

31, 1998 (USITC publication 3139). The fifth and final report in this series will be submitted in October 1999.

**FOR FURTHER INFORMATION CONTACT:** Constance A. Hamilton, Office of Economics (202-205-3263), or William Gearhart, Office of the General Counsel (202-205-3091) for information on legal aspects. The media should contact Margaret O'Laughlin, Office of External Relations (202-205-1819). Hearing impaired individuals are advised that information on this matter can be obtained by contacting the TDD terminal on 202-205-1810.

**SUPPLEMENTARY INFORMATION:**

**Background**

Section 134 of the Uruguay Round agreements Act (URAA), PL. 103-465, directed the President to develop a comprehensive trade and development policy of the countries of Africa and to report to the Congress annually over the next 5 years on the steps taken to carry out that mandate. The Statement of Administrative Action that was approved by the Congress with the URAA provided for the President to direct the ITC to submit within 12 months following the enactment of the URAA into law, and annually for the 5 years thereafter, a report providing (1) an analysis of U.S.-African trade flows, and (2) an assessment of any effects of the Uruguay Round Agreements and of U.S. trade and development policy for Africa on such trade flows.

The fifth annual report on U.S.-African trade flows and effects of U.S. trade and development policy will contain the following information:

1. An update of U.S.-African trade and investment flows for the latest year available, including both overall trade and trade in the following major sectors: agriculture, forest products, textiles/apparel/footwear, energy, chemicals, minerals and metals, machinery, transportation equipment, electronics technology, miscellaneous manufactures, and services. Trade flow will also be provided for U.S. trade with the following regional groups: the Economic Community of West African States (ECOWAS), the Southern African Customs Union (SACU), the Southern African Development Community (SADC), the Western African Economic and Monetary Union (WAEMU), the Common Market for Eastern and Southern Africa (COMESA), the Tripartite Commission for East African Co-operation (EAC), the Indian Ocean Commission (IOC), and the Intergovernmental Authority on Development (IGAD).

2. An identification of major developments in the WTO and in U.S.

trade/economic activities which significantly affect U.S.-African trade and investment flows by sector during the latest year.

3. To the extent possible, an identification of changing trade and economic activities within African countries.

4. Progress in regional integration in Africa.

As requested by the USTR, the Commission will limit its study to the 48 countries in Sub-Saharan Africa.

**Written Submissions**

The Commission does not plan to hold a public hearing in connection with this report. However, interested persons are invited to submit written statements concerning matters to be addressed in the report. Commercial or financial information that a person desires the Commission to treat as confidential must be submitted on separate sheets of paper, each clearly marked "Confidential Business Information" at the top. All submissions requesting confidential treatment must conform with the requirements of section 201.6 of the Commission's Rules of Practice and Procedure (19 CFR 201.6). All written statements, except for confidential business information, will be made available for inspection by interested persons in the Office of the Secretary to the Commission. To be assured of consideration, written statements relating to the Commission's report should be submitted at the earliest possible date and should be received not later than June 21, 1999. All submissions should be addressed to the Secretary, United States International Trade Commission, 500 E Street SW, Washington, D.C. 20436. The Secretary will not accept a document for filing without a certificate of service.

Persons with mobility impairments who will need special assistance in gaining access to the Commission should contact the Office of the Secretary at 202-205-2000.

By order of the Commission.

Issued: March 9, 1999.

**Donna R. Koehnke**

*Secretary.*

[FR Doc. 99-6158 Filed 3-11-99; 8:45 am]

BILLING CODE 7020-02-P

**DEPARTMENT OF LABOR**

**Employment and Training Administration**

**Women's Participation in Apprenticeship; Availability of Funds**

**AGENCY:** Employment and Training Administration (ETA), DOL.

**ACTION:** Notice of availability of funds; solicitation for grant applications (SGA) providing women's participation in apprenticeship.

**SUMMARY:** This notice contains all of the necessary information and forms needed to apply for grant funding. The U.S. Department of Labor (DOL), Employment and Training Administration (ETA), Bureau of Apprenticeship and Training (BAT), announces the availability of funds for four (4) categories of pilot demonstration projects seeking to identify and eliminate barriers to recruiting, retention, training, and placement of female apprentices in non traditional occupations. Funds will be provided to Community Based Organizations, employers, labor/management organizations, employer associations, apprenticeship sponsors, educational entities, state and local governments, partners and stakeholders who propose to match (i.e., cash and/or other in-kind contributions), no less than one quarter of the amount of the awards.

