

not be used to support inherently religious activities such as religious instruction, worship, or proselytization. Therefore, organizations must take steps to separate, in time or location, their inherently religious activities from the services funded under this Program. Regulations pertaining to the Equal Treatment For Faith-Based Organizations, which includes the prohibition against Federal funding of inherently religious activities, can be found at either 45 CFR 87.1 or the HHS Web site at: <http://www.os.dhhs.gov/fbc/waisgate21.pdf>.

### 3. Reporting Requirements

Programmatic Reports: Semi-annually.

Financial Reports: Semi-annually.

Grantees will be required to submit program progress and financial reports (SF 269) throughout the project period. Program progress and financial reports are due 30 days after the reporting period. In addition, final programmatic and financial reports are due 90 days after the close of the project period.

### VII. Agency Contacts

#### Program Office Contact

William D. Riley, Family Violence Division, 330 C Street, SW., Switzer Building, Room 2117, Washington, DC 20447. Phone: 202-401-5529. E-mail: [wirley@acf.hhs.gov](mailto:wirley@acf.hhs.gov).

#### Grants Management Office Contact

Peter Thompson, Grants Officer, Administration on Children, Youth and Families, 330 C Street, SW., Switzer Building, Room 2070, Washington, DC 20447. Phone: 202-401-4608. E-mail: [PAThompson@acf.hhs.gov](mailto:PAThompson@acf.hhs.gov).

### VIII. Other Information

**Notice:** Beginning with FY 2006, the Administration for Children and Families (ACF) will no longer publish grant announcements in the **Federal Register**. Beginning October 1, 2005, applicants will be able to find a synopsis of all ACF grant opportunities and apply electronically for opportunities via: [www.Grants.gov](http://www.Grants.gov). Applicants will also be able to find the complete text of all ACF grant announcements on the ACF Web site located at: <http://www.acf.hhs.gov/grants/index.html>.

Please reference Section IV.3 for details about acknowledgement of received applications.

Dated: June 1, 2005.

**Joan E. Ohl,**

*Commissioner, Administration on Children, Youth & Families.*

#### Attachment A—Letter of Intent

Family Violence Prevention and Services Program

Family and Youth Services Bureau  
Administration on Children, Youth and Families  
Administration for Children and Families  
To Whom It May Concern:

I intend to apply for funds for the Demonstration of Enhanced Services to Children and Youth Who Have Been Exposed to Domestic Violence. These funds will be made through the Family Violence Prevention and Services Discretionary Program for Family and Youth Services Bureau.

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

Phone: \_\_\_\_\_

FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please fax to (202) 206-9333.

Please submit by June 29, 2005.

[FR Doc. 05-11297 Filed 6-7-05; 8:45 am]

**BILLING CODE 4184-01-P**

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Administration for Children and Families

#### Administration on Children, Youth and Families, Children's Bureau; Demonstration Projects That Improve Child Well-Being by Fostering Healthy Marriages Within Underserved Communities

*Announcement Type:* Initial.

*Funding Opportunity Number:* HHS-2005-ACF-ACYF-CA-0089.

*CFDA Number:* 93.670.

*Due Date for Applications:*

Application is due August 8, 2005.

*Executive Summary:* This funding announcement seeks proposals that improve child well-being by removing barriers to and strengthening family formation and healthy marriage in underserved communities. The Children's Bureau believes that by designing strategies to target funding for healthy marriage activities to community-based agencies in underserved communities where high rates of child protection and foster care resources are used, child well-being may be improved and the rate of children of color in foster care could be reduced. Projects will explore and

remove barriers to forming lasting families and healthy marriages as a means to promote the well-being of children and families who are at risk of entering, or are already in the child welfare system. Projects will also explore what particular services, delivery, and outreach efforts designed to support the formation and stability of healthy marriages are most effective at helping children and families in targeted communities.

Grantees must comply with applicable laws, including those that prohibit discrimination on the basis of race, color, national origin, disability, and age in their programs.

### I. Funding Opportunity Description

#### Priority Area 1: Demonstration Projects That Improve Child Well-Being by Fostering Healthy Marriages within Underserved Communities

#### 1. Description

This funding announcement seeks proposals that improve child well-being by removing barriers to and strengthening family formation and healthy marriage in underserved communities. The Children's Bureau believes that by designing strategies to target funding for healthy marriage activities to community-based agencies in underserved communities where high rates of child protection and foster care resources are used, child well-being may be improved and the rate of children of color in foster care could be reduced. Projects will explore and remove barriers to forming lasting families and healthy marriages as a means to promote the well-being of children and families who are at risk of entering, or are already in the child welfare system. Projects will also explore what particular services, delivery, and outreach efforts designed to support the formation and stability of healthy marriages are most effective at helping children and families in targeted communities.

Grantees must comply with applicable laws, including those that prohibit discrimination on the basis of race, color, national origin, disability, and age in their programs.

#### Background

The Administration for Children and Families (ACF) Healthy Marriage Initiative (HMI) seeks to improve child well-being by helping those who choose marriage for themselves to develop the skills and knowledge necessary to form and sustain healthy marriages. Research demonstrates the strong correlation between family structure and a family's social and economic well-being.

Congress, recognizing the fact that two-parent, married families represent the ideal environment for raising children, incorporated marriage, family formation and responsible fatherhood as key components in welfare reform legislation (the Temporary Assistance for Needy Families program), enacted in 1996. More information on the HMI is available at <http://www.acf.hhs.gov/healthymarriage/index.html>. The ACF HMI has recognized the importance of adapting these program components to address the unique needs of various cultures and to make them relevant to various underserved populations.

It has been widely known for decades that there is an over-representation of children of color in the child welfare system. In fact, over-representation extends to all the major public child serving systems. Yet, despite efforts to improve this situation, children of color continue to be over-represented in the child welfare system. For example, African American children make up 20 per cent of the nation's children, yet they make up 40 per cent of the foster care population. As the largest minority group, Hispanics were overrepresented in child welfare caseloads versus general population by 12.2 percent in Connecticut, 6 percent in Colorado, 6.1 percent in Massachusetts, and 4.9 percent in Rhode Island (2001 Child Welfare Outcomes Report). Native American children make up 1.1 per cent of the nation's children, but they make up 1.7 per cent of the foster care population (Fact Sheet 2: Racial Disproportionality in the Child Welfare System. The Annie E. Casey Foundation). Further, according to the results of the Child and Family Service Reviews, children of color were over-represented in the 2002 Foster Care Cases by a substantial margin. Even when children and families of color have the same characteristics as their Caucasian counterparts, research reveals differential treatment at virtually all points of the child welfare decision-making process including reporting, investigation, child placement, service provision, and permanency decision-making (Casey Fact Sheet). Clearly there is a need to address issues of over-representation if there is to be any substantial improvement in reducing these rates. Enhancing the array of prevention and family support services in communities may contribute to reducing the need for child welfare involvement.

By creating components of the Healthy Marriage Initiative that are adapted to the Hispanic and the African American communities, ACF has taken steps to begin to address the unique

needs of minority and underserved populations. Excerpts and references to these initiatives follow:

The African American Healthy Marriage Initiative (AAHMI) is a component of the ACF Healthy Marriage Initiative and more specifically promotes a culturally competent strategy for fostering healthy marriage and responsible fatherhood, improving child well-being, and strengthening families within the African American community. Cultural orientation, traditions, and practices form a diversity of beliefs, attitudes, interpersonal styles, and behaviors. Differences in age, race, ethnicity, gender, education, religious background, and socio-economic status can influence how people and organizations view and respond to ACF's healthy marriage activities.

