show preference for applications proposing projects in diverse geographic areas that would not otherwise be served. Special consideration will be given to qualified applicants that meet the primary grant requirements and serve areas that are preparing or implementing comprehensive community-based strategic plans for achieving both human and economic development in an integrated manner, especially those applicants that operate within formally designated Empowerment Zones or Enterprise Communities or that have participated in the Pulling America's Communities Together (PACT) planning process.

In awarding Community Schools
Program grants, the Commissioner may
elect to consider an applicant's past
performance in providing services to
children and youth and may elect not to
fund any applicant having known
management, fiscal or other problems
which make it unlikely that they would
be able to perform effectively. Regional
Offices will be consulted regarding
these applications.

Grant awards of FY 1995 funds will be made by September 30, 1995. Subject to the availability of resources in FY 1996 and the number of acceptable applications received as a result of this program announcement, the Federal government may elect to select recipients for FY 1996 new grant awards out of the pool of applications submitted under this program announcement.

Successful grantees will be notified through the issuance of a Financial Assistance Award which will set forth the amount of funds granted, the terms and conditions of the grant, the effective date of the grant, the budget period for which support will be given, the non-Federal share to be provided, and the total project period for which support is contemplated.

Organizations whose applications will not be funded will be notified of that decision in writing as soon as possible after final funding decisions are made.

## Part V: Application Content, Instructions, Assembly and Submission

A. Content, Instructions and Assembly of Application.

Each application must contain the following items in the order listed. Applicants should number all pages to make review and evaluation easier.

1. Application for Federal Assistance. (Standard Form 424, REV 4–88). To fill out this Form, follow the instructions in Part VI, Appendix C. In Item 8 of Form 424, check "New." In Item 10 of the 424, clearly identify the Catalog of

Federal Domestic Assistance Program Number and Title of the program for which funds are being requested (Priority Area A: Community Schools Program (93.588); Priority Area B: FACES Program (84.285A); or Priority Area C: Joint Community Schools/ FACES Program (93.588 and 84.285A)).

2. Budget Information. (Standard Form 424A, REV 4-88). Provide amounts for major budget categories.

For a budget submitted in response to Priority Area C: Joint Community Schools/FACES Program, Columns 1–4 of Section B of the Standard Form 424 should include the following information: Column 1: FACES Federal Costs; Column 2: FACES Non-Federal Share; Column 3: Community Schools Federal Costs; and Column 4: Community Schools Non-Federal Share.

3. Budget Justification. List on standard size plain white paper the amounts and sources of all funds, both Federal and non-Federal, that will be used for this project. Explain how these funds will be used.

4. Assurances. (Standard Form 424B, Certification Regarding Drug-Free Workplace, Certification Regarding Debarment, Certification Regarding Lobbying and Certification Regarding Environmental Tobacco Smoke). Of these forms, only the Standard Form 424B and the Certification Regarding Lobbying need to be signed and returned with the application. Note: For FACES and Joint Community Schools/ FACES Programs the Program Specific Assurances Form must also be signed and returned with the application. By signing the Standard Form 424, the applicant agrees to abide by requirements regarding drug-free workplace, debarment and environmental tobacco smoke.

5. Project Summary Description.
Clearly mark this page with the applicant's name as shown in item 5 of the Standard Form 424 and the title of the project as shown in item 11 of the same Form. The summary, not to exceed one page, should accurately and concisely reflect the proposal and include a description of the objectives of the project, approaches to be used and outcomes expected.

6. Program Narrative Statement.
Applicants should use the Evaluation
Criteria in Part III as a way to organize
the Program Narrative and should
address all the specifics contained in
the criteria. The pages of the narrative
section must be numbered and are
limited to 45 typed pages, double
spaced, printed only on one side, with
at least 1/2 inch margins. Applications
which contain a Program Narrative
Statement longer than 45 double-spaced

pages will not be reviewed or considered for funding. In addition, please note that previous attempts by applicants to exceed page limits or to circumvent space limitations by using small print have resulted in negative responses from reviewers because of the difficulty in reviewing the application. It is in the best interest of applicants to ensure that the narrative statement is easy to read, logically developed in accordance with evaluation criteria and adheres to page limitations.

7. Organizational Capability
Statement. Applicants must provide information (no more than three pages, double-spaced) on the applicant agency's experience and ability to bring together a broad consortium of organizations; and on planning and management capabilities. Applicants should provide and explain an organizational chart and show the relationship of this project to the current organization.

Applicants must provide assurances that a separate accounting system will be established to manage funds awarded under this program and that competitive procedures will be used for all project-related contracts and purchases.

8. Supporting Documentation. These documents might include resumes, newsclippings, and evidence of efforts to coordinate services at the local level. The maximum for supporting documentation is 15 pages, exclusive of letters of agreement. Documentation over the 15 page limit will not be reviewed. The applicant may, however, include as many letters of agreement as are appropriate to support the commitment of consortium members.

## B. Application Submission

To be considered for a grant, each applicant must submit a signed original and two additional copies of the grant application, including all attachments, to the application receipt point specified below. The original copy of the application must have an original signature, signed in black ink. Each copy must be stapled (back and front) in the upper left corner. All copies of the application must be submitted in a single package.

Because each application will be duplicated by the government, do not use or include separate covers, binders, clips, tabs, plastic inserts, maps, brochures or other items that cannot be processed easily on a photocopy machine with an automatic feed.

Closing Date for the Receipt of Applications: The closing date for receipt of applications for the grant programs in this announcement is May 5, 1995.