

for developing and implementing security requirements/safeguards for SSA's State information exchange program.

Dated: January 5, 2000.

**Paul D. Barnes,**

*Deputy Commissioner for Human Resources.*

[FR Doc. 00-880 Filed 1-13-00; 8:45 am]

BILLING CODE 4191-02-U

## DEPARTMENT OF STATE

[Public Notice 3202]

### Culturally Significant Objects Imported for Exhibition Determinations: "Treasures of the Last Empire"

**AGENCY:** United States Department of State.

**ACTION:** Amendment.

**SUMMARY:** On June 30, 1999, notice was published at page 35253 of the **Federal Register** (64 FR 35253) by the United States Information Agency pursuant to Pub. L. 89-259 relating to the exhibit "Treasures of the Last Empire." I hereby determine that seventeen additional works of art to be included in the exhibit and imported from abroad for the temporary exhibition without profit within the United States are of cultural significance. I also determine that the temporary exhibition of these works of art as part of the exhibit aboard The Queen Mary, Long Beach, California, from on or about January 15, 2000, to on or about April 25, 2000, is in the national interest.

Dated: January 9, 2000.

**William B. Bader,**

*Assistant Secretary for Educational and Cultural Affairs, U.S. Department of State.*

[FR Doc. 00-986 Filed 1-13-00; 8:45 am]

BILLING CODE 4710-08-P

## DEPARTMENT OF STATE

[Public Notice 3203]

### Bureau of Educational and Cultural Affairs Fulbright Teacher Exchange Program Orientation

**AGENCY:** Department of State.

**ACTION:** Request for Proposals.

**SUMMARY:** The Office of Global Educational Programs of the United States Department of State's Bureau of Educational and Cultural Affairs announces an open competition for an assistance award program. Public and private non-profit organizations, with a minimum of four years of experience in successfully administering orientation programs, and meeting the provisions

described in IRS regulation 26 CFR 1.501(c) may apply to develop and administer August 2000 orientation activities in Washington DC for approximately 570 foreign and U.S. teachers and dependents participating in the Fulbright Teacher Exchange Program. The activities prepare participants in the program to teach (elementary, secondary, or college level) in the educational system of another country. The programming specifically strives: (a) To provide U.S. teachers with opportunities to meet face-to-face with their foreign exchange partners to discuss the details of their individual exchange assignments; (b) To provide participants with an understanding of the educational systems in which they will be teaching; and (c) To provide teachers with practical guidance on living in their countries of destination, with particular references to cross-cultural differences. The award in the FY-2000 competition will be approximately \$260,000. Grants are subject to the availability of committed funds for Fiscal Year 2000.

### Proposal

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 cited above is provided through the Fulbright-Hays Act.

Programs and projects must conform to Bureau requirements and guidelines outlined in the Solicitation Package for this RFP. The Project Objectives, Goals, and Implementation (POGI), and the Proposal Submission Instructions (PSI), which contain additional guidelines, are included in the Solicitation Package. Proposals that do not follow RFP requirements and the guidelines appearing in the POGI and PSI may be excluded from consideration due to technical ineligibility.

**Announcement Title and Number:** All communications with the Bureau concerning this RFP should refer to Fulbright Teacher Exchange Program

Orientation and reference number ECA/A/S/X-00-03.

**Deadline for Proposals:** All copies must be received at the Bureau of Educational & Cultural Affairs by 5 p.m. Washington, DC time on *Friday, March 10, 2000*. Faxed documents will not be accepted at any time, nor will documents postmarked *March 10, 2000*, but received at a later date. It is the responsibility of each applicant to ensure compliance with the deadline.

**Program Dates:** Grant should begin on or about May 1, 2000 and run through April 30, 2001.

### FOR FURTHER INFORMATION CONTACT:

United States Department of State, Bureau of Educational & Cultural Affairs, Office of Global Educational Programs, Fulbright Teacher Exchange Branch, State Annex 44, ECA/A/S/X, room 349, 301 4th Street, SW, Washington, DC 20547, telephone: (202) 619-4556, fax: (202) 401-1433 to request a Solicitation Package containing more detailed award criteria, required application forms, and standard guidelines for preparing proposals, including specific criteria for preparation of the proposal budget. Please specify Bureau Program Officer Dehab Ghebreab, (telephone: 202-619-4556; e-mail: [dghebreab@usia.gov](mailto:dghebreab@usia.gov)) on all inquiries and correspondence.

### To Download a Solicitation Package via Internet

The entire Solicitation Package may be downloaded from the Bureau's website at <http://e.usia.gov/education/rfps>. Please read all information before downloading.

Interested applicants should read the complete **Federal Register** announcement before sending inquiries or submitting proposals. Once the RFP deadline has passed, Bureau staff may not discuss this competition in any way with applicants until the Bureau proposal review process has been completed.