AAHMI Goals and Objectives are to:

- Improve the well-being of African American children by increasing the proportion of African American children living in healthy, two-parent married households.
- Increase the proportion of healthy marriages in the African American community.
- Improve the overall well-being of the African American community.
- Develop and improve the capacity within the African American community to provide healthy marriage programs and services.

More information on the AAHMI is available at [http://www.acf.hhs.gov/healthymarriage/aa\\_hmi/AAHMI.html](http://www.acf.hhs.gov/healthymarriage/aa_hmi/AAHMI.html).

The Hispanic Healthy Marriage Initiative (HHMI) is another focused strategy within the ACF Healthy Marriage Initiative. The goal of the HHMI is to address the unique cultural, linguistic, demographic, and socio-economic needs of children and families in Hispanic communities.

ACF's targeted strategy to engage the Hispanic community in an effective, culturally appropriate healthy marriage initiative will:

- Increase awareness in the Hispanic community of the importance of the ACF Healthy Marriage Initiative.
- Promote collaboration with the Hispanic community and its leadership to design and inform an ongoing Hispanic Healthy Marriage Initiative strategy.
- Establish a base of receptivity and readiness in the Hispanic community.
- Develop a long term strategy to broaden Hispanic Healthy Marriage discussion, strategy, and action.

More information on the HHMI is available at [http://www.acf.hhs.gov/healthymarriage/about/hispanic\\_hm\\_initiative.html#mission](http://www.acf.hhs.gov/healthymarriage/about/hispanic_hm_initiative.html#mission).

The Children's Bureau is interested in supporting projects that contribute to understanding how removing barriers to and strengthening family formation and healthy marriage can contribute to improving child well-being and reducing over-representation of children of color in the child welfare system. Further, these projects will have the potential to inform the ACF Healthy Marriage Initiative with respect to the needs of particular underserved populations, and contribute to the array of prevention and family support services available to the target population. Through these projects, the Children's Bureau hopes to understand which particular services, delivery, and outreach efforts designed to support the formation and stability of healthy marriages are most effective at helping children and families in targeted communities.

**Note:** Activities funded under this funding announcement are demonstration projects. For the purposes of this program, a demonstration project is one that puts into place and tests new, unique or distinctive approaches for delivering services to a specific population. Demonstration projects may test whether a program or service that has proven successful in one location or setting can work in a different context. Demonstration projects may test a theory, idea, or method that reflects a new and different way of thinking about service delivery. Demonstration projects may be designed to address the needs of a very specific group of clients, or focus on one service component available to all clients. The scope of these projects may be broad and comprehensive or narrow and targeted to specific populations. A demonstration project must:

- (a) Develop and implement an evidence-based model with specific components or strategies that are based on theory, research, or evaluation data; or, replicate or test the transferability of successfully evaluated program models;
- (b) Determine the effectiveness of the model and its components or strategies using multiple measures of results; and
- (c) Produce detailed procedures and materials, based on the evaluation, that will contribute to and promote evidence-based strategies, practices and programs that may be used to guide replication or testing in other settings.

Projects funded under this announcement will be expected to:

1. Have the project fully functioning within 90 days following the notification of the grant award.
2. Participate if the Children's Bureau chooses to do a national evaluation or a technical assistance contract that relates to this funding announcement.
3. Submit all performance indicator data, program and financial reports in a timely manner, in recommended format

(to be provided), and submit the final report on disk or electronically using a standard word-processing program.

4. Submit a copy of the final report, the evaluation report, and any program products to the National Clearinghouse on Child Abuse and Neglect Information, 330 C Street, SW., Washington, DC 20447, within 90 days of project end date. This is in addition to the standard requirement that the final program and evaluation report must also be submitted to the Grants Management Specialist and the Federal Project Officer.

5. Allocate sufficient funds in the budget to:

(a) Provide for the project director, the evaluator and a child welfare representative to attend an annual 3-day grantees' meeting in Washington, DC,

(b) Provide for the project director, the evaluator and a child welfare representative to attend an early kickoff meeting for grantees funded under this priority area to be held within the first three months of the project (first year only) in Washington, DC; and

(c) Provide for 10–15 percent of the proposed budget to project evaluation.

ACF strongly encourages applicants to consult their local domestic violence coalition to learn more about the information and services they provide to the community.

#### Legislative Authority

The Promoting Safe and Stable Families Program (Section 430, Title IV–B, subpart 2, of the Social Security Act) (42 U.S.C. 629a)

The Child Abuse Prevention and Treatment Act Section 105 (b)(5) (42 U.S.C. 5106)

## II. Award Information

*Funding Instrument Type:* Grant.

*Anticipated Total Priority Area*

*Funding:* \$1,500,000.

*Anticipated Number of Awards:* 0 to 10.

*Ceiling on Amount of Individual Awards Per Budget Period:* \$150,000.

*Average Projected Award Amount Per Budget Period:* \$150,000.

*Length of Project Periods:* 48 month project with four 12 month budget periods.

In the first budget period, the maximum Federal share of each project is not to exceed \$150,000. The projects awarded will be for a project period of 48 months. The initial grant award will be for a 12-month budget period. The award of continuation beyond each 12-month budget period will be subject to the availability of funds, satisfactory progress on the part of the grantee, and a determination that continued funding

would be in the best interest of the government.

## III. Eligibility Information

### Eligible Applicants

State governments  
County governments  
City or township governments  
Special district governments  
Independent school districts

Non-profits having a 501(c)(3) status with the IRS, other than institutions of higher education and Non-profits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education.

### Additional Information on Eligibility

Applicants, and their partner organizations (if any), must have experience and background in working with children and families in the targeted minority community. Applicants or their partner organizations should have the experience and capability to provide healthy marriage services. Applicants must either be engaged in child welfare activities, or have a partnership with their local public child welfare agency, or they must be engaged in child welfare research. Applicants must have a demonstrated capacity to engage children and families in the targeted minority community who are at risk of entering, or are already in the child welfare system.

Collaborative efforts are acceptable, but applications should identify a primary applicant responsible for administering the grant. Applicants must be engaged in research or child welfare activities.

Faith-based and community organizations that meet all eligibility requirements are eligible to apply.

### 2. Cost Sharing/Matching

None.

### 3. Other

All applicants must have a Dun & Bradstreet number. On June 27, 2003 the Office of Management and Budget published in the **Federal Register** a new Federal policy applicable to all Federal grant applicants. The policy requires Federal grant applicants to provide a Dun & Bradstreet Data Universal Numbering System (DUNS) number when applying for Federal grants or cooperative agreements on or after October 1, 2003. The DUNS number will be required whether an applicant is submitting a paper application or using the government-wide electronic portal ([www.Grants.gov](http://www.Grants.gov)). A DUNS number will be required for every application for a

new award or renewal/continuation of an award, including applications or plans under formula, entitlement and block grant programs, submitted on or after October 1, 2003.

Please ensure that your organization has a DUNS number. You may acquire a DUNS number at no cost by calling the dedicated toll-free DUNS number request line on 1–866–705–5711 or you may request a number on-line at <http://www.dnb.com>.

Non-profit organizations applying for funding are required to submit proof of their non-profit status.

Proof of non-profit status is any one of the following:

- A reference to the applicant organization's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in the IRS Code.

- A copy of a currently valid IRS tax exemption certificate.

- A statement from a State taxing body, State attorney general, or other appropriate State official certifying that the applicant organization has a non-profit status and that none of the net earning accrue to any private shareholders or individuals.

