

provide its advice and recommendations to the Agency. The Committee will hold meetings and make site visits as necessary to accomplish their responsibilities. The Committee will function solely as an advisory body and will comply fully with the provisions of the Federal Advisory Committee Act.

**Balanced Membership Plans:** The Committee will consist of non-NASA employees. In addition, there may be associate members selected for Committee Subcommittees or Panels. The Committee may also request appointment of consultants to support specific tasks. Members of the Committee, Subcommittees and Panels will be chosen from among industry, academia, and government with recognized knowledge and expertise in fields relevant to education. Total membership will reflect a balanced view.

**Duration:** Continuing.

**Responsible NASA Official:** Ms. Gwendolyn Sykes, Chief Financial Officer and Chief Acquisition Officer, National Aeronautics and Space Administration, 300 E Street, SW., Washington, DC 20546, telephone 202/358-0978.

**P. Diane Rausch,**

*Advisory Committee Management Officer,  
National Aeronautics and Space  
Administration.*

[FR Doc. 04-24222 Filed 10-28-04; 8:45 am]

**BILLING CODE 7510-13-P**

## NATIONAL INSTITUTE FOR LITERACY

### National Institute for Literacy Advisory Board

**AGENCY:** National Institute for Literacy.

**ACTION:** Notice of closed meeting.

**SUMMARY:** This notice sets forth the schedule and a summary of the agenda for an upcoming meeting of the National Institute for Literacy Advisory Board (Board). The notice also describes the functions of the Board. Notice of this meeting is required by section 10(a)(2) of the Federal Advisory Committee Act.

**DATE AND TIME:** Closed session—November 18, 2004 from 2 p.m. to 3 p.m.

**ADDRESSES:** National Institute for Literacy, 1775 I Street, NW., Suite 730, Washington, DC 20006.

**FOR FURTHER INFORMATION CONTACT:** Liz Hollis, Special Assistant to the Director; National Institute for Literacy, 1775 I Street, NW., Suite 730, Washington, DC 20006; telephone number: (202) 233-2072; email: [ehollis@nifl.gov](mailto:ehollis@nifl.gov).

**SUPPLEMENTARY INFORMATION:** The Board is established under section 242 of the Workforce Investment Act of 1998, Public Law 105-220 (20 U.S.C. 9252). The Board consists of ten individuals appointed by the President with the advice and consent of the Senate. The Board advises and makes recommendations to the Interagency Group. The Interagency Group is composed of the Secretaries of Education, Labor, and Health and Human Services, and the three Secretaries administer the National Institute for Literacy (Institute). The Interagency Group considers the Board's recommendations in planning the goals of the Institute and in implementing any programs to achieve those goals. Specifically, the Board performs the following functions: (a) Makes recommendations concerning the appointment of the Director and the staff of the Institute; (b) provides independent advice on operation of the Institute; and (c) receives reports from the Interagency Group and the Institute's Director.

The National Institute for Literacy Advisory Board meeting on November 18, 2004 from 2 p.m. to 3 p.m. will be closed to the public to discuss the search for a permanent Director of NIFL. This discussion relates to the internal personnel rules and practices of the Institute and is likely to disclose information of personal nature where disclosure would constitute a clearly unwarranted invasion of personnel privacy. The discussion must therefore be held in closed session under exemptions 2 and 6 of the Government in the Sunshine Act, 5 U.S.C. 552b(c)(2) and (6). A summary of the activities at the closed session and related matters that are informative to the public and consistent with the policy of 5 U.S.C. 552b will be available to the public within 14 days of the meeting.

Records are kept of all Advisory Board proceedings and are available for public inspection at the National Institute for Literacy, 1775 I Street, NW., Suite 730, Washington, DC 20006, from 8:30 a.m. to 5 p.m.

Dated: October 25, 2004.

