

Where To Obtain Additional Information

A complete application package which will include program description, information on application procedures, etc. and business management technical assistance may be obtained from Kathy Raible, Grant Management Specialist, Grants Management Branch, Procurement and Grants Office, Centers for Disease Control and Prevention (CDC), 255 East Paces Ferry Road, NE., Room 300, Mailstop E-15, Atlanta, GA 0305, telephone (404) 842-6592, email or via email at: <kr8@cdc.gov>.

Programmatic technical assistance may be obtained from William J. Kassler, M.D., M.P.H., Chief Health Services Research and Evaluation Branch Division of STD, National Center for HIV/STD/TB

Prevention (NCHSTP), Centers for Disease Control and Prevention (CDC), 1600 Clifton Road; Mailstop E-44, Atlanta, GA 30333, telephone (404) 639-8276, or facsimile (404) 639-8607, INTERNET address: <wxkl@cdc.gov>.

Internet Home Page

The announcement will be available on one of two Internet sites on the publication date: CDC's home page at <<http://www.cdc.gov>>, or at the Government Printing Office home page (including free access to the Federal Register) at <<http://www.access.gpo.gov>>.

Potential applicants may obtain a copy of "Healthy People 200" (Full Report, Stock No. 017-001-00474-0), or "Healthy People 2000" (Summary Report, Stock No. 017-001-00473-1) referenced in the "INTRODUCTION" through the Superintendent of Documents, Government Printing Office, Washington, DC 20402-9325, telephone (202) 512-1800.

Dated: May 16, 1997.

Joseph R. Carter,

Acting Associate Director for Management and Operations, Centers for Disease Control and Prevention (CDC).

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DEPARTMENT OF HEALTH AND HUMAN SERVICES**Centers for Disease Control and Prevention**

[Announcement Number 766]

Development of State Health Promotion and Chronic Disease Prevention Databases/Clearinghouses**Introduction**

The Centers for Disease Control and Prevention (CDC) announces the availability of fiscal year (FY) 1997 funds for a cooperative agreement program for development of State health promotion and chronic disease prevention databases/clearinghouses that are compatible with Chronic Disease Prevention File (CDP) and the Combined Health Information Database (CHID). CDP File and CHID link health information and education resources into a national network of information on programs, interventions, and methods, and act as a mechanism for collecting, sharing, and distributing information, bibliographies, literature, and health promotion and chronic disease prevention information to professionals responsible for planning, developing, conducting, and evaluating health promotion and chronic disease prevention programs.

CDC is committed to achieving the health promotion and disease prevention objectives of "Healthy People 2000", a national activity to reduce morbidity and mortality and improve the quality of life. This announcement is related to the priority areas of Cancer, Clinical Preventive Services, Diabetes and Chronic Disabling Conditions, Educational and Community-Based Programs, Family Planning, Heart Disease and Stroke, HIV Infection, Maternal and Infant Health, Nutrition, Oral Health, Physical Activity and Fitness, Sexually Transmitted Diseases, Surveillance and Data Systems, and Tobacco. (For ordering a copy of "Healthy People 2000," see section "Where to Obtain Additional Information.")

Authority

This program is authorized under section 317(k)(2) [42 U.S.C 247b (k)(2)] of the Public Health Service Act, as amended.

Smoke-Free Workplace

CDC strongly encourages all grant recipients to provide a smoke-free workplace and promote the non-use of tobacco products, and Public-Law 103-227, the Pro-Children Act of 1994, prohibits smoking in certain facilities

that receive Federal funds in which education, library, day care, health care, and early childhood development services are provided to children.

Eligible Applicants

Eligible applicants are the official public health agencies of States or their bona fide agents. This includes the District of Columbia, American Samoa, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the Republic of the Marshall Islands, the Republic of Palau, and federally recognized Indian tribal governments.