- A certified copy of the organization's certificate of incorporation or similar document that clearly establishes non-profit status.

- Any of the items in the subparagraphs immediately above for a State or national parent organization and a statement signed by the parent organization that the applicant organization is a local non-profit affiliate.

When applying electronically we strongly suggest you attach your proof of non-profit status with your electronic application.

Private, non-profit organizations are encouraged to submit with their applications the survey located under "Grant Related Documents and Forms," "Survey for Private, Non-Profit Grant Applicants," titled, "Survey on Ensuring Equal Opportunity for Applicants," at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

### Disqualification Factors

Applications that exceed the ceiling amount will be considered non-responsive and will not be considered for funding under this announcement.

Any application received after 4:30 p.m. eastern time on the deadline date will not be considered for competition.

#### IV. Application and Submission Information

##### 1. Address To Request Application Package

ACYF Operations Center, The Dixon Group, ATTN: Children's Bureau, 118 Q St., NE., Washington, DC 20002-2132. Phone: 866-796-1591.

##### 2. Content and Form of Application Submission

###### Originals, Copies and Signatures

If submitting your application in paper format, an original and two copies of the complete application are required. The original and each of the two copies must include all required forms, certifications, assurances, and appendices, be signed by an authorized representative, have original signatures, and be submitted unbound.

Each application must contain the following items in the order listed:

Application for Federal Assistance (Standard Form 424). Follow the instructions below and those that accompany the form.

In Item 5 of Form 424, put DUNS number in "Organizational DUNS:" box.

In Item 5 of Form 424, include name, phone number, and, if available, email and fax numbers of the contact person.

In Item 8 of Form 424, check 'New.'

In Item 10 of Form 424, clearly identify the Catalog of Federal Domestic Assistance (CFDA) program title and number for the program for which funds are being requested as stated in this funding opportunity announcement.

In Item 11 of Form 424, identify the single funding opportunity the application addresses.

In Item 12 of Form 424, identify the specific geographic area to be served.

In Item 14 of Form 424, identify Congressional districts of both the applicant and project.

###### Budget Information Non-Construction Programs (Form 424A) and Budget Justification

Follow the instructions provided here and those in Section V. Application Review Information.

If applicable, applicants must include a completed SPOC certification (Single Point of Contact) with the date of the SPOC contact entered in line 16, page 1 of the Form 424.

*Proof of non-profit status* (if applicable). Please see Section III.3 Other Eligibility for ways to demonstrate non-profit status.

*Indirect cost rate agreement.* If claiming indirect costs, provide documentation that applicant currently has an indirect cost rate approved by the

Department of Health and Human Services (HHS) or another cognizant Federal agency.

*Letters of agreement and memoranda of understanding.* If applicable, include a letter of commitment or Memorandum of Understanding from each partner and/or sub-contractor describing their role, detailing specific tasks to be performed, and expressing commitment to participate if the proposed project is funded.

###### General Content and Form Information

The application limit is 75 pages total including all forms and attachments. Pages over this page limit will be removed from the application and will not be reviewed.

To be considered for funding, each application must be submitted with the Standard Federal Forms (provided at the end of this announcement or through the electronic links provided) and following the guidance provided. The application must be signed by an individual authorized to act for the applicant agency and to assume responsibility for the obligations imposed by the terms and conditions of the grant award.

The application must be typed, double spaced, printed on only one side, with at least 1/2 inch margins on each side and 1 inch at the top and bottom, using standard 12 Point fonts (such as Times New Roman or Courier). Pages must be numbered.

All copies of an application must be submitted in a single package, and a separate package must be submitted for each funding opportunity. The package must be clearly labeled for the specific funding opportunity it is addressing.

Because each application will be duplicated, do not use or include separate covers, binders, clips, tabs, plastic inserts, maps, brochures, or any other items that cannot be processed easily on a photocopy machine with an automatic feed. Do not bind, clip, staple, or fasten in any way separate subsections of the application, including supporting documentation; however, each complete copy must be stapled securely in the upper left corner. Applicants are advised that the copies of the application submitted, not the original, will be reproduced by the Federal government for review.

*Tips for Preparing a Competitive Application.* It is essential that applicants read the entire announcement package carefully before preparing an application and include all of the required application forms and attachments. The application must reflect a thorough understanding of the purpose and objectives of the applicable

legislation. Reviewers expect applicants to understand the goals of the legislation and the Children's Bureau's interest in each topic. A "responsive application" is one that addresses all of the evaluation criteria in ways that demonstrate this understanding. Applications that are considered to be "unresponsive" generally receive very low scores and are rarely funded.

The Children's Bureau's Web site (<http://www.acf.dhhs.gov/programs/cb>) provides a wide range of information and links to other relevant Web sites. Before you begin preparing an application, we suggest that you learn more about the mission and programs of the Children's Bureau by exploring the Web site.

*Organizing Your Application.* The specific evaluation criteria in Section V of this funding announcement will be used to review and evaluate each application. The applicant should address each of these specific evaluation criteria in the project description. Applicants should organize their project description in this sequence: (1) Objectives and Need for Assistance; (2) Approach; (3) Organizational Profiles; (4) Budget and Budget Justification; and should use the same headings as these criteria, so that reviewers can readily find information that directly addresses each of the specific review criteria.

*Project Evaluation Plan.* Project evaluations are very important. If you do not have the in-house capacity to conduct an objective, comprehensive evaluation of the project, then the Children's Bureau advises that you propose contracting with a third-party evaluator specializing in social science or evaluation, or a university or college, to conduct the evaluation. A skilled evaluator can assist you in designing a data collection strategy that is appropriate for the evaluation of your proposed project. Additional assistance may be found in a document titled "Program Manager's Guide to Evaluation." A copy of this document can be accessed at [http://www.acf.dhhs.gov/programs/opre/other\\_resrch/pm\\_guide\\_eval/reports/pmguid/pmguid\\_toc.html](http://www.acf.dhhs.gov/programs/opre/other_resrch/pm_guide_eval/reports/pmguid/pmguid_toc.html).

*Logic Model.* A logic model is a tool that presents the conceptual framework for a proposed project and explains the linkages among program elements. While there are many versions of the logic model, they generally summarize the logical connections among the needs that are the focus of the project, project goals and objectives, the target population, project inputs (resources), the proposed activities/processes/ outputs directed toward the target population, the expected short- and

long-term outcomes the initiative is designed to achieve, and the evaluation plan for measuring the extent to which proposed processes and outcomes actually occur. Information on the development of logic models is available on the Internet at <http://www.uwex.edu/ces/pdande/> or [http://www.extension.iastate.edu/cyfar/capbuilding/outcome/outcome\\_logicmdir.html](http://www.extension.iastate.edu/cyfar/capbuilding/outcome/outcome_logicmdir.html).

*Use of Human Subjects.* If your evaluation plan includes gathering data from or about clients, there are specific procedures which must be followed in order to protect their privacy and ensure the confidentiality of the information about them. Applicants planning to gather such data are asked to describe their plans regarding an Institutional Review Board (IRB) review. If applicable, applicants must include a completed Form 310, Protection of Human Subjects. For more information about use of human subjects and IRB's you can visit these web sites:

[http://www.hhs.gov/ohrp/irb/irb\\_chapter2.htm#d2](http://www.hhs.gov/ohrp/irb/irb_chapter2.htm#d2) and

<http://www.hhs.gov/ohrp/humansubjects/guidance/ictips.htm>.

