

2. Financial status report, no more than 90 days after the end of the budget period; and

3. Final financial and performance reports, no more than 90 days after the end of the project period.

Send all reports to: Joanne Wojcik, Grants Management Specialist, Grants Management Branch, Procurement and Grants Office, Centers for Disease Control and Prevention (CDC), Room 300, 255 East Paces Ferry Road, NE., M/S E-13, Atlanta, GA 30305-2209.

The following additional requirements are applicable to this program. For a complete description of each, see Attachment I (in the application kit).

AR98-1—Human Subjects Requirements

AR98-2—Requirements for Inclusion of Women and Racial and Ethnic Minorities in Research

AR98-3—Animal Subjects Requirements

AR98-10—Smoke-Free Workplace Requirements

AR98-11—Healthy People 2000

AR98-12—Lobbying Restrictions

#### H. Authority and Catalog of Federal Domestic Assistance Number

This program is authorized under the Public Health Service Act, section 301(a) (42 U.S.C. 241(a)), as amended and the Federal Mine Safety and Health Act of 1977, section 501 (30 U.S.C. 951) as amended. The Catalog of Federal Domestic Assistance number is 93.262.

#### I. Where To Obtain Additional Information

Please refer to Program Announcement 98056 when you request information. For a complete program description, information on application procedures, an application package, and business management technical assistance, contact: Joanne Wojcik, Grants Management Specialist, Grants Management Branch, Procurement and Grants Office, Announcement 98056, Centers for Disease Control and Prevention (CDC), Room 300, 255 East Paces Ferry Road, NE., M/S E-13, Atlanta, GA 30305-2209, telephone (404) 842-6535, Email address: jcw6@cdc.gov.

For program technical assistance, contact: Roy M. Fleming, Sc.D., Research Grants Program, National Institute for Occupational Safety and Health, Centers for Disease Control and Prevention (CDC), 1600 Clifton Road, NE., Building 1, Room 3053, M/S D-30, Atlanta, GA 30333, Telephone: (404) 639-3343, FAX: (404) 639-4616, Internet: rmf2@cdc.gov.

To receive additional written information and to request an application kit, call 1-888-GRANTS4 (1-888 472-6874). You will be asked to leave your name and address and will be instructed to identify the Announcement number of interest. Also, this and other CDC Announcements can be found on the CDC homepage on the Internet, (<http://www.cdc.gov>) under the "Funding" section, as well as on the NIOSH homepage (<http://www.cdc.gov/niosh>) under "Extramural Program." For your convenience, you may be able to retrieve a copy of the PHS Form 398 from (<http://www.nih.gov/grants/funding/phs398/phs398.html>).

Please Refer to Announcement Number 98056 when Requesting Information and Submitting an Application.

Dated: May 1, 1998.

**Diane D. Porter,**

*Acting Director, National Institute for Occupational Safety and Health, Centers for Disease Control and Prevention (CDC).*

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#### DEPARTMENT OF HEALTH AND HUMAN SERVICES

##### Administration for Children and Families

[Program Announcement No. OCSE 98SIP-1]

##### Child Support Enforcement Demonstration and Special Projects—Special Improvement Projects

**AGENCY:** Office of Child Support Enforcement, ACF, DHHS.

**ACTION:** Notice.

**SUMMARY:** The OCSE invites eligible applicants to submit competitive grant applications for special improvement projects which further the national child support mission, vision, and goals as outlined in the CSE Strategic Plan with Outcome Measures for Fiscal Years 1995-1999. A copy of the CSE Strategic Plan may be obtained upon request (See ADDRESSES of this announcement). Applications will be screened and evaluated as indicated in this program announcement. Awards will be contingent on the outcome of the competition and the availability of funds.

**DATES:** The closing date for submission of applications is July 7, 1998. See Part IV of this announcement for more information on submitting applications.

**ADDRESSES:** Application kits containing the necessary forms and instructions to

apply for a grant under this program announcement and the CSE Strategic Plan are available from: Administration for Children and Families, Office of Child Support Enforcement, Office of Automation and Special Projects, 370 L'Enfant Promenade, SW, 4th Floor, West Wing, Washington, DC 20447, Attention: Jay Adams, (202) 401-9240, [ljadams@ACF.DHHS.GOV](mailto:ljadams@ACF.DHHS.GOV), or (202) 401-5539 (FAX).

