

settlement price for the nearby CBOT September soft red winter wheat futures contract (rounded to the nearest whole cent) and the August average daily settlement price for the PGE soft white wheat contract (rounded to the nearest whole cent). The Base Price will be released as an actuarial document addendum by September 20 of the pre-harvest year.

**Harvest Price (PGE)**—The August harvest year's average daily settlement price for the PGE soft white wheat contract rounded to the nearest whole cent. The Harvest Price cannot be less than the Base Price minus two dollars (\$2.00), or greater than the Base Price plus two dollars (\$2.00). The Harvest Price will be released as an actuarial document addendum by September 10 of the harvest year.

*Durum Wheat—(Insured as durum wheat in counties with a 3/15 cancellation date), (MGE)*

#### North Dakota

**Base Price (MGE)**—The February harvest year's average daily settlement price for the harvest year's MGE September durum wheat futures contract rounded to the nearest whole cent. The Base Price will be released as an actuarial document addendum by March 10 of the harvest year.

**Harvest Price (MGE)**—The August harvest year's average daily settlement price for the harvest year's MGE September durum wheat futures contract rounded to the nearest whole cent. The Harvest Price cannot be less than the Base Price minus two dollars (\$2.00), or greater than the Base Price plus two dollars (\$2.00). The Harvest Price will be released as an actuarial document addendum by September 10 of the harvest year.

*Durum Wheat—(Insured as durum wheat in counties with a 10/31 cancellation date), (MGE)*

#### Arizona and California

**Base Price (MGE)**—The Southern Durum Price equals the September 15 to October 14 pre-harvest year's average daily settlement price for the harvest year's CBOT September soft red winter wheat futures contract (rounded to the nearest whole cent) plus an adjustment equal to the average of the current year nearby basis, determined during the months of May, June, July and August of the current crop year, and the current five-year average difference between the August average daily settlement price for top milling durum wheat as reported by the MGE (rounded to the nearest whole cent) and the August average daily settlement price for the nearby

CBOT September soft red winter wheat futures contract (rounded to the nearest whole cent) not to exceed \$1.00. During the months of May and June the nearby futures contract used to determine the current year nearby basis for top milling durum wheat will be the July contract. During the months of July and August the nearby futures contract used to determine the current year nearby basis for top milling durum wheat will be the September contract. The Base Price will be released as an actuarial document addendum by October 20 of the pre-harvest year.

**Harvest Price (MGE)**—The August harvest year's average daily settlement price for top milling durum wheat as reported by the MGE rounded to the nearest whole cent. The Harvest Price cannot be less than the Base Price minus two dollars (\$2.00), or greater than the Base Price plus two dollars (\$2.00). The Harvest Price will be released as an actuarial document addendum by September 10 of the harvest year.

All other terms and conditions of the Policy remain unchanged.

Signed in Washington, D.C. on November 17, 1999.

**Kenneth D. Ackerman,**  
Manager, Federal Crop Insurance  
Corporation.

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**BILLING CODE 3410-08-P**

## DEPARTMENT OF AGRICULTURE

### Food and Nutrition Service

#### **Agency Information Collection Activities: Proposed Collection, Comment Request—Commodity Supplemental Food Program, the Food Distribution Program on Indian Reservations, and the Food Stamp Program: Title VI Civil Rights Collection Reports**

**AGENCY:** Food and Nutrition Service, USDA.

**ACTION:** Notice.

**SUMMARY:** In accordance with the Paperwork Reduction Act of 1995, the Food and Nutrition Service (FNS) is publishing for public comment a summary of a proposed information collection. The proposed collection is an extension of a collection currently approved under OMB No. 0584-0025, Civil Rights Title VI Collection Reports—Forms FNS-191 and FNS-101, for the Commodity Supplemental Food Program, the Food Distribution Program on Indian Reservations, and the Food Stamp Program.