You may submit your application to us in either electronic or paper format. To submit an application electronically, please use the <http://www.Grants.gov/Apply> site. If you use Grants.gov, you will be able to download a copy of the application package, complete it off-line, and then upload and submit the application via the Grants.gov site. ACF will not accept grant applications via email or facsimile transmission.

Please note the following if you plan to submit your application electronically via Grants.gov:

- Electronic submission is voluntary, but strongly encouraged.

- When you enter the Grants.gov site, you will find information about submitting an application electronically through the site, as well as the hours of operation. We strongly recommend that you do not wait until the application deadline date to begin the application process through Grants.gov.

- We recommend you visit Grants.gov at least 30 days prior to filing your application to fully understand the process and requirements. We encourage applicants who submit electronically to submit well before the closing date and time so that if difficulties are encountered, an applicant can still send in a hard copy overnight. If you encounter difficulties, please contact the Grants.gov Help Desk at 1-800-518-4276 to report the problem and obtain assistance with the system.

- To use Grants.gov, you, as the applicant, must have a DUNS Number and register in the Central Contractor Registry (CCR). You should allow a minimum of five days to complete the CCR registration.

- You will not receive additional point value because you submit a grant application in electronic format, nor will we penalize you if you submit an application in paper format.

- You may submit all documents electronically, including all information typically included on the SF 424 and all necessary assurances and certifications.

- Your application must comply with any page limitation requirements described in this program announcement.

- After you electronically submit your application, you will receive an automatic acknowledgement from Grants.gov that contains a Grants.gov tracking number. The Administration for Children and Families will retrieve your application from Grants.gov.

- We may request that you provide original signatures on forms at a later date.

- You may access the electronic application for this program on [www.Grants.gov](http://www.Grants.gov).

- You must search for the downloadable application package by the CFDA number.

Private, non-profit organizations are encouraged to submit with their applications the survey located under "Grant Related Documents and Forms," "Survey for Private, Non-Profit Grant Applicants," titled, "Survey on Ensuring Equal Opportunity for Applicants," at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

#### Standard Forms and Certifications

The project description should include all the information requirements described in the specific evaluation criteria outlined in the program announcement under Section V Application Review Information. In addition to the project description, the applicant needs to complete all the standard forms required for making applications for awards under this announcement.

Applicants seeking financial assistance under this announcement must file the Standard Form (SF) 424, Application for Federal Assistance; SF-424A, Budget Information—Non-Construction Programs; SF-424B, Assurances—Non-Construction Programs. The forms may be reproduced for use in submitting applications. Applicants must sign and return the standard forms with their application.

Applicants must furnish prior to award an executed copy of the Standard Form LLL, Certification Regarding Lobbying, when applying for an award in excess of \$100,000. Applicants who have used non-Federal funds for lobbying activities in connection with receiving assistance under this announcement shall complete a disclosure form, if applicable, with their applications (approved by the Office of Management and Budget under control number 0348-0046). Applicants must sign and return the certification with their application.

Applicants must also understand they will be held accountable for the smoking prohibition included within Public Law 103-227, Title XII Environmental Tobacco Smoke (also known as the PRO-KIDS Act of 1994). A copy of the **Federal Register** notice which implements the smoking prohibition is included with forms. By signing and submitting the application, applicants are providing the certification and need not mail back the certification with the application.

Applicants must make the appropriate certification of their compliance with all Federal statutes relating to nondiscrimination. By signing and submitting the applications, applicants are providing the certification and need not mail back the certification form. Complete the standard forms and the associated certifications and assurances based on the instructions on the forms. The forms and certifications may be found at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

Those organizations required to provide proof of non-profit status, please refer to Section III.3.

Please see Section V.1, for instructions on preparing the full project description.

#### 3. Submission Dates and Times

##### Explanation of Due Dates

The closing time and date for receipt of applications is 4:30 p.m. (Eastern Time Zone) on the date noted above. Mailed or hand carried applications received after 4:30 p.m. on the closing date will be classified as late.

Deadline: Mailed applications shall be considered as meeting an announced deadline if they are received on or before the deadline time and date at the ACYF Operations Center, c/o The Dixon Group, Inc., ATTN: Children's Bureau, 118 Q Street NE., Washington, DC 20002-2132. Applicants are responsible for mailing applications well in advance, when using all mail services, to ensure that the applications are

received on or before the deadline time and date.

Applications handcarried by applicants, applicant couriers, other representatives of the applicant, or by overnight/express mail couriers shall 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 ACYF Operations Center, c/o The Dixon Group, Inc., ATTN: Children's Bureau, 118 Q Street NE., Washington, DC 20002-2132, between Monday and Friday (excluding Federal holidays). This address must appear on the envelope/package containing the

application with the note. Applicants are cautioned that express/overnight mail services do not always deliver as agreed.

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. Any application received after 4:30 p.m. on the deadline date will not be considered for competition. Applicants using express/overnight mail services should allow two working days prior to the deadline date for receipt of applications. (Applicants are cautioned that express/

overnight mail services do not always deliver as agreed).

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

Checklist

You may use the checklist below as a guide when preparing your application package.

What to submit	Required content	Required form or format	When to submit
Project Abstract .....	See Sections IV.2 and V .....	Found in Sections IV.2 and V .....	By application due date.
Project Description .....	See Sections IV.2 and V .....	Found in Sections IV.2 and V .....	By application due date.
Budget Narrative/Justification .....	See Sections IV.2 and V .....	Found in Sections IV.2 and V .....	By application due date.
SF424 .....	See Section IV.2 .....	See <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.
SF-LLL Certification Regarding Lobbying.	See Section IV.2 .....	See <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By date of award.
Certification Regarding Environmental Tobacco Smoke.	See Section IV.2 .....	See <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By date of award.
Assurances .....	See Section IV.2 .....	Found in Section IV.2 .....	By date of award.
SF424A .....	See Section IV.2 .....	See <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.
SF424B .....	See Section IV.2 .....	See <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.
Proof of Non-Profit Status (if applicable).	See Section III.3 .....	Found in Section III.3 .....	By date of award.
Indirect Cost rate Agreement, if applicable.	See Section IV .....	Format described in IV .....	By application due date.
Letters of commitment from partner organizations, if applicable.	See Section IV .....	Format described in IV .....	By time of award.

Additional Forms

Private, non-profit organizations are encouraged to submit with their

applications the survey located under "Grant Related Documents and Forms," "Survey for Private, Non-Profit Grant Applicants," titled, "Survey on

Ensuring Equal Opportunity for Applicants," at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

What to submit	Required content	Location	When to submit
Survey for Private, Non-Profit Grant Applicants.	See form .....	Found in <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.

4. Intergovernmental Review

State Single Point of Contact (SPOC)

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.

As of October 1, 2004, the following jurisdictions have elected to participate in the Executive Order process:

Arkansas, California, Delaware, District of Columbia, Florida, Georgia, Illinois, Iowa, Kentucky, Maine, Maryland, Michigan, Mississippi, Missouri, Nevada, New Hampshire, New Mexico, New York, North Dakota, Rhode Island, South Carolina, Texas, Utah, West Virginia, Wisconsin, American Samoa, Guam, North Mariana Islands, Puerto Rico, and Virgin Islands. As these jurisdictions have elected to participate in the Executive Order process, they have established SPOCs. Applicants from participating jurisdictions should contact their SPOC, as soon as possible, to alert them of prospective applications and receive instructions. Applicants

must submit all required materials, if any, to the SPOC and 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 the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Grants Management, Division of Discretionary Grants, 370 L'Enfant Promenade SW., 4th floor, Washington, DC 20447.

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, 370 L'Enfant Promenade, SW., Washington, DC 20447.

