institution by the FDIC and/or negotiations with the liable institutions.

(3) In the event that any liable institution is closed prior to paying an assessment, the amount assessed or to have been assessed against that institution may be assessed against the remaining liable institution(s).

(4) The FDIC, after consulting with the appropriate federal and state financial institutions regulatory agencies, shall establish in each case a schedule for payment which may include a lump sum reimbursement, as well as procedures for receipt of such payment.

(5) Once liability has attached, the FDIC will consider information similar to that provided with a request for a conditional waiver of liability in determining the amount of the estimated loss to be assessed. Such information may also include suggested payment plans.

By order of the Board of Directors.

Dated at Washington, DC., this 25th day of March, 1997.

Federal Deposit Insurance Corporation

Robert E. Feldman,

Deputy Executive Secretary.

[FR Doc. 97–8254 Filed 3–31–97; 8:45 am]

BILLING CODE 6714–01–P

FEDERAL ELECTION COMMISSION

[Notice 1997–5]

Filing Dates for the Texas Special Election

AGENCY: Federal Election Commission.

ACTION: Notice of Filing Dates for Special Elections.

SUMMARY: Texas has scheduled a Special Runoff Election on April 12, 1997, to fill the U.S. House seat in the Twenty-Eighth Congressional District held by the late Congressman Frank Tejeda. On March 15, 1997, a Special General Election was held, with no candidate achieving a majority vote. Under Texas law, a runoff election will now be held between the top two vote-getters.

Committees required to file reports in connection with the Special Runoff Election on April 12 should file a 12-day Pre-Runoff Election Report on March 31, 1997; a 30-day Post-Runoff Report on May 12, 1997; and a Mid-Year Report on July 31, 1997.

FOR FURTHER INFORMATION CONTACT: Ms. Bobby Werfel, Information Division, 999 E Street, N.W., Washington, DC 20463, Telephone: (202) 219–3420; Toll Free (800) 424–9530.

SUPPLEMENTARY INFORMATION: All principal campaign committees of candidates who participate in the Texas Special Runoff Election and all other political committees not filing monthly which support candidates in the Special Election shall file a 12-day Pre-Runoff Report on March 31, 1997, with coverage dates from the close of the last report filed, or the day of the committee's first activity, whichever is later, through March 23, 1997; a Post-Runoff Report on May 12, 1997, with coverage dates from March 24 through May 2, 1997; and a Mid-Year Report on July 31, 1997, with coverage dates from May 3 through June 30, 1997.

CALENDAR OF REPORTING DATES FOR TEXAS SPECIAL ELECTION FOR COMMITTEES INVOLVED IN THE SPECIAL RUNOFF

Report	Close of books [1]	Reg./cert. mailing date [2]	Filing date
Pre-Runoff	03/23/97	02/28/97	03/31/97
Post-Runoff	05/02/97	05/12/97	05/12/97
Mid-Year	06/30/97	07/31/97	07/31/97

[1] The period begins with the close of books of the last report filed by the committee. If the committee has filed no previous reports, the period begins with the date of the committee's first activity.

[2] Reports sent by registered or certified mail must be postmarked by the mailing date; otherwise, they must be received by the filing date.

Dated: March 27, 1997.

John Warren McGarry,

Chairman, Federal Election Commission.

[FR Doc. 97–8208 Filed 3–31–97; 8:45 am]

BILLING CODE 6715–01–M

FEDERAL EMERGENCY MANAGEMENT AGENCY

The National Board Fiscal Year 1997 Plan for Carrying Out the Emergency Food and Shelter Program (EFSP)

AGENCY: Federal Emergency Management Agency (FEMA).

ACTION: Notice.

SUMMARY: This notice sets out the plan by which the Emergency Food and Shelter Program National Board (National Board) is conducting a program during FY 1997 to distribute $100,000,000 to private voluntary organizations and local governments for delivering emergency food and shelter to needy individuals. The distribution formula for selecting organizations and localities, and the award amount for each, follow the Plan text.

DATES: The award to the National Board was made October 3, 1996.