**DATES:** Comments on this notice must be received by January 31, 2000.

**ADDRESSES:** Send comments and requests for copies of this information collection to Barbara Hallman, Chief, State Administration Branch, Food Stamp Program, Food and Nutrition Service, USDA, 3101 Park Center Drive, Alexandria, VA 22302. Copies of the estimate of the information collection can be obtained by contacting Ms. Hallman.

Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the Agency, including whether the information will have practical utility; (b) the accuracy of the Agency's estimate of the burden of the proposed collection of information including the validity of the methodology and assumptions used; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.

All comments will be summarized and included in the request for Office of Management and Budget approval of the information collection. All comments will become a matter of public record.

**FOR FURTHER INFORMATION CONTACT:** Barbara Hallman, telephone number (703) 305-2383.

#### **SUPPLEMENTARY INFORMATION:**

*Title:* Civil Rights Title VI Collection Reports—FNS-191 and FNS-101.

*OMB Number:* 0584-0025.

*Expiration Date:* March 2000.

*Type of Request:* Extension of a currently approved collection.

*Abstract:* Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d to 2000d-7, requires the collection of racial/ethnic data for all programs receiving Federal financial assistance. The Department of Justice (DOJ) regulations, 28 CFR 42.406, require all Federal agencies to provide for the collection of racial/ethnic data and information from applicants for and recipients of Federal assistance sufficient to permit effective enforcement of Title VI in each assisted program.

For purposes of the Information Collection Notice only, the Food and Nutrition Service (FNS) employs program terminology in place of the standard Title VI terminology adopted by the U.S. Department of Agriculture (USDA) and codified at 7 CFR 15.2. Thus, "State agencies," "local

agencies,” and/or “operators” are the program entities responsible for fulfilling the data collection requirements associated with “primary recipients” and/or “recipients” as defined by Title VI. Moreover, the program terms “respondents,” “applicants,” and/or “participants” refer to the “potential beneficiaries,” “applicant beneficiaries,” and/or “actual beneficiaries” of Federal financial assistance as defined by Title VI.

In order to conform with the statutory mandates of Title VI of the Civil Rights Act of 1964, DOJ regulations, and USDA regulations on nondiscrimination in Federally assisted programs, the USDA's Food and Nutrition Service (FNS) requires State agencies to submit data on the racial/ethnic categories of persons receiving benefits from FNS food assistance programs. Local agencies use the two forms referenced above (i.e., the FNS-191 and FNS-101) to collect data on the Commodity Supplemental Food Program (CSFP), the Food Distribution Program on Indian Reservations (FDPIR), and the Food Stamp Program (FSP) as explained below. FNS' data collection requirement for operators is found in the regulations for the CSFP at 7 CFR Part 247.13(d), and for the FSP at 7 CFR Part 272.6(g); the requirement for the FDPIR is found in FNS Handbook 501.

All State or local agencies must submit the appropriate form in order to receive benefits and comply with applicable legislation. If a State or local agency does not comply voluntarily, the State or local agency is subject to fund termination, suspension, or denial; or judicial action.

CSFP local agencies complete the FNS-191 for the CSFP. FNS requires local agencies to provide the actual number and racial/ethnic designations women, infants, children and elderly who receive CSFP benefits during the month of April.

FSP and FDPIR State or local agencies complete the FNS-101. FNS requires State or local agencies to report annually the actual number and racial/ethnic designation of households who receive FDPIR and/or FSP benefits during the month of July.

FNS requests that an applicant voluntarily designate a racial/ethnic category on his or her application. However, racial/ethnic information will not affect an applicant's request for benefits. In all three programs, State and local agencies collect racial/ethnic information on the benefits application form which applicants may complete and file manually or electronically. All three programs allow the individual to

self-identify his or her racial/ethnic status on the application. Observation is used when the individual does not self-identify. The Federal reporting forms do not identify individual participants.

FNS is proposing to extend the current forms unchanged (except for editorial changes such as the updating of the Agency's name) through FY 2001 reporting. In addition, at this time FNS is proposing substantial changes to be made to the forms for reporting for FY 2002. These changes are discussed below.

