

information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology; and (e) estimates of capital or start-up costs and costs of operation, maintenance, and purchase of services to provide information.

Approved: May 2, 1997.

Garrick R. Shear,

IRS Reports Clearance Officer.

[FR Doc. 97-12059 Filed 5-7-97; 8:45 am]

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DEPARTMENT OF THE TREASURY

Internal Revenue Service

Proposed Collection; Comment Request for Forms 7018 and 7018-A

AGENCY: Internal Revenue Service (IRS), Treasury.

ACTION: Notice and request for comments.

SUMMARY: The Department of the Treasury, as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to take this opportunity to comment on proposed and/or continuing information collections, as required by the Paperwork Reduction Act of 1995, Public Law 104-13 (44 U.S.C. 3506(c)(2)(A)). Currently, the IRS is soliciting comments concerning Form 7018, Employer's Order Blank for Forms, and Form 7018-A, Employer's Order Blank for 1998 Forms.

DATES: Written comments should be received on or before July 7, 1997 to be assured of consideration.

ADDRESSES: Direct all written comments to Garrick R. Shear, Internal Revenue Service, room 5571, 1111 Constitution Avenue NW., Washington, DC 20224.

FOR FURTHER INFORMATION CONTACT: Requests for additional information or copies of the information collection should be directed to Carol Savage, (202) 622-3945, Internal Revenue Service, room 5569, 1111 Constitution Avenue NW., Washington, DC 20224.

SUPPLEMENTARY INFORMATION:

Title: Form 7018, Employer's Order Blank for Forms, and Form 7018-A, Employer's Order Blank for 1998 Forms.
OMB Number: 1545-1059.

Form Number: Forms 7018 and 7018A.

Abstract: Forms 7018 and 7018-A allow taxpayers who must file information returns a systematic way to order information tax forms materials.

Current Actions: Form 7018 is being redesigned as a 3-fold self-mailer postcard. It will be more user friendly because the title of each form will be placed next to the form number instead of on the back of the form. Form 941, Employer's Quarterly Federal Tax Return, and Form 943, Employer's Annual Tax Return for Agricultural Employees, were inadvertently omitted from the list of available forms and have now been added. Also, three new forms are being added. They are Form 1099-LTC, Long-Term Care and Accelerated Death Benefits, Form 1099-MSA, Distributions From Medical Savings Accounts, and Form 5498-MSA, Medical Savings Account Information.

Form 7018-A is being redesigned to include the title of each form next to the form number instead of on the back of the form. Three new forms are being added to the list of available forms. They are Forms 1099-LTC, 1099-MSA, and 5498-MSA.

Type of Review: Revision of a currently approved collection.

Affected Public: Business or other for-profit organizations.

Estimated Number of Respondents: 1,668,000.

Estimated Time Per Respondent: 3 minutes.

Estimated Total Annual Burden Hours: 83,400.

The following paragraph applies to all of the collections of information covered by this notice:

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection of information displays a valid OMB control number. Books or records relating to a collection of information must be retained as long as their contents may become material in the administration of any internal revenue law. Generally, tax returns and tax return information are confidential, as required by 26 U.S.C. 6103.

REQUEST FOR COMMENTS: Comments submitted in response to this notice will be summarized and/or included in the request for OMB approval. All comments will become a matter of public record. Comments are invited on: (a) Whether the collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate

of the burden of the collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology; and (e) estimates of capital or start-up costs and costs of operation, maintenance, and purchase of services to provide information.

Approved: May 1, 1997.

Garrick R. Shear,

IRS Reports Clearance Officer.

[FR Doc. 97-12060 Filed 5-7-97; 8:45 am]

BILLING CODE 4830-01-U

UNITED STATES INFORMATION AGENCY

Fulbright Teacher Exchange Program, Administrative and Program Services; Request for Proposals

SUMMARY: The Office of Academic Programs of the United States Information Agency's Bureau of Educational and Cultural Affairs announces an open competition for an assistance award. Public and private non-profit organizations meeting the provisions described in IRS regulation 26 CFR 1.501(c) may apply to provide administrative and program services for the Fulbright Teacher Exchange Program (E/ASX). The Program administers approximately 200 one-on-one exchanges (400 participants) at the primary, secondary and community college levels between U.S. and overseas counterpart teachers from over 25 countries.

Overall grant-making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Public Law 87-256, as amended, also known as the Fulbright-Hays Act. The purpose of the Act is "to enable the Government of the United States to increase mutual understanding between the people of the United States and the people of other countries * * *; to strengthen the ties which unite us with other nations by demonstrating the educational and cultural interests, developments, and achievements of the people of the United States and other nations * * * and thus to assist in the development of friendly, sympathetic and peaceful relations between the United States and the other countries of the world." The funding authority for the program cited above is provided through the Fulbright Hays Act. Programs and projects must conform with Agency requirements and

guidelines outlined in the Solicitation Package. USIA projects and programs are subject to the availability of funds.