#### FOR FURTHER INFORMATION CONTACT:

Administration for Children and Families (ACF), OCSE, Susan A. Greenblatt at (202) 401-4849, for specific program concerns regarding the announcement.

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

Part I: Background—program purpose, program objectives, legislative authority, funding availability, and CFDA Number.

Part II: Project and Applicant Eligibility—project priorities, project considerations, eligible applicants, and project and budget periods.

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

Part IV: The Application—application materials, application development, and application submission.

#### Paperwork Reduction Act of 1995 (Pub. L. 104-13)

Public reporting burden for this collection of information is estimated to average 20 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 within this Program Announcement are approved under the following currently valid OMB control numbers: 424 (0348-0043); 424A (0348-0044); 424B (0348-0040); Disclosure of Lobbying Activities (0348-0046); Uniform Project Description (0970-0139 Expiration date 10/31/00).

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

##### A. Program Purpose and Objectives

To fund a number of special improvement projects which further the national child support mission, vision and goals as outlined in the Office of Child Support Enforcement Plan (1995-1999). Thus, proposed projects should further the accomplishment of national

goals: i.e. all children to have parentage established; all children in IV-D cases to have financial and medical support orders; and all children to receive financial and medical support.

Specifically, we are looking for grants which will further OCSE's FY 1998 priorities to increase collections, support orders and paternities.

The OCSE is committed to helping States make measurable program improvements that will enhance the lives of children.

Special improvement projects undertaken for this announcement should be in furtherance of efforts under the Government Performance and Results Act (i.e. designing a performance based program), the goals of the national child support strategic plan stated above and advancing the requirements of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA).

#### *B. Legislative Authority*

Section 452(j), 42 U.S.C. 652(j) of the Social Security Act provides Federal funds for technical assistance, information dissemination and training of Federal and State staff, research and demonstration programs and special projects of regional or national significance relating to the operation of State child support enforcement programs.

#### *C. Availability of Funds*

Approximately \$1.3 million is available for FY 1998. In order to fund a wide variety of projects, we plan to fund small to medium projects (e.g., \$30,000—\$150,000); however, we will consider higher amounts if the merit and benefits of the project are exceptional. All grant awards are subject to the availability of appropriated funds. A non-Federal match is not required.

#### *D. CFDA Number:*

93.601—Child Support Enforcement Demonstrations and Special Projects.

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

#### *A. Eligible Applicants*

Eligible applicants for these special improvement project grants are State (including Guam, Puerto Rico, and the Virgin Islands) Human Services Umbrella agencies, other State agencies (including State IV-D agencies), Tribes and Tribal Organizations, local public agencies (including IV-D agencies), nonprofit organizations, and consortia of State and/or local public agencies. The Federal OCSE will provide the State CSE agency the opportunity to comment on the merit of local CSE agency applications before final award. Given

that the purpose of these projects is to improve child support enforcement programs, it is critical that applicants have the cooperation of IV-D agencies to operate these projects.

Preferences will be given to applicants representing CSE agencies and applicant organizations which have cooperative agreements with CSE agencies. All applications developed jointly by more than one agency organization must identify a single lead organization as the official applicant. The lead organization will be the recipient of the grant award. Participating agencies and organizations can be included as co-participants, subgrantees, or subcontractors with their written authorization.

#### *B. Project Priorities*

Eligible applicants should describe how the special improvement project will:

- Improve the effectiveness of Federal programs by promoting a new focus on results, service quality, management/organizational innovations, or public satisfaction;
- Significantly further national OCSE priorities as outlined in the OCSE Strategic Plan (1995–1999), i.e., all children to have parentage established; all children in IV-D cases to have financial and medical orders; and all children to receive financial and medical support;
- Improve effectiveness of the child support program by achieving project outcomes/results that further national goals and are transferable to other states/entities;
- Build on existing partnership agreements between State Child Support agencies and Federal Regional Offices or cooperative agreements between State Child Support agencies and Tribes.