Although the remaining jurisdictions have chosen not to participate in the process, entities that meet the eligibility requirements of the program are still eligible to apply for a grant even if a State, Territory, Commonwealth, etc. does not have a SPOC. Therefore, applicants from these jurisdictions, or for projects administered by federally-recognized Indian Tribes, need take no action in regard to E.O. 12372.

The official list, including addresses, of the jurisdictions elected to participate in E.O. 12372 can be found on the following URL: <http://www.whitehouse.gov/omb/grants/spoc.html>.

#### 5. Funding Restrictions

Grant awards will not allow reimbursement of pre-award costs.

Construction is not an allowable activity or expenditure under this solicitation.

Applicants should note that grants to be awarded under this program announcement are subject to the availability of funds. The size of the actual awards will vary.

#### 6. Other Submission Requirements

**Submission by Mail:** An applicant must provide an original application with all attachments, signed by an authorized representative and two copies. Please see Section IV.3 for an explanation of due dates. Applications should be mailed to: ACYF Operations Center, The Dixon Group, Attention: Children's Bureau, 118 Q St. NE., Washington, DC 20002-2132.

**Hand Delivery:** An applicant must provide an original application with all attachments signed by an authorized representative and two copies. The application must be received at the address below by 4:30 p.m. eastern time on or before the closing date. Applications that are hand delivered will be accepted between the hours of

8 a.m. to 4:30 p.m. eastern time, Monday through Friday. Applications should be delivered to: ACYF Operations Center, The Dixon Group, Attention: Children's Bureau, 118 Q St. NE., Washington, DC 20002-2132.

**Electronic Submission:** <http://www.Grants.gov> Please see Section IV.2 for guidelines and requirements when submitting applications electronically.

#### V. Application Review Information

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

Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed and reviewing the collection information.

The project description is approved under OMB control number 0970-0139 which expires 4/30/2007.

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.

##### 1. Criteria

The following are instructions and guidelines on how to prepare the "project summary/abstract" and "full project description" sections of the application. Under the evaluation criteria section, note that each criterion is preceded by the generic evaluation requirement under the ACF Uniform Project Description (UPD).

##### The Project Description Overview Purpose

The project description provides a major means by which an application is evaluated and ranked to compete with other applications for available assistance. The project description should be concise and complete and should address the activity for which Federal funds are being requested. Supporting documents should be included where they can present information clearly and succinctly. In preparing your project description, information responsive to each of the requested evaluation criteria must be provided. Awarding offices use this and other information in making their funding recommendations. It is important, therefore, that this information be included in the application in a manner that is clear and complete.

##### General Instructions

ACF is particularly interested in specific project descriptions that focus

on outcomes and convey strategies for achieving intended performance. Project descriptions are evaluated on the basis of substance and measurable outcomes, not length. Extensive exhibits are not required. Cross-referencing should be used rather than repetition. Supporting information concerning activities that will not be directly funded by the grant or information that does not directly pertain to an integral part of the grant funded activity should be placed in an appendix. Pages should be numbered and a table of contents should be included for easy reference.

##### Introduction

Applicants required to submit a full project description shall prepare the project description statement in accordance with the following instructions while being aware of the specified evaluation criteria. The text options give a broad overview of what your project description should include while the evaluation criteria identifies the measures that will be used to evaluate applications.

##### Project Summary/Abstract

Provide a summary of the project description (a page or less) with reference to the funding request.

##### Objectives and Need for Assistance

Clearly identify the physical, economic, social, financial, institutional, and/or other problem(s) requiring a solution. The need for assistance must be demonstrated and the principal and subordinate objectives of the project must be clearly stated; supporting documentation, such as letters of support and testimonials from concerned interests other than the applicant, may be included. Any relevant data based on planning studies should be included or referred to in the endnotes/footnotes. Incorporate demographic data and participant/beneficiary information, as needed. In developing the project description, the applicant may volunteer or be requested to provide information on the total range of projects currently being conducted and supported (or to be initiated), some of which may be outside the scope of the program announcement.

##### Approach

Outline a plan of action that describes the scope and detail of how the proposed work will be accomplished. Account for all functions or activities identified in the application. Cite factors that might accelerate or decelerate the work and state your reason for taking the proposed approach rather than

others. Describe any unusual features of the project such as design or technological innovations, reductions in cost or time, or extraordinary social and community involvement.

Provide quantitative monthly or quarterly projections of the accomplishments to be achieved for each function or activity in such terms as the number of people to be served and the number of activities accomplished. When accomplishments cannot be quantified by activity or function, list them in chronological order to show the schedule of accomplishments and their target dates.

If any data is to be collected, maintained, and/or disseminated, clearance may be required from the U.S. Office of Management and Budget (OMB). This clearance pertains to any "collection of information that is conducted or sponsored by ACF."

List organizations, cooperating entities, consultants, or other key individuals who will work on the project, along with a short description of the nature of their effort or contribution.

#### Organizational Profiles

Provide information on the applicant organization(s) and cooperating partners, such as organizational charts, financial statements, audit reports or statements from CPAs/Licensed Public Accountants, Employer Identification Numbers, names of bond carriers, contact persons and telephone numbers, child care licenses and other documentation of professional accreditation, information on compliance with Federal/State/local government standards, documentation of experience in the program area, and other pertinent information. If the applicant is a non-profit organization, submit proof of non-profit status in its application.

The non-profit agency can accomplish this by providing: (a) A reference to the applicant organization's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in the IRS Code; (b) a copy of a currently valid IRS tax exemption certificate, (c) a statement from a State taxing body, State attorney general, or other appropriate State official certifying that the applicant organization has a non-profit status and that none of the net earnings accrue to any private shareholders or individuals; (d) a certified copy of the organization's certificate of incorporation or similar document that clearly establishes non-profit status, (e) any of the items immediately above for a State or national parent organization and a statement signed by the parent

organization that the applicant organization is a local non-profit affiliate.

#### Budget and Budget Justification

Provide a budget with line item detail and detailed calculations for each budget object class identified on the Budget Information form. Detailed calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. Also include a breakout by the funding sources identified in Block 15 of the SF-424.

Provide a narrative budget justification that describes how the categorical costs are derived. Discuss the necessity, reasonableness, and allocability of the proposed costs.

#### General

Use the following guidelines for preparing the budget and budget justification. Both Federal and non-Federal resources shall be detailed and justified in the budget and narrative justification. "Federal resources" refers only to the ACF grant for which you are applying. "Non Federal resources" are all other Federal and non-Federal resources. It is suggested that budget amounts and computations be presented in a columnar format: first column, object class categories; second column, Federal budget; next column(s), non-Federal budget(s), and last column, total budget. The budget justification should be a narrative.

#### Personnel

*Description:* Costs of employee salaries and wages.

*Justification:* Identify the project director or principal investigator, if known. For each staff person, provide the title, time commitment to the project (in months), time commitment to the project (as a percentage or full-time equivalent), annual salary, grant salary, wage rates, etc. Do not include the costs of consultants or personnel costs of delegate agencies or of specific project(s) or businesses to be financed by the applicant.

#### Fringe Benefits

*Description:* Costs of employee fringe benefits unless treated as part of an approved indirect cost rate.

*Justification:* Provide a breakdown of the amounts and percentages that comprise fringe benefit costs such as health insurance, FICA, retirement insurance, taxes, etc.

#### Travel

*Description:* Costs of project-related travel by employees of the applicant organization (does not include costs of consultant travel).