**DATES:** Applications will be accepted commencing March 12, 1999. The closing date for receipt of applications is April 23, 1999 at 4 P.M. (Eastern Time) at the address below.

**ADDRESSES:** Applications shall be mailed to the U.S. Department of Labor, Employment and Training Administration, Division of Federal Assistance, Attention: Tracie A. Czwartacki, SGA/DFA 99-007, 200 Constitution Avenue, NW, Room S-4203, Washington, D.C. 20210.

**FOR FURTHER INFORMATION CONTACT:** Questions should be faxed to Tracie Czwartacki, Grants Management Specialist, Division of Federal Assistance, Fax (202) 219-8739. This is not a toll-free number. All inquiries should include the SGA number (DFA 99-007) and a contact name, fax and phone number. This solicitation will also be published on the Internet on the Employment and Training Administration's Homepage at <http://www.doleta.gov>. Award notifications will also be published on this Homepage.

## **Innovation in Apprenticeship for Women Solicitation**

### **I. Background**

Women's participation in apprenticeship grew gradually during the early 1970's. Two major lawsuits filed against the Department of Labor in 1976 charged discrimination against women in the construction trades and in apprenticeship. These were resolved by consent decrees that established goals for women in apprenticeship for all industries and for the construction industry in particular. Federal regulations governing apprenticeships were revised in 1978 to require sponsors to adopt written affirmative action plans with goals and timetables, including a goal for female participation in apprenticeship programs. In spite of the Federal regulations, the number of women in high-skilled/high wage occupations over the past twenty years has remained stagnant.

The Bureau of Apprenticeship and Training (BAT) Diversity Team spent eighteen months examining the barriers which diminish the likelihood that women will know about apprenticeship opportunities, choose to apply, enter, and continue training in a registered apprenticeship program. As a result, the Bureau is seeking grantees that can address multiple barriers, such as preparatory training, child care, transportation and paid (hands-on) on-the-job training opportunities which may lead to registered apprenticeship.

Welfare Reform and the new Workforce Investment Act give rise to a renewed crusade for removing barriers to female entrance into registered apprenticeship programs, job placement, and other training vehicles (i.e., pre-apprenticeship programs), which build a woman's capacity to competitively enter the job market.

### **II. Statement of Work**

In order to implement this multi-grant demonstration project, various innovations in eliminating barriers to recruiting, training, retention, counseling and placing women in high skilled occupations will be sought. The number of women in high skilled, high wage occupations over the past twenty years has remained stagnant. The Department plans to provide separate awards for each of the following four (4) categories to applicants who can demonstrate innovative approaches to eliminating barriers to women in non traditional occupations. The Department is seeking awards that will address multiple barriers, such as preparatory training, child care, transportation and paid (hands-on) on-the-job training

opportunities which may lead to registered apprenticeship.

### **III. Project Categories, Eligibility, Funding and Number of Awards, Tasks To Be Performed**

#### *Category 1*

- A. Title—Best Practice Strategies for Eliminating Barriers to Female Entry into the "Traditional Trades"
- B. Eligible Applicants
  - Apprenticeship Sponsors
- C. Funding Availability and Number of Awards
  - The Department expects to make up to four awards under this category with a maximum amount of \$200,000. Awards cannot exceed \$50,000 under this category.
- D. Tasks To Be Performed
  - These applicants will delineate how they propose to utilize their specific special best practice strategies for the elimination of barriers to recruitment, retention, and placement of women in non traditional occupations.

#### *Category 2*

- A. Title—Partnerships That Include Addressing Multiple Barriers and Providing On-The-Job Training
- B. Eligible Applicants
  - Community Based Organizations, employers, labor/management organizations, employer associations, apprenticeship sponsors, educational entities, state and local governments. Applicants applying under this category must show clear delineation of the expansion of the service delivery area through urban/suburban areas.
- C. Funding Availability and Number of Awards
  - The Department expects to make up to two awards under this category with a maximum amount of \$200,000. Awards cannot exceed \$100,000 under this category.
- D. Tasks To Be Performed
  - These applicants will address multiple barriers such as early career counseling, preparatory training, high skill career exploration, child care, transportation, recruitment and retention. Proposals should include partnerships and linkages that will leverage services and, if possible, contain an on-the-job component. Priority will be given to those applicants who provide linkages with child care, transportation, and on-the-job experience.