**Sandra L. Baxter,**  
*Interim Director.*

[FR Doc. 04-24193 Filed 10-28-04; 8:45 am]

**BILLING CODE 6055-01-P**

## NATIONAL SCIENCE FOUNDATION

### Agency Information Collection Activities: Comment Request

**AGENCY:** National Science Foundation.

**ACTION:** Notice; Submission for OMB Review; Comment Request.

**SUMMARY:** The National Science Foundation (NSF) has submitted the following information collection requirement to OMB for review and clearance under the Paperwork Reduction Act of 1995, Pub. L. 104-13. This is the second notice for public comment; the first was published in the **Federal Register** at 69 FR 31846, and no comments were received. NSF is forwarding the proposed renewal submission to the Office of Management and Budget (OMB) for clearance simultaneously with the publication of this second notice. Comments regarding (a) whether the collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (b) the accuracy of the agency's estimate of burden including the validity of the methodology and assumptions used; (c) ways to enhance the quality, utility and clarity of the information to be collected; (d) ways to minimize the burden of 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 should be addressed to: Office of Information and Regulatory Affairs of OMB, Attention: Desk Officer for National Science Foundation, 725-17th Street, NW. Room 10235, Washington, DC 20503, and to Suzanne Plimpton, Reports Clearance Officer, National Science Foundation, 4201 Wilson Blvd., Rm. 295, Arlington, VA 22230, or by e-mail to [splimpto@nsf.gov](mailto:splimpto@nsf.gov). Comments regarding this information collection are best assured of having their full effect if received within 30 days of this notification. Copies of the submission(s) may be obtained by calling 703-292-8060.

NSF may not conduct or sponsor a collection of information unless the collection of information displays a currently valid OMB control number and the agency informs potential persons who are to respond to the collection of information that such persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

Under OMB regulations, the agency may continue to conduct or sponsor the collection of information while this submission is pending at OMB.

**ADDRESSES:** Written comments regarding the information collection and requests for copies of the proposed

information collection request should be addressed to Suzanne Plimpton, Reports Clearance Officer, National Science Foundation, 4201 Wilson Blvd., Rm. 295, Arlington, VA 22230, or by e-mail to [splimpto@nsf.gov](mailto:splimpto@nsf.gov).

**FOR FURTHER INFORMATION CONTACT:**

Suzanne Plimpton on (703) 292-7556 or send e-mail to [splimpto@nsf.gov](mailto:splimpto@nsf.gov).

Individuals who use a telecommunications device for the deaf (TDD) may call the Federal Information Relay Service (FIRS) at 1-800-877-8339 between 8 a.m. and 8 p.m., Eastern time, Monday through Friday.

**SUPPLEMENTARY INFORMATION:**

*Title of Collection:* EHR Generic Clearance.

*OMB Approval Number:* 3145-0136.

*Abstract:* The EHR Generic Clearance was established in 1995 to integrate management, monitoring and evaluation information pertaining to the NSF's Education and Training (E&T) portfolio. Under a generic survey clearance (OMB 3145-0136) data from the NSF administrative databases are incorporated and additional information is obtained through initiative-, divisional-, and program-specific data collections.

*Use of the Information:* This information is required for effective administration, program monitoring and evaluation, and for measuring attainment of NSF's program goals, as required by the Government Performance and Results Act (GPRA) of 1993 and the President's Management 2003 agenda as represented by the Office of Management and Budget's (OMB) Program Assessment Rating Tool (PART).

*Burden on the Public:* The total estimate for this collection is 39,188 annual burden hours. This figure is based on the previous 3 years of collecting information under this clearance and anticipated collections. The average annual reporting burden is between .5 and 50 hours per 'respondent' depending on whether a respondent is self-reporting or representing a project and reporting on behalf of groups of individuals.

Dated: October 25, 2004.