### **The New Categories and Reporting Forms**

#### *Background*

The racial and ethnic categories, which have been in place for nearly 20 years, conform to standards set by the Office of Management and Budget (OMB) in Statistical Policy Directive No. 15, Race and Ethnic Standards for Federal Statistics and Administrative Reporting. On October 30, 1997, OMB issued a revision of Statistical Policy Directive No. 15 in a notice in the **Federal Register** (62 FR 58781 (Oct. 30, 1997)). The new standards revise the categories and manner of reporting. All Federal agencies are to comply with the new standards. In turn, States will have to comply with the new standards.

#### *State Collection of Data*

The new standards revise the racial/ethnic categories by separating the “Asian and Pacific Islander” category into two separate categories. The five racial categories for future State agency reporting are: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, and White. The two new ethnic categories are: “Hispanic or Latino” and “Not Hispanic or Latino.” These categories are to be included on the application or data input screen.

The new standards also require that State and local agencies offer applicants the option of selecting one or more racial designations from the above categories. State agencies may not offer respondents (applicants) a “multi-racial” category. Instructions on race reporting on the application form should ask the respondent to “Mark one or more . . .” or “Select one or more . . .” State agencies shall use separate questions on the application form or data input screen for collecting data on race and ethnicity, collecting ethnicity data first, then race. Applicants may choose only one response to the Hispanic ethnicity question. State agencies will need to modify their application forms, computer input

screens and information systems to capture and retrieve data in the new categories.

The new multiracial reporting is intended to capture information on the number of people reporting that they are of more than one race. For the CSFP, State agencies currently collect the data by groups of participants (Women, Infants, Children and Elderly). CSFP State agencies shall continue to collect the data by participant but will have to use the new racial and ethnic categories and provide for multiracial reporting. However, to reduce the paperwork burden associated with the administration of the CSFP at the State and local level, we are recommending that the data no longer be reported separately by each group of participants but simply by the total number of participants in the program.

For FDPIR and FSP, State agencies currently collect the data by “household” with each household unit being counted under only one race. In actuality, most State agencies collect racial/ethnic data for one person in the household, normally the person who completes the application or is interviewed. This is done because the reporting of racial information by an applicant is voluntary and not all household members are required to be present for the eligibility interview. When an applicant chooses not to self-identify, capturing or determining racial information on absent household members based on observation of present household members or other means would be burdensome and error prone for States. FDPIR and FSP State agencies may continue to collect the data for one person per household but must use the new racial and ethnic categories and provide for multiracial reporting.

#### *Reporting of Data*

FNS is proposing drafts of the revised forms discussed above for comment at this time in order to begin to comply with the revised racial and ethnic categories and to inform State agencies of the reporting changes to come. The FNS-191 will continue to collect data for each participant. However, the FNS-191 is being revised to collect data on the number of participants in the new racial and ethnic categories and the number of participants choosing more than one race. In addition for the CSFP, States will no longer be required to report racial ethnic data separately for women, infants, children and elderly.

The FNS-101 will continue to collect data only on one person per household. We plan to refer to this individual as “household contact” on the reporting

form. FNS believes this is a more appropriate term than "household." The FNS-101 is being revised to collect data on the number of household contacts in the new racial and ethnic categories and the number choosing more than one race.

For both forms, FNS is proposing to have the State agencies report the number of people who selected only one racial category, separately for each of the five racial categories, and to provide a count of all people who selected more than one racial category. In addition, State agencies shall report the number of persons in each racial category who are Hispanic or Latino. Detailed reporting instructions will be issued by FNS when the new forms are approved by OMB and finalized. The new proposed forms are displayed at the end of this section.

#### *Implementation*

FNS recognizes that State and local agencies will need time to modify their application forms, data input screens, and information systems in order to begin capturing and tabulating the new data. We also recognize that State and local agencies may currently be involved in doing high priority Year 2000 system modifications to keep their systems operational after 1999 as well as doing other system modifications due to welfare reform and other program

changes. It is crucial for FNS' information system that all State agencies for a given program implement the new reporting format at the same time.