#### *Category 3*

- A. Title—Rural Initiative for Assisting Women in Enhancing and Expanding Their Knowledge and Abilities of High Skilled Occupations Through Classroom Theory, Hands-On Training and Where Possible, Either Paid or Non Paid On-The-Job Work Experience
- B. Eligible Applicants
  - Community Based Organizations, employers, labor/management organizations, employer associations, apprenticeship sponsors, educational entities, state and local governments servicing rural areas.
- C. Funding Availability and Number of Awards
  - The Department expects to make up to three awards under this category with a maximum amount of \$150,000. Awards cannot exceed \$50,000 under this category.
- D. Tasks To Be Performed
  - These applicants will address the barriers for women in rural areas seeking high skill, high wage employment. Each application should address multiple barriers such as child care, transportation, career exploration, skill enhancement activities both on-the-job (if possible) and in the classroom. Priority will be given to those applicants who provide linkages with child care, transportation, and on-the-job experience.

#### *Category 4*

- A. Title—Empowerment Zone and Enterprise Community Initiative
- B. Eligible Applicants
  - Community Based Organizations, employers, labor/management organizations, employer associations, apprenticeship sponsors, educational entities, or state and local governments.
- C. Funding Availability and Number of Awards
  - The Department expects to make one award under this category with a maximum amount of \$200,000. Award cannot exceed \$200,000 under this category.
- D. Tasks To Be Performed
  - These applicants will provide career-based preparatory training in high skilled, high wage occupations and provide job opportunities for female out of school youth who are in an Empowerment Zone or Enterprise Community. The applicant will address multiple barriers, such as

educational attainment, child care, transportation, life skills, skill enhancement and on-the-job work experience. Priority will be given to those applicants who have a pre-apprenticeship component or registered apprenticeship component. In addition, priority will be given to those who address career awareness issues for women, potential linkages between targeted youth and responsive classroom training opportunities that lead to skilled worker matriculation, and provide career based on-the-job (OJT) employment with established industry employers and apprenticeship sponsors.

#### IV. Period of Performance

The period of performance, for all categories, will be twelve (12) months from the date of execution.

#### V. Application Process

The Department is reserving funds for four (4) award categories. Under this solicitation, applicants may only apply under one category. Each proposal must include a work plan or schedule which delineates the plans for coordinating and managing the proposed tasks. Applications that do not meet the requirements will not be considered.

#### VI. Application Submittal

Applicants must submit four (4) copies of their proposal, with original signatures. The applications shall be divided into two distinct parts: Part I—which contains Standard Form (SF) 424, "Application for Federal Assistance," (Appendix A) and "Budget Information Sheet," (Appendix B). All copies of the (SF) 424 MUST have original signatures of the legal entity applying for grant funding. Applicants shall indicate on the (SF) 424 the organization's IRS Status, if applicable. According to the Lobbying Disclosure Act of 1995, Section 18, an organization described in Section 501(c) 4 of the Internal Revenue Code of 1986 which engages in lobbying activities shall not be eligible for the receipt of federal funds constituting an award, grant, or loan. The Catalog of Federal Domestic Assistance number is 17.249. In addition, the budget shall include—on a separate page(s)—a detailed cost break-out of each line item on the Budget Information Sheet. Clearly show the proposed in-kind contribution of no less than one quarter of the amount of the awards. Part II shall contain the program narrative that demonstrates the applicant's plan and capabilities in accordance with the evaluation criteria contained in this notice. Applicants must describe their

plan in light of each of the Evaluation Criteria. Applicants MUST limit the program narrative section to no more than 15 double-spaced pages, on one side only. This includes any attachments. Applications that fail to meet the page limitation requirement will not be considered.