**Suzanne H. Plimpton,**

*Reports Clearance Officer, National Science Foundation.*

[FR Doc. 04-24169 Filed 10-28-04; 8:45 am]

**BILLING CODE 7555-01-M**

**OFFICE OF MANAGEMENT AND BUDGET**

**Proposed Information Collection Activities: Request for Comments**

**AGENCY:** Office of Management and Budget.

**ACTION:** Notice.

**SUMMARY:** In accordance with the Paperwork Reduction Act (44 U.S.C. 3501 *et seq.*), the Office of Management and Budget (OMB) invites the general public and Federal agencies to comment on the extension without change of standard form, SF-424, Application for Federal Assistance. This form is currently required by OMB Circular A-102, "Grants and Cooperative Agreements with State and Local Governments," and Title 2 Code of Federal Regulations part 215 (OMB Circular A-110, "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations." The form will continue to be used while the E-GOV Grants.gov interagency team completes their analysis of public comments received in response to an April 8, 2003, **Federal Register** notice [68 FR 17090] and finalizes the government-wide data standard.

**DATES:** Comments must be submitted on or before December 28, 2004. Late comments will be considered to the extent practicable.

**ADDRESSES:** Due to potential delays in OMB's receipt and processing of mail sent through the U.S. Postal Service, we encourage respondents to submit comments electronically to ensure timely receipt. We cannot guarantee that comments mailed will be received before the comment closing date. Electronic mail comments may be submitted to: [ephillip@omb.eop.gov](mailto:ephillip@omb.eop.gov). Please include "SF-424" in the subject line and the full body of your comments in the text of the electronic message (and as an attachment if you wish). Please include your name, title, organization, postal address, telephone number, and E-mail address in the text of the message. Comments may also be submitted via facsimile to 202-395-3952. Comments may be mailed to Elizabeth Phillips, Office of Federal Financial Management, Office of Management and Budget, Room 6025, New Executive Office Building, 725 17th Street, NW., Washington, DC 20503.

**FOR FURTHER INFORMATION CONTACT:** Elizabeth Phillips, Office of Federal Financial Management, Office of

Management and Budget, (202) 395-3993. The standard forms can be downloaded from the OMB Grants Management home page (<http://www.whitehouse.gov/omb/grants>).

*OMB Control No.:* 0348-0043.

*Title:* Application for Federal Assistance.

*Form No.:* SF-424.

*Type of Review:* Extension of a currently approved collection.

*Respondents:* States, Local Governments, Non-Profit Organizations.

*Number of Responses:* 100,000.

*Estimated Time Per Response:* 20 minutes.

*Needs and Uses:* The SF-424 is used to provide general information about the entity and the proposed project when applying for Federal assistance under grant and cooperative agreement awards. The Federal awarding agencies use information reported on this form for the pre-award and award processes.

Office of Management and Budget.

**David Zavada,**

*Chief, Financial Standards and Grants Branch.*

[FR Doc. 04-24197 Filed 10-28-04; 8:45 am]

**BILLING CODE 3110-01-P**

**OFFICE OF MANAGEMENT AND BUDGET**

**Proposed Information Collection Activities: Request for Comments**

**AGENCY:** Office of Management and Budget.

**ACTION:** Notice.

**SUMMARY:** In accordance with the Paperwork Reduction Act (44 U.S.C. 3501 *et seq.*), the Office of Management and Budget (OMB) invites the general public and Federal agencies to comment on the renewal without change of eight (8) standard forms: the SF-269, Financial Status Report (long form); SF-269A, Financial Status Report (short form); SF-272, Federal Cash Transactions Report; SF-272A, Federal Cash Transactions Report (continuation); SF-424A, Budget Information—Non-construction Programs; SF-424B, Assurances—Non-construction Programs; SF-424C, Budget Information—Construction Programs; and SF-424D, Assurances—Construction Programs. These forms are currently required by OMB Circular A-102, "Grants and Cooperative Agreements with State and Local Governments," and Title 2 Code of Federal Regulations Part 215 (OMB Circular A-110, "Uniform Administrative Requirements for Grants and Agreements with Institutions of