and technical assistance, evaluation and the cost of up to 3 annual trips to Washington, D.C. for two people to participate in meetings and conferences.

- Explain and justify, in terms of amount and benefits to be derived, any use of Federal funds for minor renovation of existing facilities or for health or substance abuse treatment. Demonstrate that no more than five percent of Federal funds will be used to pay for the administrative costs of the program, especially if the applicant's approved indirect cost rate is higher than five percent. (This applies only to use of funds for Community Schools and Joint Community Schools/FACES Programs.)
- Describe the fiscal control and accounting procedures that will ensure prudent use, proper and timely disbursement and accurate accounting of funds received under this program announcement. Assure that competitive procedures will be used when purchasing contracting or otherwise providing goods, activities and services.
- Provide assurances that no funds from this project will be used to provide sectarian worship or sectarian instruction. (This applies only to use of funds for Community Schools and Joint Community Schools/FACES Programs.)
- Provide evidence that the applicant can and intends to generate the local financial and in-kind support, service and commitments that will be required for non-Federal match over the life of the project. Provide a description of charitable, private and non-profit resources that will be obtained to support the program.

Part IV. Application Process

A. Application Requirements

To be considered for a grant under this program announcement, applications must be submitted on forms found in Part VI, Appendix C, and in accordance with guidance provided below. The application must be signed by an individual authorized to act for the applicant agency and assume responsibility for obligations imposed by the terms and conditions of grant award.

If more than one agency is involved in submitting a single application, one entity must be identified as the applicant organization with legal responsibility for the grant.

Any non-profit organization submitting an application must submit proof of its non-profit status with its application. Proof can include a copy of the applicant's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in

Section 501(c)(3) of the IRS code, *or* a copy of the currently valid IRS tax-exemption certificate, *or* a copy of the articles of incorporation bearing the seal of the State in which the corporation or association is domiciled.

B. Paperwork Reduction Act of 1980

Under the Paperwork Reduction Act of 1980, Pub. L. 96–511, the Department is required to submit to the Office of Management and Budget (OMB) for review and approval any reporting and record-keeping requirements in regulations, including program announcements. This program announcement does not contain information collection requirements beyond those approved for grant applications under OMB Control Number 0348–0043.

C. Notification Under Executive Order 12372

This program is covered under Executive Order (E.O.) 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.

All States and Territories except Alabama, Alaska, Colorado, Connecticut, Hawaii, Idaho, Kansas, Louisiana, Minnesota, Montana, Nebraska, Oklahoma, Oregon, Pennsylvania, South Dakota, Virginia, Washington, American Samoa and Palau have elected to participate in the Executive Order process and have established Single Points of Contact (SPOCs). Applicants from these 19 jurisdictions need take no action regarding E.O. 12372. Applications for projects to be administered by Federally-recognized Indian Tribes are also exempt from the requirements of E.O. 12372. Otherwise, applicants must contact their SPOCs as soon as possible to alert them to the prospective application and receive any necessary instructions. Applicants must submit any required material to the SPOCs as early as possible so that the program office can obtain and review SPOC comments as part of the award process. It is imperative that the applicant submit all required materials, if any, to the SPOC and indicate the date of this submittal (or 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

date 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 they intend to trigger the "accommodate or explain" rule.

When comments are submitted directly to ACF, they must be addressed to: Department of Health and Human Services, Administration for Children and Families, Division of Discretionary Grants, 370 L'Enfant Promenade, S.W., Washington, D.C. 20447.

A list of the Single Points of Contact for each State and Territory is included as Part VI, Appendix A below.

D. Availability of Forms and Other Materials

To be considered, each application must be submitted on the forms provided in Part VI, Appendix C. The forms may be reproduced, as needed.

E. Application Consideration

All applications will be screened to determine eligibility of the applicant. Applications submitted by ineligible applicants will not be reviewed or considered for funding. Applications which are complete and conform to the requirements of this program announcement will be subject to a competitive review against the specific **Application Evaluation Criteria** contained in Part III of this announcement. This review will be conducted in Washington, D.C. by teams of experts knowledgeable in the areas of child and youth development, education, drug and violence prevention, juvenile justice, social services, community development and related areas. The results of the competitive review will be analyzed by Federal staff who will recommend applications for funding as either joint or single program grants to the Assistant Secretary for Elementary and Secondary Education and/or the Commissioner for the Administration on Children, Youth and Families.

The Assistant Secretary and/or Commissioner will make the final selection of the applicants to be funded. Priority for funding will be given to applicants who propose to carry out projects and activities in communities that have significant poverty, juvenile delinquency and violent crime and who can demonstrate the greatest effort in generating local support for the program. In addition, the Assistant Secretary and/or Commissioner may