#### VII. Late Applications

Any application received after the exact date and time specified for receipt at the office designated in this notice will not be considered, unless it is received before awards are made and it—(a) was sent by registered or certified mail not later than the fifth calendar day before the date specified for receipt of applications (e.g., an application submitted in response to a solicitation requiring receipt of applications by the 20th of the month must have been mailed/post marked by the 15th of that month); or (b) was sent by the U.S. Postal Service Express Mail Next Day Service to addresses not later than 5:00 P.M. at the place of mailing two working days prior to the date specified for receipt of applications. The term "working days" excludes weekends and federal holidays. The term "post marked" means a printed, stamped or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable, without further action, as having been supplied or affixed on the date of mailing by an employee of the U.S. Postal Service.

#### VIII. Hand Delivered Proposals

It is preferred that applications be mailed at least five days prior to the closing date. To be considered for funding, hand delivered applications must be received by 4:00 P.M. (Eastern Time), on the closing date at the specified address.

Telegraphed and/Faxed applications will not be honored. Failure to adhere to the above instructions will be a basis for a determination of nonresponsiveness. Overnight express mail from carriers other than the U.S. Postal Service will be considered hand-delivered applications and must be received by the above specified date and time.

#### IX. Review Process

A careful evaluation of applications will be made by a technical review panel who will evaluate the applications against the criteria listed below. The panel results are advisory in nature and not binding on the Grant Officer. The Government may elect to award the grant with or without discussions with the offeror. In situations without discussions, an

award will be based on the offeror's signature on the (SF) 424, which constitutes a binding offer. Awards will be those in the best interest of the Government.

#### Criteria for Evaluation

##### Category One—Evaluation Criteria

##### > Plan, Coordinate, and Manage the Project

The offerors are expected to delineate how they propose to plan, manage, and coordinate the project under the direction of BAT, and with preliminary guidance from the Diversity Team (15 points);

##### > Clear Delineation of Best Practice Strategies

The offerors are expected to indicate their specific best practice strategies to be utilized in reducing and eliminating barriers to recruitment, retention, training, and placement of women in non traditional occupations (65 points);

##### > In-Kind Contribution

The offerors are expected to indicate how they propose to match 25% of the grant award, or provide an in-kind contribution which has a value equal to or greater than 25% of the grant award (10 points);

##### > Work Plan and/or Schedule

The degree to which the offerors have delineated milestones and/or target dates for implementing the project (10 points).

##### Category Two—Evaluation Criteria

##### > Plan, Coordinate, and Manage the Project

The offerors are expected to delineate how they propose to plan, manage, and coordinate the project under the direction of BAT, and with preliminary guidance from the Diversity Team (15 points);

##### > Approach, Partnership and Linkages Proposed To Address Barriers, and On-The-Job Experience Opportunities

The offerors are expected to indicate how they propose to address multiple barriers to female participation in apprenticeship. Also, they should delineate how they will leverage child care and/or transportation services from their partnerships and linkages, and if possible, provide an on-the-job training component (65 points);

##### > In-Kind Contribution

The offerors are expected to indicate how they propose to match 25% of the grant award, or provide an in-kind contribution which has a value equal to

or greater than 25% of the grant award (10 points);

> Work Plan and/or Schedule

The degree to which the offerors have delineated milestones and/or target dates for implementing the project (10 points).

Category Three—Evaluation Criteria

> Plan, Coordinate, and Manage the Project

The offerors are expected to delineate how they propose to plan, manage, and coordinate the project under the direction of BAT, and with preliminary guidance from the Diversity Team (15 points);

> Approach, Partnership and Linkages Proposed To Address Barriers, in Rural Areas, to Female Participation in Apprenticeship, and On-The-Job Experience Opportunities

The offerors are expected to indicate how they propose to address multiple barriers in rural areas, to female participation in apprenticeship. Also, they should delineate how they will leverage child care and/or transportation services from their partners and linkages, and provide, if possible, on-the-job experience opportunities (65 points);

> In-Kind Contribution

The offerors are expected to indicate how they propose to match 25% of the grant award, or provide an in-kind contribution which has a value equal to or greater than 25% of the grant award (10 points);

> Work Plan and/or Schedule

The degree to which the offerors have delineated milestones and/or target dates for implementing the project (10 points).