FOR FURTHER INFORMATION CONTACT: Carol Coleman, Preparedness, Training and Exercise Directorate, Federal Emergency Management Agency, (202) 646–3107, or Kay C. Goss, Chair, EFSP National Board, (202) 646–3487.

SUPPLEMENTARY INFORMATION: Title III of the Stewart B. McKinney Homeless Assistance Act, 42 U.S.C. 11301 *et seq.*, authorizes use of funds appropriated by the Congress to supplement and expand ongoing efforts to provide shelter, food, and supportive services to homeless, needy individuals.

As in past phases, grant awards from this program are provided to address emergency needs. This program is not intended to address or correct structural poverty or long-standing problems. Rather, this appropriation is intended for the purchase of food and shelter to supplement and expand current available resources and not to substitute or reimburse ongoing programs and services.

This funding should be used to target special emergency needs. And when we discuss emergency needs we are referring to economic, not disaster-related, emergencies. The funding should supplement feeding and sheltering efforts in ways that make a difference. What that means is: EFSP is not intended to make up for budget shortfalls or to be considered just a line in an annual budget; it is not intended that the funds must go to the same agencies for the exact same purposes every year; and, the funding is open to all organizations helping hungry and homeless people and it is not intended that the funds should go only to Local Board member agencies or local government agencies.

Having stated what it is not, what does the National Board want this program to be? As we read the law, EFSP should: create inclusive local coalitions that meet regularly to determine the best use of funds and to monitor their use in their respective communities; treat every program year as a fresh opportunity to reassess what particular community needs (e.g., on-site feeding or utility assistance, mass shelter or homelessness prevention, etc.) should be addressed; encourage agencies to work together to emphasize their respective strengths, work out common problems, and prevent duplication of effort; and, examine whether the program is helping to meet the needs of special populations such as minorities, Native Americans, veterans, families with children, the elderly, and the handicapped.

It is our intention to re-emphasize that this program has a commitment to emergency services. We continue to view it as an opportunity for building a cohesive emergency structure which can, for example, coordinate the assistance provided, across agencies, to families and individuals applying for rental, mortgage, or utility assistance; enhance a food banking network that is economical in its cost and broad in its coverage; reinforce creative cooperation among feeding and sheltering sites to ensure help for street populations most in need; and, establish or maintain a system that complements rather than supplants existing private and governmental efforts to provide rent, mortgage, or utility assistance.

The National Board is aware that much is asked of our voluntary Local Boards and LROs, and very little administrative funding is provided. But the cooperative model that EFSP has helped to create can be a useful vehicle for many governmental and community-based programs. As a group, local providers can accomplish much: initiating a dialogue with local offices of Federal entities such as the U.S. Department of Agriculture to take full advantage of excess commodities and its other programs or with the U.S. Department of Labor's Job Training Partnership Act (JTPA); working with Federal programs that require the input of local providers such as the Department of Housing and Urban Development's Community Development Block Grant or Emergency Shelter Grant and the Department of Health and Human Services' Health Care for the Homeless; pooling agency efforts to gain Federal (for example, HUD's Transitional Housing Program) and private foundation grants; leveraging EFSP funds within the community by encouraging matches of local EFSP allocations from State and local governments and private resources; and, exchanging ideas on administrative and accounting methods that can improve delivery of services and focus on the collaborative rather than the competitive aspects of agency relations.

Fourteen years ago this program began as a one-time effort to help address urgent needs. The survival of this public-private partnership is not only a testament to needs, but also to the effectiveness of EFSP as an example of local decision-making and community responsibility in attempting to meet those needs.

EFSP is a reminder of this nation's willingness to confront difficult problems within the society in new ways. But most importantly, EFSP has fed and sheltered homeless and hungry people, it has maintained homes and the families in those homes, and it has created useful public-private partnerships within communities.

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1.0 Background and Introduction

The Emergency Food and Shelter Program was established on March 24, 1983, with the signing of the ''Jobs Stimulus Bill,'' Public Law 98–8. That legislation created a National Board, chaired by FEMA, which consisted of representatives of the American Red Cross; Catholic Charities, USA; the Salvation Army; Council of Jewish Federations, Inc.; United Way of America; and the National Council of Churches of Christ in the U.S.A.

