

Executive Office Building, Washington, DC 20503.

**Lois K. Holland,**

*Departmental Reports, Management Officer.*  
[FR Doc. 99-10386 Filed 4-23-99; 8:45 am]

BILLING CODE 4830-01-P

## DEPARTMENT OF THE TREASURY

### Submission for OMB Review; Comment Request

April 19, 1999.

The Department of Treasury has submitted the following public information collection requirement(s) to OMB for review and clearance under the Paperwork Reduction Act of 1995, Pub. L. 104-13. Copies of the submission(s) may be obtained by calling the Treasury Bureau Clearance Officer listed.

Comments regarding this information collection should be addressed to the OMB reviewer listed and to the Treasury Department Clearance Officer, Department of the Treasury, Room 2110, 1425 New York Avenue, NW., Washington, DC 20220.

**DATES:** Written comments should be received on or before May 26, 1999 to be assured of consideration.

#### Bureau of the Public Debt (PD)

*OMB Number:* 1535-0001.

*Form Number:* SB 60 and SB 60A.

*Type of Review:* Extension.

*Title:* Payroll Savings Report.

*Description:* SB 60 and SB 60A are used to determine the total number of participants purchasing U.S. Savings Bonds through the Payroll Savings Plan.

*Respondents:* Business or other for-profit.

*Estimated Number of Respondents:* 25,910.

*Estimated Burden Hours Per*

*Respondent:* 41 minutes.

*Frequency of Response:* Semi-annually.

*Estimated Total Reporting Burden*

*Hours:* 17,871 hours.

*OMB Number:* 1535-0059.

*Form Number:* PD F 1832.

*Type of Review:* Extension.

*Title:* Special Form of Assignment for U.S. Registered Definitive Securities.

*Description:* PD F 1832.

*Respondents:* Individuals or households, Business or not-for-profit, Federal Government, State, Local or Tribal Government.

*Estimated Number of Respondents:* 10,000.

*Estimated Burden Hours Per*

*Respondent:* 15 minutes.

*Frequency of Response:* On occasion.

*Estimated Total Reporting Burden*

*Hours:* 2,500 hours.

*OMB Number:* 1535-0113.

*Form Number:* PD F 1849.

*Type of Review:* Extension.

*Title:* Disclaimer and Consent With Respect to United States Savings Bonds/Notes.

*Description:* PD F 1849 is used to obtain a disclaimer and consent as the result, refund of the purchase price, or reissue as requested by one person would appear to affect the right, title or interest of some other person.

*Respondents:* Individuals or households.

*Estimated Number of Respondents:* 7,000.

*Estimated Burden Hours Per*

*Respondent:* 6 minutes.

*Frequency of Response:* On occasion.

*Estimated Total Reporting Burden*

*Hours:* 700 hours.

*OMB Number:* 1535-0114.

*Form Number:* PD F 2001.

*Type of Review:* Extension.

*Title:* Release.

*Description:* PD F 2001 is used by the owner, co-owner, or other person entitled to ratify payment of savings bonds/notes and release the United States of America from any liability.

*Respondents:* Individuals or households.

*Estimated Number of Respondents:* 200.

*Estimated Burden Hours Per*

*Respondent:* 6 minutes.

*Frequency of Response:* On occasion.

*Estimated Total Reporting Burden*

*Hours:* 20 hours.

*Clearance Officer:* Vicki S. Thorpe (304) 480-6553, Bureau of the Public Debt, 200 Third Street, Parkersburg, West VA 26106-1328.

*OMB Reviewer:* Alexander T. Hunt (202) 395-7860, Office of Management and Budget, Room 10226, New Executive Office Building, Washington, DC 20503.

**Lois K. Holland,**

*Departmental Reports Management Officer.*  
[FR Doc. 99-10387 Filed 4-23-99; 8:45 am]

BILLING CODE 4810-40-P

## UNITED STATES INFORMATION AGENCY

### Program Title Small Grants Competition on Women's Leadership Training; Request for Proposals

**SUMMARY:** The Office of Citizen Exchanges of the United States Information Agency's Bureau of Educational and Cultural Affairs announces an open competition for Small Grant Awards on Women's Leadership Training. Public and private

non-profit organizations meeting the provisions described in IRS regulation 26 CFR 1.501c may submit proposals to provide leadership training to women active in communities in Sub-Saharan Africa, the Middle East or Latin America.