*Justification:* For each trip, show the total number of traveler(s), travel destination, duration of trip, per diem, mileage allowances, if privately owned vehicles will be used, and other transportation costs and subsistence allowances. Travel costs for key staff to attend ACF-sponsored workshops should be detailed.

#### Equipment

*Description:* "Equipment" means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost which equals or exceeds the lesser of (a) the capitalization level established by the organization for the financial statement purposes, or (b) \$5,000. (**Note:** Acquisition cost means the net invoice unit price of an item of equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Ancillary charges, such as taxes, duty, protective in-transit insurance, freight, and installation shall be included in or excluded from acquisition cost in accordance with the organization's regular written accounting practices.)

*Justification:* For each type of equipment requested, provide a description of the equipment, the cost per unit, the number of units, the total cost, and a plan for use on the project, as well as use or disposal of the equipment after the project ends. An applicant organization that uses its own definition for equipment should provide a copy of its policy or section of its policy which includes the equipment definition.

#### Supplies

*Description:* Costs of all tangible personal property other than that included under the Equipment category.

*Justification:* Specify general categories of supplies and their costs. Show computations and provide other information which supports the amount requested.

#### Contractual

*Description:* Costs of all contracts for services and goods except for those that belong under other categories such as equipment, supplies, construction, etc. Include third party evaluation contracts (if applicable) and contracts with secondary recipient organizations, including delegate agencies and specific



project(s) or businesses to be financed by the applicant.

Justification: Demonstrate that all procurement transactions will be conducted in a manner to provide, to the maximum extent practical, open and free competition. Recipients and subrecipients, other than States that are required to use Part 92 procedures, must justify any anticipated procurement action that is expected to be awarded without competition and exceed the simplified acquisition threshold fixed at 41 U.S.C. 403(11) (currently set at \$100,000).

Recipients might be required to make available to ACF pre-award review and procurement documents, such as request for proposals or invitations for bids, independent cost estimates, etc.

**Note:** Whenever the applicant intends to delegate part of the project to another agency, the applicant must provide a detailed budget and budget narrative for each delegate agency, by agency title, along with the required supporting information referred to in these instructions.

#### Other

Enter the total of all other costs. Such costs, where applicable and appropriate, may include but are not limited to insurance, food, medical and dental costs (noncontractual), professional services costs, space and equipment rentals, printing and publication, computer use, training costs, such as tuition and stipends, staff development costs, and administrative costs.

Justification: Provide computations, a narrative description and a justification for each cost under this category.

#### Indirect Charges

Description: Total amount of indirect costs. This category should be used only when the applicant currently has an indirect cost rate approved by the Department of Health and Human Services (HHS) or another cognizant Federal agency.

Justification: An applicant that will charge indirect costs to the grant must enclose a copy of the current rate agreement. If the applicant organization is in the process of initially developing or renegotiating a rate, upon notification that an award will be made, it should immediately develop a tentative indirect cost rate proposal based on its most recently completed fiscal year, in accordance with the cognizant agency's guidelines for establishing indirect cost rates, and submit it to the cognizant agency. Applicants awaiting approval of their indirect cost proposals may also request indirect costs. When an indirect cost rate is requested, those costs included in the indirect cost pool

should not also be charged as direct costs to the grant. Also, if the applicant is requesting a rate which is less than what is allowed under the program, the authorized representative of the applicant organization must submit a signed acknowledgement that the applicant is accepting a lower rate than allowed.

#### Evaluation Criteria

The following evaluation criteria appear in weighted descending order. The corresponding score values indicate the relative importance that ACF places on each evaluation criterion; however, applicants need not develop their applications precisely according to the order presented. Application components may be organized such that a reviewer will be able to follow a seamless and logical flow of information (*i.e.*, from a broad overview of the project to more detailed information about how it will be conducted).

In considering how applicants will carry out the responsibilities addressed under this announcement, competing applications for financial assistance will be reviewed and evaluated against the following criteria:

#### Approach 50 Points

In reviewing the approach, the following factors will be considered: (50 points)

(1) The extent to which there is a sound timeline for effectively implementing the proposed project, including major milestones and target dates. The extent to which the applicant would complete the development and implementation of the project in a timely manner and conduct a thorough evaluation of its effectiveness within the 4 year project time frame.

(2) The extent to which the applicant proposes a sound strategy for identifying and engaging a substantial number of target population children and families who are at risk of entering, or are already in the child welfare system. The extent to which the applicant can effectively demonstrate that they have adequate knowledge of the information and services provided by domestic violence coalitions within their community.

(3) The extent to which the proposed project would improve child well-being and reduce the over-representation of children of color in the child welfare system, by removing barriers to and strengthening family formation and healthy marriage in the targeted community. The extent to which specific measurable outcomes will occur as a result of the proposed project. The extent to which there will be a strong

relationship between the proposed project and improved outcomes for the targeted population of children and families who are at risk of entering, or are already in the child welfare system.

(4) The extent to which the proposed project would develop strong and effective partnerships with the appropriate child welfare agencies, targeted community organizations, community agencies, etc., to further the goal of improving child well-being and reducing the over-representation of children of color in the child welfare system through healthy marriage related activities. The extent to which the proposed project would utilize community partnerships and/or collaborations in providing community supports. The extent to which the proposed project would build on and partner with other ACF marriage initiatives in the applicant's location (if applicable). The extent to which there are appropriate letters of commitment from these partner organizations.

(5) The extent to which the application demonstrates a thorough understanding of the challenges to improving child well-being and reducing the over-representation of children of color in the child welfare system, by removing barriers to and strengthening family formation and healthy marriage in the targeted community. The extent to which the application demonstrates a thorough understanding of the challenges that the proposed project will have in promoting the well-being of children in targeted families through healthy marriage activities. The extent to which the applicant provides a sound plan explaining how the project would successfully overcome these challenges.

(6) The extent to which the proposed project will provide culturally competent services to the targeted population. The extent to which the proposed project would inform the ACF Healthy Marriage Initiative with respect to the particular needs of the target population, and identify particular services, delivery, and outreach that are most effective at helping children and families in targeted communities.

(7) The extent to which the project's evaluation plan would measure achievement of project objectives, customer satisfaction, acquisition of competencies, effectiveness of program services and project strategies, the efficiency of the implementation process, and the impact of the project. The extent to which the methods of evaluation would provide performance feedback, support periodic assessment of program progress and provide a sound basis for program adjustments

(e.g., using AFCARS data to assist in identifying the target population and establishing a baseline for evaluation purposes). The extent to which the proposed evaluation plan would be likely to yield useful findings or results about effective strategies, and contribute to and promote evaluation research and evidence-based practices that could be used to guide replication or testing in other settings. The extent to which applicants that do not have the in-house capacity to conduct an objective, comprehensive evaluation of the project present a sound plan for contracting with a third-party evaluator specializing in social science or evaluation, or a university or college to conduct the evaluation.

(8) The extent to which there is a sound plan for documenting project activities and results, including the development of a data collection infrastructure that is sufficient to support a methodologically sound and thorough evaluation. The extent to which relevant data would be collected. The extent to which there is a sound plan for collecting these data, securing informed consent and implementing an Institutional Review Board (IRB) review, if applicable.

(9) The extent to which there is a sound plan for developing useful products during the proposed project and a reasonable schedule for developing these products. The extent to which the intended audience (e.g., researchers, policymakers, and practitioners) for product dissemination is comprehensive and appropriate. The extent to which the dissemination plan includes appropriate mechanisms and forums that would effectively convey the information and support successful replication by other interested agencies.

(10) The extent to which there is a sound plan for continuing this project beyond the period of Federal funding.