Funding is limited to one three-year project period to provide start-up costs for establishing a State database. Therefore, Colorado, Minnesota, and Missouri are not eligible applicants because they were funded September 1, 1991, for a three-year project period, under Program Announcement Number 940, entitled "Assistance Program for Chronic Disease Prevention and Control." California, Florida, and Michigan are not eligible participants because they were funded September 30, 1993, for a three-year project period, under Program Announcement Number 344, entitled "Development of State Health Promotion and Chronic Disease Prevention Databases/Clearinghouses." Delaware, Oklahoma, and Washington are not eligible participants because they were funded September 30, 1995, for a three-year project period, under Program Announcement Number 540, entitled "Development of State Health Promotion and Chronic Disease Prevention Databases/Clearinghouses."

Availability of Funds

Approximately \$90,000 is available in FY 1997 to fund approximately three awards. It is expected that the average award will be \$30,000. It is expected that the awards will begin on or about September 1, 1997, and will be made for a 12-month budget period within a project period of up to three years. Funding estimates may vary and are subject to change.

Continuation awards within the project period will be made on the basis of satisfactory progress and the availability of funds.

Use of Funds**Restrictions on Lobbying**

Applicants should be aware of restrictions on the use of HHS funds for lobbying of federal or state legislative bodies. Under the provisions of 31 U.S.C. Section 1352 (which has been in effect since December 23, 1989), recipients (and their sub-tier contractors) are prohibited from using appropriated

federal funds (other than profits from a federal contract) for lobbying Congress or any federal agency in connection with the award of a particular contract, grant, cooperative agreement, or loan. This includes grants/cooperative agreements that, in whole or in part, involve conferences for which federal funds cannot be used directly or indirectly to encourage participants to lobby or to instruct participants on how to lobby.

In addition, the FY 1997 HHS Appropriations Act, which became effective October 1, 1996, expressly prohibits the use of 1997 appropriated funds for indirect or "grass roots" lobbying efforts that are designed to support or defeat legislation pending before state legislatures. This new law, Section 503 of Pub. L. No. 104-208, provides as follows:

Sec. 503(a) No part of any appropriation contained in this Act shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, radio, television, or video presentation designed to support or defeat legislation pending before the Congress, * * * except in presentation to the Congress or any State legislative body itself.

(b) No part of any appropriation contained in this Act shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence legislation or appropriations pending before the Congress or any State legislature.

Department of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act, 1997, as enacted by the Omnibus Consolidated Appropriations Act, 1997, Division A, Title I, Section 101(e), Pub. L. No. 104-208 (September 30, 1996).

Background

The need for health information resources to support the primary and secondary prevention activities of health education providers and the health care system has been well documented. The Federal Government recognized this need by establishing the Bureau of Health Education of the Center for Disease Control in 1974, which in 1980, became one of three divisions of the Center for Health Promotion and Education, and in 1988, became part of the National Center for Chronic Disease Prevention and Health Promotion (NCCDPHP). As the primary Federal focus for health education, the Bureau was charged with meeting the

nation's information needs regarding health promotion and education.

Since 1974, CDC has acquired literature and program information to support its research and development, technical assistance, and capacity-building activities in the areas of health promotion and education. This information is now part of the NCCDPHP's Health Promotion and Education Database (HPED). The HPED is part of the overall information system addressed in Public Law 94-317. In the early 1980s, CDC and the National Institutes of Health collaborated to develop CHID, a composite bibliographic database now containing 21 subfiles, including the HPED. CHID is available to the public through the commercial database vendor OVID (formerly CDP Online and BRS Online).

Since 1988, the NCCDPHP has developed several new bibliographic databases including the Cancer Prevention and Control Database, the Comprehensive School Health Database (formerly the AIDS School Health Education Database), the Prenatal Smoking Cessation Database, and the Epilepsy Education and Prevention Activities Database. These databases are also part of CHID.

Recognizing the need to make the databases available to State health and education departments in an affordable format, in 1991 the NCCDPHP developed CDP File, a CD-ROM that includes the NCCDPHP-produced databases, the Smoking and Health Database produced by NCCDPHP's Office on Smoking and Health, as well as an electronic directory of chronic disease program contacts.