ANNOUNCEMENT TITLE AND NUMBER: All communications with USIA concerning this announcement should refer to the above title and reference number E/ASX-98-AD.

DEADLINE FOR PROPOSALS: All copies must be received at the U.S. Information Agency in Washington, D.C. by 5 p.m. on June 18, 1997. Faxed documents will not be accepted, nor will documents postmarked June 18 but received at a later date. It is the responsibility of each applicant to ensure that proposals are received by the above deadline. Grants should begin on or about October 1, 1997 and run through September 30, 1998.

FOR FURTHER INFORMATION CONTACT: Ms. Ilo-Mai Harding, Teacher Exchange Branch, E/ASX, room 349, 301 4th Street, S.W., Washington, D.C. 20547, telephone: (202) 619-4556, fax: (202) 401-1433, Internet: IHARDING@USIA.GOV to request a Solicitation Package containing more detailed award criteria, required application forms, and standard guidelines for preparing proposals, including specific criteria for preparation of the proposal budget.

To Download a Solicitation Package Via Internet

The entire Solicitation Package may be downloaded from USIA's website at <http://www.usia.gov/education/rfps>. Please read all information before downloading.

To Receive a Solicitation Package Via Fax on Demand

The entire Solicitation Package may be requested from the Bureau's "Grants Information Fax on Demand System," which is accessed by calling (202) 401-7616. The "Table of Contents" listing available documents and order numbers should be the first order when entering the system.

Please specify USIA Senior Program Officer Ilo-Mai Harding on all inquiries and correspondences. Interested applicants should read the complete **Federal Register** announcement before sending inquiries or submitting proposals. Once the RFP deadline has passed, Agency staff may not discuss this competition in any way with applicants until the Bureau proposal review process has been completed.

Submissions

Applicants must follow all instructions given in the Solicitation Package. The original and 10 copies of

the application should be sent to: U.S. Information Agency, Ref.: E/ASX-98-AD, Office of Grants Management, E/XE, Room 326, 301 4th Street, S.W., Washington, D.C. 20547.

Diversity, Freedom and Democracy Guidelines

Pursuant to the Bureau's authorizing legislation, programs must maintain a non-political character and should be balanced and representative of the diversity of American political, social, and cultural life. "Diversity" should be interpreted in the broadest sense and encompass differences including, but not limited to ethnicity, race, gender, religion, geographic location, socio-economic status, and physical challenges. Applicants are strongly encouraged to adhere to the advancement of this principle both in program administration and in program content. Please refer to the review criteria under the 'Support for Diversity' section for specific suggestions on incorporating diversity into the total proposal.

Public Law 104-319 provides that "in carrying out programs of educational and cultural exchange in countries whose people do not fully enjoy freedom and democracy" the U.S. Information Agency "shall take appropriate steps to provide opportunities for participation in such programs to human rights and democracy leaders of such countries." Proposals should reflect advancement of this goal in their program content, to the full extent deemed feasible.

SUPPLEMENTARY INFORMATION:

Program and Policy

In the Administration of the Fulbright Teacher Exchange Program, USIA Will Have Responsibility for

A. establishing program policy, and providing instructions and guidance, both general and specific, on the functions listed below;

B. acting as the major agent in establishing new programs; monitoring all programs; serving as the liaison with overseas cooperating agencies in all program matters; overseeing all program activity including recruiting and matching, publicity and outreach, and orientation workshops; ensuring that the program is representative of the diversity of U.S. political, social, and cultural life by actively encouraging minority participation in all aspects of programming; and evaluating all aspects of the program;

C. preparing final paperwork for the J. William Fulbright Foreign Scholarship

Board approval on U.S. and foreign candidates and projects;

D. providing funds sufficient to cover staff time and expenses incurred in the execution of this grant;

E. providing liaison and supervision to effectively carry out the responsibilities assigned under this grant.

Cooperating Agency Will Be Responsible for

A. providing administrative and program services for the Fulbright Teacher Exchange Program;

B. observing and complying with the policies of the United States Information Agency (USIA) and the J. William Fulbright Foreign Scholarship Board (FSB) in the administration of this grant, and promoting diversity in programming and staffing;

C. providing data, as required by USIA, concerning the Fulbright Teacher Exchange Program;

D. submitting quarterly budget and program reports and an annual report with recommendations for project improvement.

Proposed Budget

The contracted organization must submit a comprehensive line-item budget based on the specific guidance in the Solicitation Package. There must be a summary budget as well as a breakdown reflecting both the administrative budget and the program budget. For better understanding or further clarification, applicants must provide separate sub-budgets for each program component, phase, or activity in order to facilitate USIA decisions on funding. Administrative costs should be kept low; this will be an important factor in grant competition.

Please refer to the Solicitation Package for complete budget guidelines and formatting instructions.

Review Process

USIA will acknowledge receipt of all proposals and will review them for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein and in the Solicitation Package. Eligible proposals will be forwarded to panels of USIA officers for advisory review. All eligible proposals will be reviewed by the program office, as well as other USIA elements, where appropriate. Proposals may also be reviewed by the Office of the General Counsel. Funding decisions are at the discretion of the USIA Associate Director for Educational and Cultural Affairs. Final technical authority for assistance awards (grants

or cooperative agreements) resides with the USIA grants officer.