### Program Information

#### Overview

The Office of Citizen Exchanges of the United States Information Agency's Bureau of Educational and Cultural Affairs announces a new small grants competition for local community-based organizations interested in internationalizing their educational, professional and cultural efforts or gaining support for ongoing international exchange programs. This competition is aimed at local-level grassroots organizations that have not received prior funding directly from USIA. It is expected that a large number of submissions will be received. Creative and innovative ideas are sought.

In this new outreach, USIA solicits proposals from a diverse grassroots audience, including local chapters of national non-governmental organizations. The goal of the initiative is to encourage smaller organizations or local units of national groups to expand the scope of their work by building linkages with counterparts in certain other countries.

USIA seeks proposals that provide professional experience and exposure to American life and culture through internships hosted by local institutions and home stays with members of the community. The experience also provides Americans the opportunity to learn about different cultures. Travel under these grants may constitute an exchange or provide only for foreigners to visit the United States. The program is not academic in nature; it is designed to provide practical, hands-on experience in U.S. public/private sector settings that may be adapted to an individual's institution upon return home. Proposals may combine elements of professional enrichment, job shadowing and internships appropriate to the language ability and interests of the participants. Since most civic activities are concerned with community-based issues that directly affect individuals' lives, local issues and institutions should be the focus of the program.

Exchanges should be two-to-three weeks in length. It is anticipated that programs will be conducted between October 1999 and October 2000. Successful projects will enhance the

participants' skills in leadership, participatory democracy, NGO development, and open the potential for longer-term partnerships.

### Women's Leadership Training

In much of the world, women and women's groups have become the leaders of grassroots activism and the spark for social change. They have worked persistently to establish themselves in both the private and public sectors. Women's groups have shown a willingness to cooperate with local and global organizations and to mentor young women looking for directions as they strive for greater participation in the decision making process.

USIA recognizes, however, that there are many places in the world where women want to do more and welcome opportunities to work with women in the United States. They could benefit from training and development of skills in areas such as: NGO development, political campaign management, credit and finance, conflict management and resolution, or knowledge and reform of legal systems. USIA is looking for proposals that offer leadership training to women active in their communities. These programs are intended to provide women with opportunities to capitalize on their potential and to strengthen their collective voice in the political, social and economic arena.

### Guidelines

This year's small grants competition will center on women's leadership in Africa, the Middle East and Latin America. All projects should focus on one country, promote local community contacts with that country and address one or more of the priority topics described below. Applicants should carefully note the following restrictions/recommendations for proposals in specific geographic areas:

#### Africa (AF)

Proposals for any Sub-Saharan African country will be considered.

**Civic Education and NGOs:** publicizing and educating the public on issues that are important to women; building coalitions; networking; lobbying elected officials; media strategy; fund raising; volunteerism; participating in the elections process.

**Educating Girls:** Providing training opportunities for young women educators and community leaders to develop skills in leadership, advocacy, and conflict resolution; promoting understanding of women's effective role in society including educational institutions, economic development,

civic responsibility, history, culture, and political life. These projects will not involve student/youth exchanges. Emphasis will be on exchanges for community leaders in the various sectors.

**Women and Politics:** running for elective office and/or managing electoral campaigns; developing a media strategy; campaign finance/fund raising; effective leadership and communications skills.

USIA contact for AF Citizen Exchanges programs: Orna Tamches, 202/260-2754; E-Mail [otamches@usia.gov].

#### Middle East (NEA)

Proposals for Egypt, Israel, Jordan, Lebanon, the Palestinian Authority or Syria will be considered.

**Civic Education and NGOs:** publicizing and educating the public on issues that are important to women; building coalitions; networking; lobbying elected officials; media strategy; fund raising; volunteerism; addressing civic values.

**Women in Politics:** campaigning; advocacy; educational efforts; lobbying; and meeting the challenges and responsibilities of leadership.

**Equal Treatment of Women Under Law:** educating women about existing non-discriminatory laws, including domestic violence legislation; understanding legal rights and options; addressing attitudes of the judiciary.

USIA contact for NEA Citizens Exchange programs: Tom Johnston, 202/619-5325, E-Mail [tjohnsto@usia.gov]

#### Latin America (WHA)

**Women and Municipal Government:** working with local governments on issues of decentralization, involving the community in local government, obtaining citizen feedback on service, setting priorities, creating partnerships with local academic institutions and research centers, and creating appropriate relationships with federal and state authorities. Countries: Mexico, Peru, Paraguay, Dominican Republic, Honduras.

**Women and Politics:** running for elected office and/or managing electoral campaigns; developing a media strategy; campaign finance/fund raising; effective leadership and communication skills. Countries: Brazil, Colombia, Bolivia, El Salvador, Guatemala, Jamaica, Trinidad. E/P contact for WHA programs: Laverne Johnson, 202/619-5337; E-Mail [ljohnson@usia.gov].