### Submissions

Applicants must follow all instructions given in the Solicitation Package. The original and 10 copies of the application should be sent to: U.S. Department of State, Bureau of Educational and Cultural Affairs, Ref.: ECA/A/S/X-00-03, Program Management Staff, ECA/EX/PM, Room 336, 301 4th Street, SW, Washington, DC 20547.

### Diversity 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 in program content. Please refer to the review criteria under the "Support for Diversity" section for specific suggestions on incorporating diversity into the total proposal.

#### **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 the Bureau. 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.

The Bureau therefore requires 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 web-site at <http://www.itpolicy.gsa.gov>.

#### **SUPPLEMENTARY INFORMATION:**

#### **Overview: August Orientation Workshop**

Approximately 570 U.S. and foreign exchange teachers and their dependents from approximately 30 countries will attend an orientation workshop in Washington, DC, from Monday, July 31 to Friday, August 4, 2000. Names and numbers of participants will be provided in May/June after completion of the educator matching process. (There will be approximately 152 US teachers, 190 foreign teachers and 228 family members.)

Participating countries arrange for non-U.S. teachers to arrive at the U.S. orientation site. Flights carrying non-U.S. teachers and their families should arrive on Monday, July 31, 2000 in the Washington, DC area. Arrangements should be made by the recipient institution for the U.S. teachers and

their families to arrive at the orientation on Tuesday, August 1, which is a rest day for foreign teachers. (The recipient institution must require U.S. teachers to make their own travel arrangements to the orientation site, on a reimbursable basis). The workshop itself will take place August 2-3 for all participants. Departure will be scheduled for August 4.

*Purpose:* The purpose of the August orientation workshop is to provide U.S. and foreign teachers and their spouses and dependents with a wide range of briefings, training, and discussions to assist them in preparing to function effectively in host schools and communities here and abroad in order to promote the mission of the Fulbright Program, mutual understanding. Partners meet face-to-face and share important information about their workplace and other particulars concerning their individual exchanges. The workshop should focus on the teachers' need to understand education in the host country, the professional and personal aspects of the exchange, and the many aspects of adjustment to living abroad, including cross-cultural orientation. The workshop should also address the anticipated needs and concerns of spouses and children so that they are able to optimally benefit from the exchange year abroad.

*Agenda:* The agenda should recognize partner relationship building as a priority by scheduling joint sessions for U.S. and foreign partners in the morning, establishing training objectives for each session, and sequencing sessions to reinforce experiential learning. An equivalent of one day should be set aside for the US teachers and their families, as well as exchange partners and their families, to attend joint sessions and discuss their individual exchanges one-on-one.

Sessions for U.S. and foreign teachers, some with their spouses, should include presentations on educational systems and cross-cultural matters. The POGI contains more specific information.

#### **Additional Activities**

In developing the program agenda, cooperating institution may wish to provide additional activities designed to strengthen teachers' and dependents' abilities to function in a foreign setting. Time constraints should be considered: sessions must not interfere with the partner joint sessions and (one-on-one) discussions. Possibilities might include sessions on cross-cultural communication and understanding, and visits to embassies, consulates, and cultural gatherings. It may also be possible to schedule sessions on August

1 when all foreign teachers are present and most U.S. teachers will have arrived by the afternoon.

#### **Speakers**

Cooperating institution is to identify and invite speakers and panelists to cover all sessions, but must demonstrate its ability and willingness to draw on its own resources to identify such individuals, as well as other resources beyond the organization. This includes universities in the area, consulting groups, embassy personnel or other experts. Speakers may include State Department's specialists, staff from foreign counterpart agencies, university faculty, international and intercultural specialists, foreign consular and embassy officials, former exchange teachers, foreign teachers, currently on exchange in the United States, U.S. administrators associated with the program and others. The Bureau must approve speaker/panelist selections. During the sessions set aside for administrative matters, Bureau staff will specifically designate State Department specialists and staff from foreign counterpart agencies to serve as resource people and speakers. The cooperating institution may also be asked to call on these people to assist with other orientation sessions. As much as possible, presenters should incorporate Fulbright specific situations, issues, and materials.

#### **Services**

In addition to developing the agenda and securing speakers, the cooperating institution will provide specific services in consultation with Bureau program officers. The POGI contains more specific information.

#### **Web-Site**

The institution will be expected to design a web-site to support easy access to information pertaining to the August orientation program. The web-site should be linked to the Bureau's and program agency's appropriate sites to help grantees access additional resources and information.

#### **Reports**

The institution will be expected to design and distribute an evaluation for the August orientation to be completed by the teachers. Such a form will cover program content, including meeting sessions, as well as logistical arrangements such as housing, food, and general meeting facilities. The form will be cleared by Bureau prior to its use. Participants' evaluations should be tabulated and sent to the Bureau no later than four weeks after the orientation.