#### Organizational Profiles 20 Points

In reviewing the organizational profiles, the following factors will be considered: (20 points)

(1) The extent to which the application evidences sufficient experience and expertise in culturally competent service delivery involving the targeted population; in removing barriers to and strengthening family formation and healthy marriage; in providing healthy marriage services to promote the well-being of children; in collaboration with child welfare agencies and other appropriate entities; and in administration, development, implementation, management, and evaluation of similar projects. The extent to which each participating

organization (including partners and/or subcontractors) possesses the organizational capability to fulfill their assigned roles and functions effectively (if the application involves partnering and/or subcontracting with other agencies/organizations) in serving the targeted population.

(2) The extent to which the proposed project director and key project staff possess sufficient relevant knowledge, experience and capabilities to implement and manage a project of this size, scope and complexity effectively (e.g., resume). The extent to which the role, responsibilities and time commitments of each proposed project staff position, including consultants, subcontractors and/or partners, are clearly defined and appropriate to the successful implementation of the proposed project with respect to serving the targeted population.

(3) The extent to which there is a sound management plan for achieving the objectives of the proposed project on time and within budget, including clearly defined responsibilities, timelines and milestones for accomplishing project tasks and ensuring quality. The extent to which the plan clearly defines the role and responsibilities of the lead agency. The extent to which the plan clearly describes the effective management and coordination of activities carried out by any partners, subcontractors and consultants (if applicable). The extent to which there would be a mutually beneficial relationship between the proposed project and other work planned, anticipated or underway with Federal assistance by the applicant.

#### Objectives and Need for Assistance 20 Points

In reviewing the objectives and need for assistance, the following factors will be considered: (20 points)

(1) The extent to which the application demonstrates a thorough understanding (e.g., a literature review and their own experience) of the need to improve child well-being and reduce the over-representation of children of color in the Child Welfare System, by removing barriers to and strengthening family formation and healthy marriage in the targeted community. The extent to which the proposed project will contribute to meeting those needs.

(2) The extent to which the applicant demonstrates a thorough understanding (e.g., a literature review and their own or partner organization's experience) of the need for providing healthy marriage services to promote the well-being of children and families in the target population who are at risk of entering,

or are already in the child welfare system. The extent to which the proposed project will contribute to meeting those needs.

(3) The extent to which the applicant clearly identifies the boundaries of the community to be served and provides appropriate demographics and statistics (e.g., data from their State's Child and Family Service Review) identifying the children and families to be served by the project. The extent to which the applicant demonstrates that these children and families are at risk of entering, or are already in the child welfare system. The extent to which the applicant demonstrates that the targeted population it intends to serve is appropriate to the objectives of this funding announcement.

(4) The extent to which the application presents a thorough review of the relevant literature that reflects a clear understanding of the research on best practices and promising approaches as it relates to the proposed project. The extent to which the review of the literature sets a sound context and rationale for the project. The extent to which it provides evidence that the proposed project is innovative and, if successfully implemented and evaluated, likely to contribute to the knowledge base on improving child well-being and reducing the over-representation of children of color in the Child Welfare System, by removing barriers to and strengthening family formation and healthy marriage in the targeted community.

(5) The extent to which the application presents a clear vision for the proposed project. The extent to which the applicant makes a clear statement of the goals (end products of an effective project) and objectives (measurable steps for reaching these goals) of the proposed project. The extent to which these goals and objectives closely relate to the needs of targeted children and families who are at risk of entering, or are already in the child welfare system.

(6) The extent to which the lessons learned through the proposed project would benefit policy, practice and theory development in addressing the needs of targeted children and families who are at risk of entering, or are already in the child welfare system.

#### Budget and Budget Justification 10 Points

In reviewing the budget and budget justification, the following factors will be considered: (10 points)

(1) The extent to which the costs of the proposed project are clearly identified, justified, reasonable and

appropriate, in view of the activities to be conducted and expected results and benefits.

(2) The extent to which the applicant's fiscal controls and accounting procedures would ensure prudent use, proper and timely disbursement and accurate accounting of funds received under this program announcement.

## 2. Review and Selection Process

No grant award will be made under this announcement on the basis of an incomplete application.

Since ACF will be using non-Federal reviewers in the review process, applicants have the option of omitting from the application copies (not the original) of specific salary rates or amounts for individuals specified in the application budget.

A panel of at least three reviewers (primarily experts from outside the Federal government) will use the evaluation criteria described in this announcement to evaluate each application. The reviewers will determine the strengths and weaknesses of each application, provide comments about the strengths and weaknesses and give each application a numerical score.

The results of the competitive review are a primary factor in making funding decisions. In addition, Federal staff conducts administrative reviews of the applications and, in light of the results of the competitive review, will recommend applications for funding to the ACYF Commissioner. ACYF may also solicit and consider comments from ACF Regional Office staff in making funding decisions. ACYF may take into consideration the involvement (financial and/or programmatic) of the private sector, national, or State or community foundations; a favorable balance between Federal and non-Federal funds for the proposed project (if applicable); or the potential for high benefit from low Federal investment. ACYF may elect not to fund any applicants having known management, fiscal, reporting, programmatic, or other problems which make it unlikely that they would be able to provide effective services or effectively complete the proposed activity.

With the results of the peer review and the information from Federal staff, the Commissioner of ACYF makes the final funding decisions. The Commissioner may give special consideration to applications proposing services of special interest to the Government and to achieve geographic distributions of grant awards. Applications of special interest may include, but are not limited to,

applications focusing on unserved or inadequately served clients or service areas and programs addressing diverse ethnic populations.

## Approved But Unfunded Applications

Applications that are approved but unfunded may be held over for funding in the next funding cycle, pending the availability of funds, for a period not to exceed one year.

## 3. Anticipated Announcement and Award Dates

Applications will be reviewed in the summer of 2005. Grant awards will have a start date no later than September 30, 2005.

## VI. Award Administration Information

### 1. Award Notices

The successful applicants will be notified through the issuance of a Financial Assistance Award document which sets forth the amount of funds granted, the terms and conditions of the grant, the effective date of the grant, the budget period for which initial support will be given, the non-Federal share to be provided (if applicable), and the total project period for which support is contemplated. The Financial Assistance Award will be signed by the Grants Officer and transmitted via postal mail.

Organizations whose applications will not be funded will be notified in writing.

### 2. Administrative and National Policy Requirements

Direct Federal grants, sub-award funds, or contracts under this CB Demonstration Projects that Improve Child Well-Being by Fostering Healthy Marriages Within Underserved Communities program shall not be used to support inherently religious activities such as religious instruction, worship, or proselytization. Therefore, organizations must take steps to separate, in time or location, their inherently religious activities from the services funded under this Program. Regulations pertaining to the Equal Treatment For Faith-Based Organizations, which includes the prohibition against Federal funding of inherently religious activities, can be found at either 45 CFR 87.1 or the HHS Web site at <http://www.os.dhhs.gov/fbci/waisgate21.pdf>.

45 CFR Part 74 and 45 CFR Part 92

Grantees are subject to the requirements in 45 CFR Part 74 (non-governmental) or 45 CFR Part 92 (governmental) as well as 45 CFR Part 87.

## 3. Reporting Requirements

All grantees are required to submit semi-annual (quarterly or annual) program reports; grantees are also required to submit semi-annual expenditure reports using the required financial standard form (SF-269) which can be found at the following URL: <http://www.acf.hhs.gov/programs/ofsf/forms.htm>.

Final reports are due 90 days after the end of the grant period.

Programmatic Reports: Semi-annually.

Financial Reports: Semi-annually.