For the national system to be comprehensive, identification and collection of information about State and local health promotion and education programs is needed. To meet this need, NCCDPHP has been providing guidance to States interested in establishing health promotion and education databases and clearinghouses since 1984. In turn, the States have made their databases compatible with CDP File and CHID and feed their State-specific program information into the national database. In addition to building the national system, the State-based databases and clearinghouses also support State health promotion and chronic disease prevention program activities by providing State health professionals with access to information on State-specific programs and materials. To date, ten States including California, Colorado, Delaware, Florida, Michigan, Minnesota, Missouri, Ohio, Oklahoma, and Washington, participate

in database and clearinghouse development activities.

Purpose

This cooperative agreement will provide States with start-up funds and guidance to establish bibliographic databases that are compatible with CDP File and CHID. The databases may be used to support new or existing health information clearinghouses, thereby increasing health professionals' access to State health promotion and chronic disease prevention information.

Program Requirements

In conducting activities to achieve the purpose of this program, the recipient will be responsible for the activities under A., and CDC will be responsible for the activities under B.

A. Recipient Activities

1. Establish and maintain a bibliographic database compatible with CDP File and CHID.
2. Establish a database advisory committee.
3. Design and carry out a systematic needs assessment to determine specific needs, current resources, and communication networks of State and local health professionals.
4. Identify, acquire, track, promote, and provide access to State and local health promotion and chronic disease prevention program information and materials.
5. Design and implement a quality assurance plan to maintain accurate data entry, descriptive abstracts, and consistent indexing of database records.
6. Revise, update, and delete items in the database.
7. Develop a plan and conduct an evaluation to monitor program activity and use of the database.
8. Develop a plan for gaining administrative support, continuing activities beyond the project period, and institutionalizing the database into the agency organizational structure.

B. CDC Activities

1. Collaborate in the design of the database to ensure compatibility with CDP File and CHID.
2. Collaborate in developing a needs assessment and information collection instruments.
3. Collaborate in developing plans for quality assurance, tracking, evaluation, and institutionalization.
4. Collaborate in training project staff.
5. Assist in promoting the State and national information systems.
6. Coordinate with other Federal agencies, States, and organizations to ensure a coordinated, cooperative effort

to build a comprehensive information sharing system.

Technical Reporting Requirements

An original and two copies of a progress report and financial status report are required no later than 90 days after the end of the budget period. The progress report must include the following for each program, function, or activity involved: (1) A comparison of actual accomplishments to the goals established for the period; (2) the reasons if established goals were not met; and (3) other pertinent information including, when appropriate, analysis and explanation of unexpectedly high costs for performance.

Final financial and performance reports are required no later than 90 days after the end of the project period. All reports will be submitted to the Grants Management Branch, CDC.

Application Content

All applicants must develop their applications in accordance with PHS Form 5161-1 (Revised 7/92, OMB Number 0937-0189), information contained in the program announcement, and the instructions outlined below. Applicants are required to submit an original and two copies of the application. Pages should be clearly numbered with a complete index to the application and any appendixes included. The original and each copy of the application must be submitted unstapled and unbound. All materials must be typewritten, double-spaced, with unreduced type on 8½" by 11" paper, with at least 1" margins, headers and footers, and printed on one side only.

A. Background and Need

(1) Describe the current system for sharing and disseminating health promotion and chronic disease prevention information within the State.
(2) Describe the need for a State-based bibliographic database and the potential users.

(3) Describe the level of administrative commitment to the project as evidenced by the obligation of staff, equipment, non-Federal funds, or other relevant contributions.

B. Goals and Objectives

Submit realistic, specific, time-framed, and measurable goals and objectives to be achieved during the three-year project period. The objectives should be derived from needs identified in Section A. (2) of "Application Content" Section of this announcement. Describe specific process, impact, and outcome objectives that will be

measured; the major steps required for implementation; the person or persons responsible for completion; and the projected timetable for accomplishment.