#### *C. Project Considerations*

In order to successfully compete under this announcement, the applicants should:

- Provide a description of the project and how it will change/impact the current operations of the Child Support Enforcement Program in the area(s) affected by this grant project;
- Provide a detailed description of what program improvement/innovations will be addressed. This should include an assessment of the current situation and how this project will address a problem area(s) and improve program results. Within the context of program improvement, applicants shall provide information on the extent of the problem and the environment in which they operate, e.g., number of cases affected, specific locality affected; and

impact analysis, e.g., who/what is affected by the problem and impact on performance. Under this announcement, an applicant may undertake initiatives to improve performance in a wide variety of areas. We are looking for projects which will increase program effectiveness and achieve measurable results in child support enforcement collections, orders established and paternities acknowledged;

- Identify necessary qualifications for any consultants or contractors who would be used;
- Provide a detailed budget for the project. The staff required, equipment and facilities that would be leased or purchased, a detailed explanation of costs needed to accomplish all major project tasks. Grant funds cannot be used for capital improvements or the purchase of land or buildings;
- Explain why this project's resource requirements cannot be met by the state/local agency's regular program operating budget;
- Provide a management and staffing plan for the project undertaken under this announcement. The plan should outline the goals/objectives and tasks to be accomplished by the project. Project methodology should logically outline the goals and tasks to be accomplished;
- Provide for an assessment strategy for determining overall project effectiveness relating to proposed outcomes/results. We are asking for: (a) Criteria against which a project's success can be measured, (b) a mechanism to make that assessment, and (c) clearly documented results. See Part III, The Review Process, (C. Competitive Review and Evaluation Criteria (3) Criterion III: Project Effectiveness) of this announcement for more information on an assessment strategy for determining overall project effectiveness relating to proposed outcomes/results.

#### *D. Project and Budget Periods*

Generally, project and budget periods for these projects will be up to 17 months. However, OCSE will consider projects up to 36 months, if unique circumstances warrant.

If OCSE approves a project for a time period longer than 17 months, OCSE will provide funding in discrete 12-month increments, or "budget periods." Funding beyond the first 12-month budget period is not guaranteed. Rather, future funding will depend on the grantee's satisfactory performance and the availability of future appropriations.

### Part III: The Review Process

#### A. 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 May 15, 1997, 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, Hawaii, Idaho, Kansas, Louisiana, Massachusetts, Minnesota, Montana, Nebraska, New Jersey, Ohio, Oklahoma, Oregon, Pennsylvania, South Dakota, Tennessee, Vermont, Virginia, 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 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. Additionally, 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, Division of Discretionary Grants and Audit Resolution, 370 L'Enfant Promenade, S.W., Mail Stop 6C-462, Washington, D.C. 20447. A list of the Single Points of Contact for each State and Territory is included with the application materials for this program announcement.

#### B. 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.

#### C. Competitive Review and Evaluation Criteria

Applications which pass the initial ACF screening will be evaluated and rated by an independent review panel on the basis of specific evaluation criteria. The evaluation criteria were designed to assess the quality of a proposed project, and to determine the likelihood of its success. The evaluation 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 evaluation criteria within the context of this program announcement. Proposed projects will be reviewed using the following evaluation criteria:

(1) Criterion I: Understanding and Analysis of the Problem (Maximum 25 points)

The application should demonstrate a thorough understanding and analysis of the problem(s) being addressed in the project and the importance of addressing these in improving the effectiveness of the child support program. Applicants should include a discussion of the child support program as it currently operates including its strengths and weaknesses regarding the area(s) addressed by the project. The applicant should describe how the project will address these problem(s) through implementation of changes, enhancements and innovative efforts.

(2) Criterion II: Project Plan and Project Staffing (Maximum: 30 points)

A well thought-out and practical management and staffing plan is mandatory. The application should include a detailed management plan that includes time-lines and detailed budgetary information. The main concern in this criterion is that the applicant should demonstrate a clear idea of the project's goals, objectives, and tasks to be accomplished. The plan to accomplish the goals and tasks should be set forth in a logical framework. The plan should identify what tasks are required of any contractors.

Staff to be committed to the project (including supervisory and management staff) at the state and/or local levels must be identified by their role in the project along with their qualifications and areas of particular expertise. In addition, for any technical expertise obtained through a contract or subgrant, the desired technical expertise and skills of proposed positions should be specified in detail. The applicant should demonstrate that the staff positions needed to operate the project are filled or will be filled in a reasonable time.

(3) Criterion III: Project Effectiveness (Maximum: 30 points)

The applicant should identify the specific goals and objectives of the project; describe the cost effective methods which will be used to achieve these goals; the specific results/products that will be achieved; and how the success of this project has broader application in furthering national child support initiatives and/or providing solutions that could be adapted by other states/jurisdictions. A discussion of data availability and outcome measures to be used should be included. Describe the collection and reporting system to be used.

