 93.570.

**DATES:** The due date for receipt of applications is June 18, 2004.

#### I. Funding Opportunity Description

The Office of Community Services (OCS) within the Administration for Children and Families (ACF) announces that competing applications will be accepted for a new grant pursuant to the Secretary's authority under section 674(b) of the Community Services Block Grant (CSBG) Act, as amended, by the Community Opportunities, Accountability, and Training and Educational Services (COATES) Human Services Reauthorization Act of 1998, (Pub. L. 105-285).

The proposed grant will fund up to two capacity building grants to CSBG eligible entities to promote greater collaboration within the Community Services Network to address the special disease prevention and health

promotion needs of low-income minority populations in support of the national community action Goal 4 ("Partnerships Among Supporters and Providers of Service to Low-Income People are Achieved").

#### Definitions of Terms

The following definitions apply:  
**At-Risk Agencies** refers to CSBG eligible entities in crises. The problem(s) to be addressed must be of a complex or pervasive nature that cannot be adequately addressed through existing local or State resources.

**Capacity-building** refers to activities that assist Community Action Agencies (CAAs) and other eligible entities to improve or enhance their overall or specific capability to plan, deliver, manage and evaluate programs efficiently and effectively to produce intended results for low-income individuals. This may include upgrading internal financial management or computer systems, establishing new external linkages with other organizations, improving board functioning, adding or refining a program component or replicating techniques or programs piloted in another local community, or making other cost effective improvements.

**Community** in relationship to broad representation refers to any group of individuals who share common distinguishing characteristics including residency, for example, the "low-income" community, or the "religious" community or the "professional" community. The individual members of these "communities" may or may not reside in a specific neighborhood, county or school district but the local service provider may be implementing programs and strategies that will have a measurable affect on them. Community in this context is viewed within the framework of both community conditions and systems, *i.e.*, (1) public policies, formal written and unstated norms adhered to by the general population; (2) service and support systems, economic opportunity in the labor market and capital stakeholders; (3) civic participation; and (4) an equity as it relates to the economic and social distribution of power.

**Community Services Network (CSN)** refers to the various organizations involved in planning and implementing programs funded through the Community Services Block Grant or providing training, technical assistance or support to them. The network includes local Community Action Agencies and other eligible entities; State CSBG offices and their national association; CAA State, regional and

national associations; and related organizations which collaborate and participate with Community Action Agencies and other eligible entities in their efforts on behalf of low-income people.

**Eligible applicants** described in this announcement shall be eligible entities, organizations, (including faith based) or associations with demonstrated expertise in providing training to individuals and organizations on methods of effectively addressing the needs of low-income families and communities. See description of Eligible Entities below.

**Eligible entity** means any organization that was officially designated as a Community Action Agency (CAA) or a community action program under section 673(1) of the Community Services Block Grant Act, as amended by the Human Services Amendments of 1994 (Pub. L. 103-252), and meets all the requirements under sections 673(1)(A)(I), and 676A of the CSBG Act, as amended by the COATES Human Services Reauthorization Act of 1998. All eligible entities are current recipients of Community Services Block Grant funds, including migrant and seasonal farm worker organizations that received CSBG funding in the previous fiscal year.

**Local service providers** are local public or private non-profit agencies that receive Community Services Block Grant funds from States to provide services to, or undertake activities on behalf of, low-income people.

**Nationwide** refers to the scope of the technical assistance, training, data collection, or other capacity-building projects to be undertaken with grant funds. Nationwide projects must provide for the implementation of technical assistance, training or data collection for all or a significant number of States, and the local service providers who administer CSBG funds.

**Non-profit Organization** refers to an organization, including faith-based, which has "demonstrated experience in providing training to individuals and organizations on methods of effectively addressing the needs of low income families and communities." Acceptable documentation for eligible non-profit status is limited to: (1) A copy of a current, valid Internal Revenue service tax exemption certificate; (2) a copy of the applicant organization's listing in the Internal Revenue Service's most recent list of tax-exempt organizations described in section 501(c)(3) of the IRS code; and/or (3) articles of incorporation bearing the seal of the State in which the corporation or association is domiciled.