C. Database Development Plan

(1) Submit a plan for establishing a database advisory committee, including a list of potential representatives, and a description of the committee's responsibilities.

(2) Describe the design, implementation, and analysis of a needs assessment that will provide information on specific information needs, current resources, and existing communication networks used by State and local health professionals.

(3) Describe methods for identifying, collecting, selecting, and tracking information resources to be included in the database.

(4) Describe methods for cataloging, abstracting, and indexing records so that they are compatible with CDP File and CHID.

(5) Describe specific strategies for promoting the database and providing access to users.

(6) Describe methods for revising, updating, and deleting items in the database.

D. Institutionalization

Submit a plan for gaining administrative support, continuing activities beyond the project period, and for institutionalizing the database into the agency organizational structure.

E. Management

(1) Describe the proposed staffing and provide job descriptions for the existing and proposed staff, and résumés for each current staff member who will work on the project.

(2) Describe equipment resources available and required to accomplish the stated goals of the project.

F. Quality Assurance

Submit a plan for maintaining accurate data entry, descriptive abstracts, and consistent indexing of database records.

G. Evaluation

Submit a plan for evaluating the effectiveness of the database and achievement of stated objectives.

H. Budget

Submit a detailed budget with line-item justification that is consistent with the purpose and stated objectives of the cooperative agreement.

Evaluation Criteria

Applications will be reviewed and evaluated according to the following criteria:

A. Background and Need

The extent to which a database currently exists, the degree of need, and administrative commitment to the project. (15 Points)

B. Goals and Objectives

The extent to which the stated goals and objectives are specific, measurable, time-framed and realistic; are derived from identified needs; and describe process, impact, and outcome objectives. (15 Points)

C. Database Development Plan

The appropriateness of the methodologies for: (1) Establishing a database advisory committee; (2) designing, implementing, and analyzing a needs assessment; (3) identifying, collecting, selecting, and tracking information resources; (4) cataloging, abstracting, and indexing records; (5) promoting and providing access to users; and (6) revising, updating, and deleting items. (20 Points)

D. Institutionalization

The extent to which the applicant demonstrates the capacity to gain administrative support for the project, continue activities beyond the project period, and institutionalize the database into the agency organizational structure. (15 Points)

E. Management

The extent to which the applicant demonstrates the capacity to provide adequate and appropriate staff and equipment resources. (15 Points)

F. Quality Assurance

The extent to which the quality assurance plan is adequate and appropriate for maintaining accurate data entry, descriptive abstracts, and consistent indexing of database records. (10 Points)

G. Evaluation

The extent to which the evaluation plan determines the effectiveness of the database and achievement of stated objectives. (10 Points)

H. Budget

The extent to which the budget is reasonable and consistent with the intended use of the program funds. (Not Weighted)

**Noncompeting Continuation
Application Content**

In compliance with 45 CFR 74.121(d) and 92.10(b)(4), as applicable, noncompeting continuation applications submitted within the project period need only include:

A. A brief progress report that describes the accomplishments of the previous budget period.

B. Any new or significantly revised items or information (objectives, scope of activities, operational methods, evaluation, etc.) not included in the Year 01 application.

C. An annual budget and justification. Existing budget items that are unchanged from the previous budget period do not need rejustification. Simply list the items in the budget and indicate that they are continuation items. Supporting justification should be provided where appropriate.

Executive Order 12372 Review

Applications are subject to Intergovernmental Review of Federal Programs as governed by Executive Order (E.O.) 12372. E.O. 12372 sets up a system for State and local government review of proposed Federal assistance applications. Applicants should contact their State Single Point of Contact (SPOC) as early as possible to alert them to the prospective applications and receive any necessary instructions on the State process. For proposed projects serving more than one State, the applicant is advised to contact the SPOC of each affected State. A current list of SPOCs is included in the application kit. If SPOCs have any State process recommendations on applications submitted to CDC, they should send them to Sharron P. Orum, Grants Management Officer, Grants Management Branch, Procurement and Grants Office, Centers for Disease Control and Prevention (CDC), 255 East Paces Ferry Road, NE., Room 314, Mailstop E-18, Atlanta, GA 30305, no later than 60 days after the application deadline date. The Program Announcement Number and Program Title should be referenced on the document. The granting agency does not guarantee to "accommodate or explain" State process recommendations it receives after that date. Indian tribes are strongly encouraged to request tribal government review of the proposed application. If tribal governments have any tribal process recommendations on applications submitted to CDC, they should forward them to Sharron P. Orum, Grants Management Officer, Grants Management Branch, Centers for Disease Control and Prevention (CDC),