FNS proposes that CSFP, FDPIR, and FSP State and local agencies begin collecting the racial/ethnic data for the new reporting with new applications filed beginning October 2001. The new reporting to FNS would be effective for the report month of April 2002 for the FNS-191 and the report month of July 2002 for the FNS-101.

FNS requests comments on the proposed reporting forms and the above proposed implementation dates from State and local agencies for each program. FNS is also interested if State agencies could implement sooner than the above proposed implementation date. After considering the comments, FNS will finalize the revised forms and include them in the next burden package for OMB approval. FNS will announce the effective date(s) for each of the affected programs either through rulemaking (for the FSP) or implementing memoranda. The two revised forms follow this notice.

#### *Burden Estimate*

*Respondents:* Local agencies that administer the CSFP, FDPIR, and FSP.

*Number of Respondents:* 2,939 (72 for CSFP, 106 for FDPIR, and 2,761 for FSP).

#### *Estimated Number of Responses per Respondent:*

Form FNS-191: 72 local CSFP agencies once a year.

Form FNS-101: 106 local FDPIR agencies and 2,761 local FSP agencies once a year.

#### *Estimate of Burden:*

Form FNS-191: The local CSFP agencies submit Form FNS-191 at an estimate of 1.75 hours per respondent, or 126 total hours. There is an additional recordkeeping burden of .25 hours per respondent for maintaining the responses, or 18 hours. Total burden is 144 hours.

Form FNS-101: The local FDPIR and FSP agencies submit Form FNS-101 at an estimate of 2 hours per respondent, or 5,734 total hours. There is an additional burden of .25 hours per respondent for maintaining the responses, or 717 hours. Total burden is 6,451 hours.

*Estimated Total Annual Burden on Respondents:* The revised annual reporting and recordkeeping burden for OMB No. 0584-0025 is estimated to be 6,595 hours. The burden is unchanged.

Dated: November 18, 1999.

**George A. Braley,**  
*Acting Administrator.*

**BILLING CODE 3410-30-P**

U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE  
**RACIAL/ETHNIC GROUP PARTICIPATION**  
**COMMODITY SUPPLEMENTAL FOOD PROGRAM**  
 FNS INSTRUCTION 113-2

No further monies or other benefits may be paid out under this program unless this report is completed and filed as required by existing regulation. *(Instructions on reverse of last copy.)*

1. STATE	2. STATE #	L/A#	NO. OF CLINICS				
3. REPORTING LOCAL AGENCY NAME _____ ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____ TELEPHONE NUMBER _____							
4. REPORTING YEAR: APRIL <b>ACTUAL NUMBER OF PARTICIPANTS FOR THE MONTH OF APRIL</b>							
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	BLACK OR AFRICAN AMERICAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	WHITE	MORE THAN ONE RACE	TOTAL <i>(See Note Below)</i>
5. NO. OF PARTICIPANTS BY RACIAL/ETHNIC GROUP							
6. NO. OF HISPANIC OR LATINO PARTICIPANTS BY RACE							
DATE	TITLE			SIGNATURE			

FORM FNS-191 (10-98) *Previous editions are obsolete*  
 Electronic Form Version Designed in JetForm 5.01 Version

ORIGINAL - FNS REGIONAL OFFICE

NOTE: Total number of participants should agree with the data reported on the April Form FNS-153 Monthly Report of the Commodity Supplemental Food Program and Quarterly Administrative Financial Status Report.

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**INSTRUCTIONS**

This report will be prepared annually covering the month of April.

**LOCAL AGENCIES** - shall forward the original and one copy to the State agency by the 7th day of July, retaining the second copy.

**STATE AGENCIES** - shall determine that reports have been received from all local agencies and review all information prior to forwarding the original copy to the appropriate FNS regional office in time to reach that office no later than the 31st day of July. The duplicate copy form shall be retained and used for analysis in monitoring local agencies and State agency compliance with civil rights requirements.