### Guidelines

Program participants will travel to the U.S. under the Office of Citizen Exchanges' J-1 visa authority. Please

refer to Solicitation Package for further information.

### Budget Guidelines

The grant-making process will be specifically streamlined to accommodate first-time applicants. Priority will be given to grant proposals with budgets ranging from \$15,000 to \$40,000. No proposal above \$50,000 will be eligible. Approximately, two hundred and fifty-thousand dollars has been allotted for this competition. Awards will be announced around August 1, 1999.

Allowable costs include the following:

- (1) Program Expenses.
- (2) Administrative Expenses including indirect costs. Please refer to the Solicitation Package for complete budget guidelines for formatting instructions.

**Announcement Title and Number:** All correspondence with USIA concerning this RFP should reference the above title and number E/P/99/50.

**FOR FURTHER INFORMATION CONTACT:** The Office of Citizen Exchanges, E/P, Room 216, U.S. Information Agency, 301 4th Street, S.W., Washington, D.C. 20547, telephone number 202/619-5348, fax number 202/260-0440 to request a Solicitation Package. The Solicitation Package contains detailed application information, required certification forms, specific budget instructions, and standard guidelines for proposal preparation. Please specify USIA Program Officer's Name on all other inquiries and correspondence.

**TO DOWNLOAD A SOLICITATION PACKAGE VIA INTERNET:** The entire Solicitation Package may be downloaded from USIA's website at <http://e.usia.gov/education/rfps>. Please read all information before downloading.

**DEADLINE FOR PROPOSALS:** All proposal copies must be received at the U.S. Information Agency by 5 p.m. Washington, D.C. time on Friday, May 21, 1999. Faxed documents will not be accepted at any time. Documents postmarked the due date but received on a later date will not be accepted. Each applicant must ensure that the proposals are received by the above deadline. Applicants must follow all instructions in the Solicitation Package. Please include attachments of relevant resumes and two letters of indorsement.

The original and 10 copies of the application should be sent to: U.S. Information Agency, Ref.: E/P-99-50, 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 program content. 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, USIA 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 contents, to the full extent deemed feasible.

### Year 2000 Compliance Requirement (Y2K Requirement)

The Year 2000 (Y2K) issue is a broad operational and accounting problem that could potentially prohibit organizations from processing information in accordance with Federal management and program specific requirements including data exchange with USIA. The inability to process information in accordance with Federal requirements could result in grantees' being required to return funds that have not been accounted for properly.

USIA therefore requires that all organizations use Y2K compliant systems including hardware, software, and firmware. Systems must accurately process data and dates (calculating, comparing and sequencing) both before and after the beginning of the year 2000 and correctly adjust for leap years.

Additional information addressing the Y2K issue may be found at the General Services Administration's Office of

Information Technology website at: <http://www.itpolicy.gsa.gov>.

### Review Process

In support of first-time applicants, the grant proposal, budget and review process has been modified for this competition. The proposal narrative should not exceed six pages double-spaced and be developed around the review criteria below. Budget should be contained on one page. Please follow the enclosed Request for Proposal (RFP) Proposal Submission Instructions (PSI). Proposals will be reviewed in two tiers. First, all proposals will be read and reviewed by a qualified staff team from the Office of Citizen Exchanges and the respective USIA Area Office. Second, the most competitive will be forwarded to USIA posts overseas and to panels of Agency-wide USIA officers for formal advisory review. Non-finalists will be advised at this point in the process. Final funding decisions will be made at the discretion of USIA's 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

Applications will be competitively reviewed according to the criteria stated below:

1. *Quality of program idea and ability to achieve objectives:* Program objectives should be clearly and precisely stated. Applications should respond to priorities in this announcement and articulate the organization's ability to successfully carry out objectives. Staff and participant responsibilities and timetable should be clearly designated.

2. *Cost effectiveness and Cost sharing:* Administrative costs should be kept low. Proposals should maximize cost-sharing through support and in-kind contributions.

3. *Monitoring/Reporting:* Proposals should provide a brief plan for submitting written reports midway through the program and at the end. Reports should include accomplishments, problems

encountered, and impact on American and overseas communities.

### Authority

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 above is provided through legislation.

### 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 20, 1999.

**Judith Siegel,**

*Deputy Associate Director for Educational and Cultural Affairs.*

[FR Doc. 99-10375 Filed 4-23-99; 8:45 am]

BILLING CODE 8230-01-M