

applications and applications that are non-responsive to the eligibility criteria will not advance through the review process. Applicants will be notified that their application did not meet submission requirements.

An objective review panel will evaluate complete and responsive applications according to the criteria listed in the "V.1. Criteria" section above.

Applicants may apply for any or all of the target populations or settings. A separate application should be submitted for each setting or population proposed. Applications from each target population will be evaluated independently by the objective review panel and will be ranked against applications from the same target population according to the Evaluation Criteria.

In addition, the following factors may affect the funding decision:

Preference will be given to applicants who propose settings which will provide a diverse ethnic, racial or risk population with regard to the overall selection of venues participating in the demonstration projects.

### V.3. Anticipated Announcement and Award Dates

Awards will be issued on or about September 1, 2004.

## VI. Award Administration Information

### VI.1. Award Notices

Successful applicants will receive a Notice of Grant Award (NGA) from the CDC Procurement and Grants Office. The NGA shall be the only binding, authorizing document between the recipient and CDC. The NGA will be signed by an authorized Grants Management Officer, and mailed to the recipient fiscal officer identified in the application.

Unsuccessful applicants will receive notification of the results of the application review by mail.

### VI.2. Administrative and National Policy Requirements

45 CFR Part 74 and Part 92

For more information on the Code of Federal Regulations, see the National Archives and Records Administration at the following Internet address: <http://www.access.gpo.gov/nara/cfr/cfr-table-search.html>.

The following additional requirements apply to this project:

- AR-2 Requirements for Inclusion of Women and Racial and Ethnic Minorities in Research
- AR-4 HIV/AIDS Confidentiality Provisions

- AR-5 HIV Program Review Panel Requirements
- AR-6 Patient Care
- AR-7 Executive Order 12372
- AR-8 Public Health System Reporting Requirements
- AR-10 Smoke-Free Workplace Requirements
- AR-11 Healthy People 2010
- AR-12 Lobbying Restrictions
- AR-14 Accounting System Requirements
- AR-15 Proof of Non-Profit Status
- AR-21 Small, Minority, and Women-Owned Business
  - AR-24 Health Insurance Portability and Accountability Act Requirements

Additional information on these requirements can be found on the CDC Web site at the following Internet address: <http://www.cdc.gov/od/pgo/funding/ARs.htm>.

### VI.3. Reporting Requirements

You must provide CDC with an original, plus two hard copies of the following reports:

1. Interim progress report, no less than 90 days before the end of the first 12-month budget period. The progress report will serve as your non-competing continuation application, and must contain the following elements:

- a. Current Budget Period Activities Objectives
- b. Current Budget Period Financial Progress
- c. New Budget Period Program Proposed Activity Objectives
- d. Budget
- e. Additional Requested Information
- f. Measures of Effectiveness

2. Financial status report, no more than 90 days after the end of the budget period.

3. Final financial and performance reports, no more than 90 days after the end of the project period.

These reports must be mailed to the Grants Management Specialist listed in the "Agency Contacts" section of this announcement.

## VII. Agency Contacts

For general questions about this announcement, contact: Technical Information Management Section, CDC Procurement and Grants Office, 2920 Brandywine Road, Atlanta, GA 30341, Telephone: 770-488-2700.

For program technical assistance, contact: Scott Kellerman, MD, MPH, Extramural Project Officer, 1600 Clifton Road, MS E-46, Atlanta, Georgia 30333, Telephone: 404-639-4484, E-mail: [SKellerman@CDC.GOV](mailto:SKellerman@CDC.GOV).

For financial, grants management, or budget assistance, contact: Betty

Vannoy, Contract Specialist, CDC Procurement and Grants Office, 2920 Brandywine Road, Atlanta, GA 30341, Telephone: 770-488-2897, E-mail: [bbv9@cdc.gov](mailto:bbv9@cdc.gov).

Dated: June 16, 2004.

**William Nichols,**

*Acting Director, Procurement and Grants Office, Centers for Disease Control and Prevention.*

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Centers for Disease Control and Prevention

#### Disease, Disability, and Injury Prevention and Control Special Emphasis Panel (SEP): Annual Influenza Vaccine Effectiveness Estimates in Healthy and High-Risk Populations, Program Announcement Number 04109

In accordance with Section 10(a)(2) of the Federal Advisory Committee Act (Pub. L. 92-463), the Centers for Disease Control and Prevention (CDC) announces the following meeting:

*Name:* Disease, Disability, and Injury Prevention and Control Special Emphasis Panel (SEP): Annual Influenza Vaccine Effectiveness Estimates in Healthy and High-Risk Populations, Program Announcement Number 04109.

*Times and Dates:* 9 a.m.–9:30 a.m., July 26, 2004 (Open); 9:45 a.m.–4 p.m., July 26, 2004 (Closed).

*Place:* Marriott Airport Hotel, 4711 Best Road, College Park, GA 30337, telephone 404-766-7900.

*Status:* Portions of the meeting will be closed to the public in accordance with provisions set forth in Section 552b(c)(4) and (6), Title 5 U.S.C., and the Determination of the Director, Management Analysis and Services Office, CDC, pursuant to Public Law 92-463.

*Matters To Be Discussed:* The meeting will include the review, discussion, and evaluation of applications received in response to Program Announcement Number 04109.

*Contact Person for More Information:* Trudy Messmer, Ph.D., Scientific Review Administrator, National Center for Infectious Diseases, CDC, 1600 Clifton Road, NE., MS-C19, Atlanta, GA 30333, telephone 404-639-2176.