255 East Paces Ferry Road, NE., Room 314, Mailstop E-18, Atlanta, GA 30305. This should be done no later than 60 days after the application deadline date. The granting agency does not guarantee to "accommodate or explain" for tribal process recommendations it receives after that date.

**Public Health System Reporting
Requirements**

This program is not subject to the Public Health System Reporting Requirements.

**Catalog of Federal Domestic Assistance
Number**

The Catalog of Federal Domestic Assistance Number is 93.283.

Other Requirements**Paperwork Reduction Act**

Projects that involve the collection of information from 10 or more individuals and funded by the cooperative agreement will be subject to review by the Office of Management and Budget (OMB) under the Paperwork Reduction Act.

Application Submission and Deadline

The original and two copies of the application PHS Form 5161-1 (Revised 7/92, OMB Number 0937-0189) must be submitted to Sharron P. Orum, Grants Management Officer, Grants Management Branch, Procurement and Grants Office, Centers for Disease Control and Prevention (CDC), 255 East Paces Ferry Road, NE., Room 314, Mail Stop E-18, Atlanta, GA 30305 on or before July 1, 1997.

1. *Deadline:* Applications shall be considered as meeting the deadline if they are either:

(a) Received on or before the deadline date; or

(b) Sent on or before the deadline date and received in time for submission to the objective review group. (Applicants must request a legibly dated U.S. Postal Service postmark or obtain a legibly dated receipt from a commercial carrier or U.S. Postal Service. Private metered postmarks shall not be acceptable as proof of timely mailing.)

2. *Late Applications:* Applications that do not meet the criteria in 1.(a) or 1.(b) above are considered late applications. Late applications will not be considered and will be returned to the applicant.

**Where To Obtain Additional
Information**

A complete program description, information on application procedures, an application package and business management technical assistance may

be obtained from Glynnis D. Taylor, Grants Management Specialist, Grants Management Branch, Procurement and Grants Office, Centers for Disease Control and Prevention (CDC), 255 East Paces Ferry Road, NE., Room 314, Atlanta, GA 30305, telephone (404) 842-6593, fax (404) 842-6513, or Internet or CDC WONDER electronic mail at gld1@cdc.gov.

Programmatic technical assistance may be obtained from Kathryn Sunnarborg or William Thomas, Technical Information Specialist, Technical Information and Editorial Services Branch, National Center for Chronic Disease Prevention and Health Promotion, Centers for Disease Control and Prevention (CDC), Mailstop K-13, 4770 Buford Highway, NE., Atlanta, GA 30341-3724, telephone (770) 488-5080.

Please refer to Announcement Number 766 when requesting information and submitting an application.

You may obtain this and other announcements from one of two sites on the actual publication date: CDC's homepage at <http://www.cdc.gov> or the Government Printing Office homepage (including free on-line access to the **Federal Register** at <http://www.access.gpo.gov>).

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Dated: May 16, 1997.

Joseph R. Carter,

Acting Associate Director for Management and Operations, Centers for Disease Control and Prevention (CDC).

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**DEPARTMENT OF HEALTH AND
HUMAN SERVICES****Centers for Disease Control and
Prevention****Government-Owned Inventions;
Availability for Licensing**

AGENCY: Office of Technology Transfer, Centers for Disease Control and Prevention (CDC), Department of Health and Human Services.

ACTION: Notice.

The inventions named in this notice are owned by agencies of the United