

6. The proposed coordination with and use of other available resources, including collaboration with state highway safety offices and other existing or planned state and community child occupant protection programs.

7. How the organization plans to continue child passenger safety educational activities.

Upon receipt of applications by the agency, they will be screened to assure that all eligibility requirements have been met. Applications will be reviewed by NHTSA staff using the criteria outlined above. The results of this review will be recommendations to the agency management for Cooperative Agreement Award.

Support, Terms, and Conditions

Contingent on the availability of funds, satisfactory performance, and continued demonstrated need, this cooperative agreement may be awarded for a project period of up to eighteen months. The application for the funding period (18 months) should address what is proposed and can be satisfactorily accomplished during that period.

The anticipated funding level for this cooperative agreement in FY 95 is \$85,000. Federal funds should be viewed as seed money to assist organizations in the development of traffic safety initiatives. Monies allocated in this cooperative agreement are not intended to cover all of the costs that will be incurred in completing this project. Applicants should demonstrate a commitment of financial and in-kind resources to the support of this project.

The organization participating in this cooperative agreement program may use awarded funds to support salaries of individuals assigned to the project, the development or purchase of direct program materials, direct program-related activities, or for travel related to the cooperative agreement.

The award recipient will be required to submit quarterly progress reports on a schedule to be determined after award. In addition, the recipient will be required to submit a detailed final summary report describing the project and its outcomes no later than two (2) months after termination of this agreement.

Eligibility Requirements

In order to be eligible to participate in this cooperative agreement, an organization must meet the following requirements:

1. Be a private, national non-profit organization;
2. Have an established membership structure with state/local chapters or affiliates in a broad geographic region of the country;

3. Have a membership consisting of, or works in collaboration with health care officials;

4. Have staff knowledgeable of correct child safety use;

5. Have in place a schedule of annual regional/state conferences or conventions and a variety of communication mechanisms that are appropriate for motivating members and other constituents to become involved in the promotion of child occupant protection at state and local levels;

6. Demonstrate an understanding of the current and potential role affiliates can play in child occupant protection efforts at the state and local levels; and,

7. Demonstrate top level support within the organization for the project and, where appropriate, demonstrate similar support from the membership or local affiliates; and

8. Coordinate efforts with the State Highway Safety Office.

Application Procedures

1. All applications must be covered by a signed copy of OMB Standard Form 424 (revised 4/88, including 424A and 424B) "Application for Federal Assistance" with the required information filled in and the certified assurances included. This form is available from the NHTSA Office of Contracts and Procurement (NAD-30), 400 Seventh Street, S.W., Washington, DC 20590, (202) 366-0607. Form 424-A deals with budget information, and Section B identifies Budget Categories, the available space does not permit for a level of detail which is sufficient to provide for a useful evaluation of the proposed costs. A supplemental sheet should be provided which presents a detailed breakdown of the proposed costs.

2. Applications shall include a program narrative statement which addresses the following:

A. Goals and Objectives

(i) Demonstrates the need for the assistance and states the principle and subordinate objectives of the project. Supporting documentation from concerned interests other than the applicant can be used. Any relevant data based on planning studies should be included or footnoted.

(ii) Identifies the results and benefits to be derived.

B. Approach

(i) Outlines a plan of action pertaining to the scope and detail on how the proposed work will be accomplished. Include the reasons for taking this approach as opposed to other approaches.

(ii) Describes any unusual features, such as design or technological innovations and extraordinary social/community involvement.

(iii) Provides quantitative projections of the accomplishments to be achieved, if possible, or lists the activities in chronological order to show the schedule of accomplishments and their target dates.

(iv) Identifies the kinds of data to be collected and maintained, and discusses the criteria to be used to evaluate the results. Explains the methodology that will be used to determine if the needs identified and discussed are being met and if the results and benefits identified are being achieved.

(v) Lists each organization, corporation, consultant, or other individual who will work on the project along with a short description of the nature of their effort or contribution and relevant experience.

3. Applications must be typed on one side of the page only. The original and two copies of each application must be submitted. An applicant may submit an additional four copies to facilitate the review process, but there is no requirement or obligation to do so.

Terms and Conditions of the Award

Prior to award, each recipient must comply with the certification requirements of 49 CFR part 29—Department of Transportation. During the effective period of the cooperative agreement awarded as a result of this notice, the agreements shall be submitted to general administrative requirements of OMB Circular A-110 (or the "common rule", if effected prior to the award), the cost principles of OMB Circular A-21 or A-22, as applicable to the recipient, and the provisions of 49 CFR part 29, Governmentwide Debarment and Suspension (nonprocurement).

Issued on June 29, 1995.

James H. Hedlund,

Acting Associate Administrator, Traffic Safety Programs.

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[Docket No. 95-21, Notice No. 02]

Notice of Availability of the Crash Outcome Data Evaluation System (Codes) Technical Report, Background Material for the Draft Report to Congress on the Benefits of Safety Belts and Motorcycle Helmets

AGENCY: National Highway Traffic Safety Administration (NHTSA), Department of Transportation.

ACTION: Notice of availability of Technical Report which provides background material for the Report to Congress on The Benefits of Safety Belts and Motorcycle Helmets, produced by the Crash Outcome Data Evaluation System (CODES) project.