The Director, Management Analysis and Services Office, has been delegated the authority to sign **Federal Register** notices pertaining to announcements of meetings and other committee management activities, for both CDC and the Agency for Toxic Substances and Disease Registry.

Dated: June 17, 2004.  
**Alvin Hall,**  
*Director, Management Analysis and Services  
 Office, Centers for Disease Control and  
 Prevention.*  
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**DEPARTMENT OF HEALTH AND  
 HUMAN SERVICES**

**Administration for Children and  
 Families**

**Proposed Information Collection  
 Activity; Comment Request**

**Proposed Projects**

*Title:* Survey of Early Head Start  
 Programs.

*OMB No.:* New Collection.

*Description:* The Head Start  
 Reauthorization Act of 1994 established  
 a special initiative creating funding for  
 services for families with infants and  
 toddlers. In response, the  
 Administration on Children, Youth and  
 Families (ACYF) within the

Administration for Children and  
 Families (ACF) developed the Early  
 Head Start program. Early Head Start  
 programs are designed to produce  
 outcomes in four domains: (1) Child  
 development, (2) family development,  
 (3) staff development, and (4)  
 community development. As a  
 requirement of the Reauthorization Act,  
 ACYF funded a rigorous randomized  
 trial to study the effectiveness of Early  
 Head Start programs, sampling from 17  
 programs funded in the initial years.  
 That research found positive effects of  
 the program overall in a variety of areas,  
 as well as effects for different program  
 types and levels of implementation, and  
 among study participants with different  
 characteristics.

The aim of the current research is to  
 obtain a national picture of Early Head  
 Start. This initiative will begin a process  
 of describing how the Early Head Start  
 initiative has grown over time, how  
 programs are currently implementing  
 services, and who is being served. The  
 study will be conducted between  
 September 2004 and May 2005.

The data will consist of a survey of all  
 Early Head Start programs in October  
 2004 and site visits to a selected sample  
 of 25 programs in early 2005. All data  
 collection instruments have been  
 designed to minimize the burden on  
 respondents by minimizing the time  
 required to respond. Participation in the  
 study is voluntary.

The results of the research will be  
 used by the Head Start Bureau and ACF  
 to gain a better understanding of  
 changes in program processes and  
 services over time, to identify areas of  
 strength and weakness in order to target  
 training and technical assistance or  
 further research efforts, and finally, to  
 provide a broader context for lessons  
 learned from the impact study.

*Respondents:* Early Head Start  
 directors, Early Head Start coordinators  
 and specialists, teachers, home visitors,  
 and parents of Early Head Start  
 children.

**Annual Burden Estimates**

Estimated Response Burden for  
 Respondents to the Survey of Early  
 Head Start Programs

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Annual burden hours
Survey of Programs (2004) .....	<sup>a</sup> 595	1	3.0	1,785.0
Site Visit Protocol (2005):				
Director Protocol .....	25	1	3.0	75.0
Coordinator/Specialist Protocol: <sup>b</sup>				
Community Partnership .....	25	1	1.0	25.0
Disabilities .....	25	1	1.0	25.0
Early Childhood .....	25	1	1.0	25.0
Family Partnership .....	25	1	1.0	25.0
Home Visiting .....	25	1	1.0	25.0
Teacher Protocol <sup>c</sup> .....	125	1	1.5	187.5
Home Visitor Protocol <sup>c</sup> .....	125	1	1.5	187.5
Parent Protocol <sup>c</sup> .....	125	1	1.5	187.5
<b>Total for Site Visits .....</b>	<b>525</b>	<b>.....</b>	<b>.....</b>	<b>762.5</b>

<sup>a</sup> Assumes 85 percent response rate for the survey.

<sup>b</sup> Not all programs will have staff in each position, therefore, burden estimates for some programs may be overstated.

<sup>c</sup> Assumes group interviews with up to five individuals per site. Assumes that all sites have both home visitors and teachers, although when that is not the case, the burden estimates will be overstated.

*Estimated Total Annual Burden  
 Hours: 2,547.5.*

In compliance with the requirements  
 of section 3506(c)(2)(A) of the  
 Paperwork Reduction Act of 1995, the  
 Administration for Children and  
 Families is soliciting public comment  
 on the specific aspects of the  
 information collection described above.  
 Copies of the proposed collection of  
 information can be obtained and  
 comments may be forwarded by writing  
 to the Administration for Children and  
 Families, Office of Information Services,  
 370 L'Enfant Promenade, SW.,  
 Washington, DC 20447, Attn: ACF  
 Reports Clearance Officer. All requests

should be identified by the title of the  
 information collection. E-mail address:  
*grjohnson@acf.hhs.gov.*

The Department specifically requests  
 comments on: (a) Whether the proposed  
 collection of information is necessary  
 for the proper performance of the  
 functions of the agency, including  
 whether the information shall have  
 practical utility; (b) the accuracy of the  
 agency's estimate of the burden of the  
 proposed collection of information; (c)  
 the quality, utility, and clarity of the  
 information to be collected; and (d)  
 ways to minimize the burden of the  
 collection of information on  
 respondents, including through the use

of automated collection techniques or  
 other forms of information technology.  
 Consideration will be given to  
 comments and suggestions submitted  
 within 60 days of this publication.

Dated: June 16, 2004.  
**Robert Sargis,**  
*Reports Clearance Officer.*  
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