The institution should also provide the Bureau with a substantive written analysis of the orientation, with recommendations for improving future orientations (no later than ten weeks after the orientation). The Bureau reserves the right to conduct an independent evaluation of the program. The institution is also required to provide a breakdown of actual cost figures for the orientation no later than ten weeks after the completion of the orientation.

**Special note:** The cooperating institution will survey the literature of appropriate subject fields to determine materials of greatest potential value to teachers. If approved by the Bureau, recipient institution will purchase materials (up to \$40 per teacher). The institution will also compile other materials as directed by the Bureau. These may include materials on U.S. education, including current trends and initiatives, materials on education in selected foreign countries, materials on cross-cultural adjustment and understanding, materials that provide guidance on living abroad, and other materials which the institution and the Bureau staff consider useful. The institution will provide these materials to U.S. and foreign exchange teachers at the orientation.

**Note:** The Bureau may also request that cooperating institution arrange additional orientation and/or training, or workshop briefings for program participants and administrators, resource people, and organizers during the award period. Cooperating institution may also be asked to provide programming and other services to the Bureau including, but not limited to, peer committee chairpersons workshops, predeparture orientation activities, foreign and U.S. teacher debriefings, materials purchase and distribution, and the development of new program information, including materials and videos.

#### Proposed Budget

Organizations must submit a comprehensive line-item budget based on the specific guidance in the Solicitation Package. There must be a summary budget as well as a breakdown reflecting both the administrative budget and the program budget. For better understanding or further clarification, applicants may provide separate sub-budgets for each program component, phase, location, or activity in order to facilitate the Bureau decisions on funding. Administrative costs should be kept low; this will be an important factor in grant competition. Also, the ability to achieve cost-effectiveness within budget guidelines through cost-sharing will enhance competitive proposals. Please refer to

the Solicitation Package for complete budget guidelines and formatting instructions.

#### Review Process

The Bureau will acknowledge receipt of all proposals and will review them for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein and in the Solicitation Package. All eligible proposals will be reviewed by Bureau officers. Proposals may also be reviewed by the Office of the Legal Advisor or by other offices of the State Department. Funding decisions will be made at the discretion of the Assistant Secretary for Educational and Cultural Affairs. Final technical authority for assistance awards (grants or cooperative agreements) will reside with a contracts officer with competency for Bureau programs.

#### Review Criteria

State Department officers will use the criteria below to reach funding recommendations and decisions. Technically eligible applications will be competitively reviewed according to the criteria stated below. These criteria are not rank-ordered or weighted.

**1. Quality and Clarity of Program Planning:** Proposals should exhibit substance, precision, and relevance to Bureau mission. Detailed agenda and relevant work plan should demonstrate substantive undertakings and logistical capacity. Agenda and plan should adhere to the program overview and guidelines described above. Proposals should clearly demonstrate how the institution will meet the program's objectives and plan.

**2. Support of Diversity:** Proposals should demonstrate substantive support of the Bureau's policy on diversity by outlining relevant aspects of the institutional profile. Achievable and relevant features should be cited in both program administration and program content (orientation sessions, resource materials, and choice of resources).

**3. Institutional Capacity and Record/Ability:** Proposed personnel and institutional resources should be adequate and appropriate to achieve the program or project's goals. Proposals should demonstrate an institutional record of successful exchange programs, including responsible fiscal management and full compliance with all reporting requirements for past Bureau grants as determined by the State Department's Contracts office. The Bureau will consider the past performance of prior recipients and the demonstrated potential of new applicants.

**4. Project Evaluation:** Proposals should include a plan to evaluate the activities' success, both as the activities unfold and at the end of the program. A draft survey questionnaire or other technique plus description of a methodology to use to link outcomes to original project objectives are recommended.

**5. Cost-effectiveness and Cost-sharing:** The overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible. All other items should be necessary and appropriate. Proposals should maximize cost-sharing through other private sector support as well as institutional direct funding contributions.

#### Notice

The terms and conditions published in this RFP are binding and may not be modified by any Bureau representative. Explanatory information provided by the Bureau 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 Bureau 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 the internal Bureau procedures.

Dated: January 7, 2000.

**Evelyn S. Lieberman,**

*Under Secretary for Public Diplomacy and Public Affairs.*

[FR Doc. 00-985 Filed 1-13-00; 8:45 am]

BILLING CODE 4710-11-P

#### OFFICE OF THE UNITED STATES TRADE REPRESENTATIVE

#### Notice of Meeting of the Industry Functional Advisory Committee on Electronic Commerce (IFAC-4)

**AGENCY:** Office of the United States Trade Representative.

**ACTION:** Notice of meeting.

**SUMMARY:** The Industry Functional Advisory Committee on Electronic Commerce (IFAC-4) will hold a meeting on February 3, 2000, from 9 a.m. to 3 p.m. The meeting will be open to the public from 9 a.m. to 12 noon and closed to the public from 12 noon to 3 p.m.