(4) Criterion IV: Reasonable Costs (Maximum 10 points)

The project costs are reasonable in relation to the identified tasks. All agency and other resources (i.e., state, community, other programs—TANF/Head Start) that will be committed to the project should be given in detail.

(5) Criterion V: Preferences (Maximum 5 points)

Preference will be given to those grant applicants representing IV-D agencies and applicant organizations who have cooperative agreements with IV-D agencies.

#### D. Funding Reconsideration

After Federal funds are exhausted for this grant competition, applications which have been independently reviewed and ranked but have no final disposition (neither approved nor disapproved for funding) may again be considered for funding. Reconsideration may occur at any time funds become available within twelve (12) months following ranking. ACF does not select from multiple ranking lists for a program. Therefore, should a new competition be scheduled and applications remain ranked without final disposition, applicants are informed of their opportunity to reapply for the new competition, to the extent practical.

#### Part IV. The Application

##### A. Application Development

In order to be considered for a grant under this program announcement, an application must be submitted on the forms supplied and in the manner prescribed by ACF. Application materials including forms and instructions are available from the contact named under the **ADDRESSES** section in the preamble of this announcement. The length of the application, including the application forms and all attachments, should not exceed 20 pages. A page is a single-side of an 8½ × 11" sheet of plain white paper. The narrative should be typed double-spaced on a single-side of an 8½ × 11" plain white paper, with 1" margins on all sides. Applicants are requested not to send pamphlets, maps, brochures or other printed material along with their application as these are difficult to photocopy. These materials, if submitted, will not be included in the review process. Each page of the application will be counted to determine the total length.

##### B. Application Submission

1. Mailed applications postmarked after the closing date will be classified as late and will not be considered in the competition.

2. Deadline. 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: U.S. Department of Health and Human Services, Administration for Children and Families, Division of Discretionary Grants, Attention: Lois Hodge, 370 L'Enfant Promenade, SW, Mail Stop 6C-462, 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 deliver as agreed.)

Applications handcarried by applicants, applicant couriers, or by other representatives of the applicant will be considered as meeting an announced deadline if they are received on or before the deadline date, between the hours of 8 a.m. and 4:30 p.m., EST, at the U.S. Department of Health and Human Services, Administration for Children and Families, Division of Discretionary Grants, ACF Mailroom, 2nd Floor (near loading dock), Aerospace Building, 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: Lois Hodge". 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.

3. 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.

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

Dated: May 4, 1998.

**David Gray Ross,**

*Commissioner, Office of Child Support Enforcement.*

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**BILLING CODE 4184-01-P**

#### DEPARTMENT OF HEALTH AND HUMAN SERVICES

##### Administration for Children and Families

##### Notice of Availability of Funding for Alternative Projects for the Provision of Comprehensive Refugee Resettlement Services, Including Interim Financial Assistance, Social Services and Case Management for Newly Arriving Refugees

**AGENCY:** Office of Refugee Resettlement, ACF, DHHS.

**ACTION:** Request for applications for alternative projects for the provision of comprehensive refugee resettlement services, including interim financial assistance, social services and case management for newly arriving refugees.

**SUMMARY:** The Office of Refugee Resettlement (ORR), Administration for Children and Families (ACF) announces that competing applications will be accepted for new grants pursuant to the Director's discretionary authority under section 412(c)(1)(A) of the Immigration and Nationality Act (INA) and pursuant to the Secretary's authority under section 412(e)(7) of the INA for alternative projects, as amended by section 311 of the Refugee Act of 1980 (Pub. L. 96-212), 8 U.S.C. 1522(c); 8 U.S.C. 1522(e)(7); section 501(a) of the Refugee Education Assistance Act of 1980 (Pub. L. 96-422), 8 U.S.C. 1522 note, insofar as it incorporates by reference with respect to Cuban and Haitian entrants the authorities pertaining to assistance for refugees established by section 412(c) of the INA, as cited above; and the Refugee Assistance Extension Act of 1986 (Pub. L. 99-605).

This announcement offers applicants the opportunity to implement alternative projects to test the feasibility of providing comprehensive resettlement services to newly arriving refugees<sup>1</sup> under a public/private-sector

<sup>1</sup> In addition to persons who meet all requirements of 45 CFR 400.43, "Requirements for documentation of refugee status", 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. 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 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

Continued