**FNS REGIONAL OFFICES** - shall determine that all local agency reports have been received from the State agencies and reviewed for completeness. The regional office shall enter all local agency information into the National Master database by the 19th day of September.

**Item 1 and 4 - Self-Explanatory.**

**Item 2 -** For State agency, enter the 4-digit Letter of Credit number. For local agency, enter the 3-digit identification number used in

previous year(s) that was assigned by FNS. New local agencies shall obtain the identification number from the State agency. The new local agency 3-digit number should be the next unused consecutive identification number. Enter the number (001 or more) of clinics under each local agency's supervision.

**Item 3 -** Enter the name, address and 10-digit telephone number for the local Agency. For the name and address, enter one letter or number in each block. Abbreviations are permitted, where necessary. This will be used as input information for the CSFP Local Agency Directory.

**Items 5 -** Report for each racial group the number of participants who received commodities during April and that selected one race. Report the number of participants in April that reported they are more than one race in the "More than One Race" block.

Using the same racial categories from item 5, report for each racial group the number of participants who participated in April who are Hispanic or Latino.

**OMB BURDEN STATEMENT:** According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0025. The time required to complete this information collection is estimated to average 1-3/4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

FORM APPROVED OMB NO. 0584-0025

U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE

**PARTICIPATION IN FOOD PROGRAMS - BY RACE**

FNS Instruction 113-1

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0025. The time required to complete this information collection is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

1. STATE/ITO	2. PROGRAM ("X" one only). Use separate form for each program). <input type="checkbox"/> FOOD STAMP <input type="checkbox"/> FDIPIR	3A. NAME OF PROJECT AREA	4. NAME & ADDRESS OF REPORTING WELFARE AGENCY OR DISTRIBUTING AGENCY				
5. REPORTING YEAR July _____		3B. PROJECT AREA CODE					
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	BLACK OR AFRICAN AMER	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	WHITE	MORE THAN ONE RACE	TOTAL (See Note Below)
6. NO. OF HOUSEHOLD CONTACTS PARTICI- PATING BY RACE							
7. NO. OF HISPANIC OR LATINO HH CONTACTS BY RACE							

**NOTE:** Total number of participating household contacts in item 6 should agree with the data reported on the respective monthly report (July) submitted for the Food Stamp Program (Form FNS-388A) or the Food Distribution Program on Indian Reservations (Form FNS-152).

8. REMARKS

DATE	TITLE	SIGNATURE
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FORM FNS-101 (8-98) Previous edition obsolete  
Electronic Form Version Designed in JetForm 5.01

ORIGINAL - FNS Regional Office

No further monies or other benefits may be paid out under these programs unless this report is completed and filed as authorized by existing law (Title VI of the Civil Rights Act of 1964).

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**INSTRUCTIONS**

This report will be prepared annually covering the month of July.

**REPORTING UNITS** - Send the original and one copy to reach the State Agency as soon as possible, but no later than the 20th of August.

**STATE AGENCIES AND INDIAN TRIBAL ORGANIZATIONS (ITOs)** - shall determine that reports have been received from all reporting units. The original copy shall be forwarded to the appropriate FNS Regional Office to reach that office as soon as possible, but no later than the 19th of September.

**REGIONAL OFFICES** - shall determine that reports have been received from all State Agencies, Indian Tribal Organizations, and reporting units. *The regional office shall enter all local agency information into FSPIIS and SNPIIS databases by the 20th of November.*

Items 1 thru 5 and 8 - self explanatory.

Item 6 - A household contact is the person who completes the application or is interviewed. Report for only one household contact per participating household. Report for each racial group the number of household contacts that participated (received coupon benefits or commodities) during July and that selected one race. Report the number of household contacts that participated in July and that reported they are more than one race in the "More Than One Race" block.

Item 7 - Using the same racial categories from item 6, in item 7 blocks, report for each racial group the number of household (HH) contacts who participated in July who are Hispanic or Latino.