Review Criteria

Technically eligible applications will be competitively reviewed according to the criteria stated below. These criteria are not rank ordered and all carry equal weight in the proposal evaluation:

1. Program planning: Detailed agenda and relevant work plan should demonstrate substantive undertakings and logistical capacity. Agenda and plan should adhere to the program overview and guidelines described above.

2. Support of Diversity: Proposals should demonstrate substantive support of the Bureau's policy on diversity. Achievable and relevant features should be cited in both program administration and program content (program meetings and resource materials).

3. Institutional Capacity: Proposed personnel and institutional resources should be adequate and appropriate to achieve the program or project's goals.

4. Institution's Record/Ability: Proposals should demonstrate an institutional record of successful exchange programs, including responsible fiscal management and full compliance with all reporting requirements for past Agency grants as determined by USIA's Office of Contracts.

5. Project Evaluation: Proposals should include a plan to evaluate the activity's success. Successful applicants will be expected to submit quarterly reports.

6. Cost-effectiveness: The overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible. All other items should be necessary and appropriate.

7. Cost-sharing: Proposals should maximize cost-sharing through other private sector support as well as institutional direct funding contributions.

Notice

The terms and conditions published in this RFP are binding and may not be modified by any USIA representative. Explanatory information provided by the Agency that contradicts published language will not be binding. Issuance of the RFP does not constitute an award commitment on the part of the Government. The agency reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds. Awards made will be subject to periodic reporting and evaluation requirements.

Notification

Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal USIA procedures.

Dated: April 25, 1997.

Dell Pendergrast,

Deputy Associate Director for Educational and Cultural Affairs.

[FR Doc. 97-11869 Filed 5-7-97; 8:45 am]

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UNITED STATES INFORMATION AGENCY

Notice; Grants and Cooperative Agreements; Availability

Title: Provision of Overseas Direct English Teaching Programs—Seeking Partnerships.

Announcement: Call for concept papers.

SUMMARY: The English Language Programs Division in the Office of Academic Programs of the United States Information Agency's (USIA) Bureau of Educational and Cultural Affairs announces an opportunity to create a public/private sector partnership with USIA in order to ensure the long-term viability of one of its direct English teaching programs (DETP) abroad. Because of the important role of these programs in achieving the United States' public diplomacy and foreign policy objectives, USIA is committed to maintaining quality American language instruction within professional programs that also reflects American cultural thoughts and concepts as well as democratic and educational values for important overseas audiences and which facilitates a channel of communications vital to America's relationships with other countries and cultures. Recent budget reductions however, have limited the operational and material support that USIA can offer to the DETPs. USIA is seeking a partner in a cooperative agreement to manage the well-established DETP in Sanaa, Yemen in cooperation with the United States Information Service (USIS) post in Sanaa. Management of the program must maintain and, if possible, strengthen the DETP's self-sufficiency. USIA invites public and private, not-for-profit organizations with a minimum of five years experience in successfully managing a self-sufficient English teaching program to submit concept papers for collaborating with USIA and USIS Sanaa. Limited support for any initiative may be available, depending on the specific current circumstances of the DETP, the interest

and requirements of the post, and the availability of funds. Any USIA support may be limited to international airfare and short-term per diem expenses.

Background Information

English Language Programs Division

The English Language Programs Division (E/AL) of the United States Information Agency's Bureau of Educational and Cultural Affairs provides professional English language programming to promote a world-wide understanding and awareness of American Language, society, values and policies and to foster an English-competent world community with which Americans can engage freely. The Division's English Language Officers and Program Officers and staff work on many fronts to promote American public diplomacy and policy issues:

Address national education and language policy issues on a government to government basis, sharing American educational policies, management practices and state of the art curricula and assessment designs.

Develop and facilitate national and regional conferences, seminars and workshops focusing on state of the art language instruction, methods, techniques, materials and technologies in order to develop a professional cadre of trainers and English teachers who can use American educational products and expertise.

Develop and disseminate instructional materials for use in language learning courses, self-study programs or distance education programs as well as teacher and trainer professional development programs, utilizing the Congressionally legislated authority to recycle fees from tuition and the sale of USIA produced English teaching materials.

Increase the audiences' awareness and understanding of American society, institutions and values through the learning of American English and use of American commercially produced educational materials.

Establish a basis for American academia working in English language teaching to develop long term institutional linkages, engage in an exchange of scholars, students and research and programs.

Conduct exchange programs for English language professionals to enhance country plan objectives and provide support for field requests for English language programs.

Direct English Teaching Programs (DETP)

USIA's Direct English Teaching programs overseas are important contributors to the Agency's public diplomacy. The main objective of the DETP is to provide important audiences with quality English language instruction within a professional program that also reflects American cultural thoughts and concepts, as well as democratic and educational values.