Category Four—Evaluation Criteria

> Plan, Coordinate, and Manage the Project

The successful offeror is expected to delineate how they propose to plan, manage, and coordinate the project under the direction of BAT, and with preliminary guidance from the Diversity Team (15 points);

> Career—Based Preparatory Training/ Empowerment Zone and Enterprise Community

The offeror is expected to indicate how they propose to address multiple barriers, such as educational attainment, child care, transportation, life skills, skill enhancement and on-the-job experience for female out-of-school youth who are seeking training opportunities in high skilled, high wage occupations, but are living in an

Empowerment Zone and Enterprise Community (65 points);

> In-Kind Contribution

The offeror is expected to indicate how they propose to match 25% of the grant award, or provide an in-kind contribution which has a value equal to or greater than 25% of the grant award (10 points);

> Work Plan and/or Schedule

The degree to which the offeror has delineated milestones and/or target dates for implementing the project (10 points).

The grants will be awarded based on applicant response to the above mentioned criteria and what is otherwise most advantageous to the Department.

**X. Reporting Requirements**

- Quarterly Progress and Financial Reports
- Final Report
- Each awardee will receive a briefing from a BAT Diversity Team representative on the teams' assessment of barriers to female participation in apprenticeship.

Signed in Washington, DC, this 8th day of March 1999.

**Laura Cesario,**  
Grant Officer.

BILLING CODE 4510-30-P

## Appendix A: (SF) 424—Application Form

APPLICATION FOR  
FEDERAL ASSISTANCE

## APPENDIX A

OMB Approval No. 0348-0043

<b>1. TYPE OF SUBMISSION:</b> Application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		<b>2. DATE SUBMITTED</b>		Applicant Identifier	
Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		<b>3. DATE RECEIVED BY STATE</b>		State Application Identifier	
		<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>		Federal Identifier	
<b>5. APPLICANT INFORMATION</b>					
<b>Legal Name:</b>			<b>Organizational Unit:</b>		
<b>Address (give city, county, State and zip code):</b>			<b>Name and telephone number of the person to be contacted on matters involving this application (give area code):</b>		
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px 0;"></div>			<b>7. TYPE OF APPLICANT: (enter appropriate letter in box)</b> <span style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; vertical-align: middle;"></span>		
<b>8. TYPE OF APPLICATION:</b> <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision  If Revision, enter appropriate letter(s) in box(es): <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>A. Increase Award</span> <span>B. Decrease Award</span> <span>C. Increase Duration</span> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>D. Decrease Duration</span> <span>Other (specify):</span> </div>			A. State B. County C. Municipa D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify): _____		
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0; display: flex; align-items: center; justify-content: center;"> <span style="border: 1px solid black; width: 15px; height: 15px; display: inline-block; margin-right: 5px;"></span> <span style="border: 1px solid black; width: 15px; height: 15px; display: inline-block; margin-right: 5px;"></span> <span style="border: 1px solid black; width: 15px; height: 15px; display: inline-block; margin-right: 5px;"></span> <span style="border: 1px solid black; width: 15px; height: 15px; display: inline-block; margin-right: 5px;"></span> <span style="border: 1px solid black; width: 15px; height: 15px; display: inline-block; margin-right: 5px;"></span> </div> <b>TITLE:</b>			<b>9. NAME OF FEDERAL AGENCY:</b>		
<b>12. AREAS AFFECTED BY PROJECT (cities, counties, States, etc.):</b>			<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b>		
<b>13. PROPOSED PROJECT:</b>		<b>14. CONGRESSIONAL DISTRICTS OF:</b>			
<b>Start Date</b>	<b>Ending Date</b>	a. Applicant  b. Project			
<b>15. ESTIMATED FUNDING:</b>		<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>			
a. Federal	\$ .00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE _____			
b. Applicant	\$ .00	b. NO. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372			
c. State	\$ .00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW			
d. Local	\$ .00	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>			
e. Other	\$ .00	<input type="checkbox"/> Yes    If "Yes," attach an explanation. <input type="checkbox"/> No			
f. Program Income	\$ .00	<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.</b>			
g. TOTAL	\$ .00				
a. Typed Name of Authorized Representative		b. Title		c. Telephone number	
d. Signature of Authorized Representative				e. Date Signed	