Grantees will be required to submit program progress reports and financial reports (SF269) throughout the project period. Program progress and financial reports are due 30 days after the reporting period. In addition, final programmatic and financial reports are due 90 days after the close of the project period.

## VII. Agency Contacts

### Program Office Contact

Julie Lee, Children's Bureau, 330 C St. SW., Washington, DC 20447. Phone: 202-205-8640. E-mail: [jlee@acf.hhs.gov](mailto:jlee@acf.hhs.gov).

### Grants Management Office Contact

Peter Thompson, Grants Officer, Administration for Children and Families, Children's Bureau, 330 C Street, SW., Room 2070, Washington, DC 20447. Phone: 202-401-4608. E-mail: [pthompson@acf.hhs.gov](mailto:pthompson@acf.hhs.gov).

## VIII. Other Information

*Notice:* Beginning with FY 2006, the Administration for Children and Families (ACF) will no longer publish grant announcements in the **Federal Register**. Beginning October 1, 2005 applicants will be able to find a synopsis of all ACF grant opportunities and apply electronically for opportunities via: [www.Grants.gov](http://www.Grants.gov). Applicants will also be able to find the complete text of all ACF grant announcements on the ACF Web site located at: <http://www.acf.hhs.gov/grants/index.html>.

Additional information about this program and its purpose can be located on the following Web sites: <http://www.acf.hhs.gov/programs/cb/>.

For general questions regarding this announcement please contact: ACYF Operations Center, The Dixon Group ATTN: Children's Bureau, 118 Q Street, NE., Washington DC 20002-2132. Telephone: 866-796-1591.

Applicants will not be sent acknowledgements of received applications.

Dated: June 2, 2005.

Joan E. Ohl,

Commissioner, Administration on Children,  
Youth and Families.

[FR Doc. 05-11298 Filed 6-7-05; 8:45 am]

BILLING CODE 4184-01-P

## DEPARTMENT OF HOMELAND SECURITY

### Homeland Security Advisory Council

[Docket No. DHS-2005-0042]

#### Notice

**AGENCY:** The Homeland Security Advisory Council, Office of the Secretary, Department of Homeland Security.

**ACTION:** Notice of Federal Advisory Committee meeting.

**SUMMARY:** The Homeland Security Advisory Council (HSAC) will meet in partially closed session on Thursday, June 23, 2005. The HSAC will meet for purposes of receiving reports and briefings, and holding member deliberations. The HSAC will receive reports from the Private Sector Information Sharing Task Force, the Critical Infrastructure Task Force, and the Prevention of the Entry of Weapons of Mass Effect on American Soil Task Force. The HSAC will also hold roundtable deliberations and discussions among HSAC members.

**DATES:** This meeting will be held in Washington, DC on Thursday, June 23, 2005.

**ADDRESSES:** If you desire to submit comments, they must be submitted by June 15, 2005. Comments must be identified by DHS-2005-0042 and may be submitted by one of the following methods:

- EPA Federal Partner EDOCKET Web Site: <http://www.epa.gov/feddoCKET>. Follow instructions for submitting comments on the Web site.
- E-mail: [HSAC@dhs.gov](mailto:HSAC@dhs.gov). Include docket number in the subject line of the message.
- Fax: (202) 772-9718.
- Mail: Katie Knapp, Homeland Security Advisory Council, Department of Homeland Security, Washington, DC 20528.

*Docket:* For access to the docket to read background documents or comments received, go to <http://www.epa.gov/feddoCKET>.

**FOR FURTHER INFORMATION CONTACT:** Katie Knapp, Homeland Security Advisory Council, Washington, DC 20528, (202) 692-4283, [HSAC@dhs.gov](mailto:HSAC@dhs.gov).

**SUPPLEMENTARY INFORMATION:** Notice of this meeting is given under the Federal

Advisory Committee Act (FACA), Public Law 92-463, as amended (5 U.S.C. app. 1, *et seq.*).

#### Meeting Format

This meeting will be partially closed; the open portions of the meeting for purposes of receiving the Task Force reports listed above will be held at the Park Hyatt, 24th and M Streets, NW., Washington, DC, from 10 a.m. to 12 p.m. The portions of the meeting closed for the purposes of the detailed briefings will be held at The Park Hyatt from 8 a.m. to 10 a.m. and from 12 p.m. to 1:15 p.m. A closed session will then be held at the Department of Homeland Security Headquarters from 2 p.m. to 5 p.m.

#### Public Attendance

A limited number of members of the public may register to attend the public session on a first-come, first-served basis per the procedures that follow. Security requires that any member of the public who wishes to attend the public session provide his or her name and date of birth no later than 5 p.m., e.s.t., on June 15, 2005, to the Agency Official (listed above) via e-mail at [HSAC@dhs.gov](mailto:HSAC@dhs.gov) or via phone at (202) 692-4283. Persons with disabilities who require special assistance should indicate so in their admittance request and are encouraged to indicate their desires to attend and anticipated special needs as early as possible. Photo identification will be required for entry into the public session, and everyone in attendance must be present and seated by 9:45 a.m.

*Basis for Closure:* In accordance with section 10 (d) of FACA, the Secretary has issued a determination that the closed portions of this HSAC meeting will be addressing specific law enforcement issues and classified information which, if disclosed, would be likely to significantly frustrate implementation of a proposed agency action which has not been disclosed to the public nor is required by law to be disclosed to the public. Accordingly, the Secretary has determined that these portions of the meeting shall be closed pursuant to 5 U.S.C. App. 10(d) and 5 U.S.C. 552b(c).

Dated: June 3, 2005.

Michael Chertoff,

Secretary.

[FR Doc. 05-11436 Filed 6-7-05; 8:45 am]

BILLING CODE 4410-10-P

## DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4974-N-01]

### Notice of Proposed Information Collection: Comment Request; Ginnie Mae Mortgage-Backed Securities Guide 5500.3, Revision 1 (Forms and Electronic Data Submissions)

**AGENCY:** Office of the President of Government National Mortgage Association (Ginnie Mae), HUD.

**ACTION:** Notice.

**SUMMARY:** The proposed information collection requirement described below will be submitted to the Office of Management and Budget (OMB) for review, as required by the Paperwork Reduction Act. The Department is soliciting public comments on the subject proposal.

**DATES:** *Comments Due Date:* August 8, 2005.

**ADDRESSES:** Interested persons are invited to submit comments regarding this proposal. Comments should refer to the proposal by name and/or OMB Control Number and should be sent to:

Wayne Eddins, AYO, Reports Management Officer, Department of Housing and Urban Development, 451 7th Street SW., L'Enfant Plaza Bldg., Rm. 800a, Washington, DC 20410; fax: 202-708-3135; e-mail [Wayne\\_Eddins@HUD.gov](mailto:Wayne_Eddins@HUD.gov).

**FOR FURTHER INFORMATION CONTACT:** Debra Murphy, Ginnie Mae, 451 7th Street, SW., Room B-133, Washington, DC 20410; e-mail: [Debra\\_L\\_Murphy@hud.gov](mailto:Debra_L_Murphy@hud.gov); telephone (202) 475-4923; fax: 202-485-0225 (this is not a toll-free number) or the Ginnie Mae Web site at <http://www.ginniemae.gov> for copies of the proposed forms and other available information.

**SUPPLEMENTARY INFORMATION:** The Department will submit the proposed information collection to OMB for review, as required by the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35, as amended).

This Notice is soliciting comments from members of the public and affecting agencies concerning the proposed collection of information to: (1) Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (2) Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information; (3) Enhance the quality,