Previous Editions Not Usable

Standard Form 424 (REV 4-88)  
Prescribed by OMB Circular A-102

Authorized for Local Reproduction

## INSTRUCTIONS FOR THE SF 424

This is a standard form used by applicants as a required facesheet for preapplications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

- | Item: | Entry:   |
|-------|--|
| 1.    | Self-explanatory.  |
| 2.    | Date application submitted to Federal agency (or State if applicable) & applicant's control number (if applicable).  |
| 3.    | State use only (if applicable)   |
| 4.    | If this application is to continue or revise an existing award, enter present Federal identifier number. If for a new project, leave blank.  |
| 5.    | Legal name of applicant, name of primary organizational unit which will undertake this assistance activity, complete address of the applicant, and name and telephone number of the person to contact on matters related to this application.  |
| 6.    | Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.  |
| 7.    | Enter the appropriate letter in the space provided.  |
| 8.    | Check appropriate box and enter appropriate letter(s) in the space(s) provided.<br><ul style="list-style-type: none"> <li>- "New" means a new assistance award.</li> <li>- "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.</li> <li>- "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation.</li> </ul>   |
| 9.    | Name of Federal agency from which assistance is being requested with this application.   |
| 10.   | Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is required.   |
| 11.   | Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of the project.   |
| 12.   | List only the largest political entities affected (e.g., State, counties, cities.  |
| 13.   | Self-explanatory.  |
| 14.   | List the applicant's Congressional District and any District(s) affected by the program or project.  |
| 15.   | Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate <u>only</u> the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15. |
| 16.   | Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.  |
| 17.   | This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.  |
| 18.   | To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)  |

Item: Entry:

## APPENDIX B

PART II - BUDGET INFORMATION

## SECTION A - Budget Summary by Categories

	(A)	(B)	(C)
1. Personnel	\$		
2. Fringe Benefits (Rate %)			
3. Travel			
4. Equipment			
5. Supplies			
6. Contractual			
7. Other			
8. Total, Direct Cost (Lines 1 through 7)	\$		
9. Indirect Cost (Rate %)			
10. Training Cost/Stipends			
11. TOTAL Funds Requested (Lines 8 through 10)	\$		

## SECTION B - Cost Sharing/ Match Summary (if appropriate)

	(A)	(B)	(C)
1. Cash Contribution			
2. In-Kind Contribution	\$		
3. TOTAL Cost Sharing / Match (Rate %)	\$		

NOTE: Use Column A to record funds requested for the initial period of performance (i.e. 12 months, 18 months, etc.); Column B to record changes to Column A (i.e. requests for additional funds or line item changes; and Column C to record the totals (A plus B).

(INSTRUCTIONS ON BACK OF FORM)

INSTRUCTIONS FOR PART II - BUDGET INFORMATION

## SECTION A - Budget Summary by Categories

1. Personnel: Show salaries to be paid for project personnel.
2. Fringe Benefits: Indicate the rate and amount of fringe benefits.
3. Travel: Indicate the amount requested for staff travel. Include funds to cover at least one trip to Washington, DC for project director or designee.
4. Equipment: Indicate the cost of non-expendable personal property that has a useful life of more than one year with a per unit cost of \$5,000 or more.
5. Supplies: Include the cost of consumable supplies and materials to be used during the project period.
6. Contractual: Show the amount to be used for (1) procurement contracts (except those which belong on other lines such as supplies and equipment); and (2) sub-contracts/grants.
7. Other: Indicate all direct costs not clearly covered by lines 1 through 6 above, including consultants.
8. Total, Direct Costs: Add lines 1 through 7.
9. Indirect Costs: Indicate the rate and amount of indirect costs. Please include a copy of your negotiated Indirect Cost Agreement.
10. Training /Stipend Cost: (If allowable)
11. Total Federal funds Requested: Show total of lines 8 through 10.

## SECTION B - Cost Sharing/Matching Summary

Indicate the actual rate and amount of cost sharing/matching when there is a cost sharing/matching requirement. Also include percentage of total project cost and indicate source of cost sharing/matching funds, i.e. other Federal source or other Non-Federal source.

## NOTE:

PLEASE INCLUDE A DETAILED COST ANALYSIS OF EACH LINE ITEM.