Since that first piece of legislation in 1983, through its authorization under the Stewart B. McKinney Homeless Assistance Act (Pub.L. 100–77—signed into law on July 24, 1987, subsequently reauthorized under Pub.L. 100–628, signed into law on November 7, 1988), the Emergency Food and Shelter Program has distributed $1.5 billion to over 11,000 social service agencies in more than 2,500 communities across the country.

From its inception, the unique features of this program have been the partnerships it has established. At the national level, the Federal government and board member organizations have the legal responsibility to work together to set allocations criteria and establish program guidelines. Such coalitions, as set forth in the law, are even more vital on the local level. In each community Local Boards make the most significant decisions on their own make-up and operation, the types of services most in need of supplemental help, what organizations should be funded and for what purpose and amount. These portions of the law have remained unchanged and are the core of this unique public-private partnership.

1.1 Purpose

This publication is developed by the National Board to outline the roles, responsibilities, and implementation procedures which shall be followed by the National Board, FEMA Local Boards, LROs, SSA Committees, in the distribution and use of these funds.

National in scope, EFSP will provide food and shelter assistance to individuals in need through local private voluntary organizations and local governments in areas designated by the National Board as being in highest need. The intent of EFSP is to meet emergency needs by supplementing and expanding food and shelter assistance individuals might currently be receiving, as well as to help those who are receiving no assistance. Individuals who received assistance under previous programs may again be recipients, providing they meet local eligibility requirements.

2.0 FEMA's Role and Responsibilities

(a) FEMA will perform the following EFSP activities:

(1) Constitute a National Board consisting of individuals affiliated with United Way of America; the Salvation Army; the National Council of Churches of Christ in the USA; Catholic Charities, USA; the Council of Jewish Federations, Inc.; the American Red Cross; and FEMA.

(2) Chair the National Board, using parliamentary procedures and consensus by the National Board as the mode of operation.

(3) Provide policy guidance, management oversight, Federal

coordination, and staff assistance to the National Board.

(4) Award the grant to the National Board.

(5) Assist the Secretariat in implementing the National Board Program.

(6) Report to Congress on the year's program activities through the Interagency Council on the Homeless Annual Report.

(7) Conduct audits of the program.

(8) Initiate Federal collection procedures to collect funds or documentation due when the efforts of the National Board have not been successful.

3.0 National Board's Role and Responsibilities

(a) The National Board will perform the following EFSP activities:

(1) Select jurisdictions of highest need for food and shelter assistance and determine amount to be distributed to each.

(2) Notify national organizations interested in emergency food and shelter to publicize the availability of funds.

(3) Develop the operational manual for distributing funds and establish criteria for expenditure of funds.

(4) In jurisdictions that received previous awards, notify the former Local Board chair that new funds are available. In areas newly selected for funding, notify the local United Way, American Red Cross, Salvation Army, or local government official. The National Board will notify qualifying jurisdictions of award eligibility within 60 days following allocation by FEMA.

(5) Provide copies of award notification materials to National Board member affiliates and other interested parties.

(6) Secure board plan, certification forms and board rosters from Local Boards. Ensure Local Board compliance with established guidelines.

(7) Distribute funds to selected LROs.

(8) Hear appeals and grant waivers.

(9) Establish an equitable system to accomplish the reallocation of unclaimed or unused funds. Unused or recaptured funds will be reallocated by the National Board, except in the case of State Set-Aside counties whose funds may be reallocated by the respective State Set-Aside Committees.

(10) Ensure that funds are properly accounted for, and that funds due are collected.

(11) Provide consultation and technical assistance to local jurisdictions as necessary to monitor program compliance.

(12) Compile the reports it receives from the Local Boards and submit a detailed accounting of use of all program monies in the form of a report to FEMA.

(13) Conduct a compliance review of food and shelter expenditures made under this program for specified LROs. The National Board, FEMA, the independent accounting firm selected by the National Board, or the Inspector General's office may also conduct an audit of these funds.

(14) Monitor LRO compliance with OMB Circular A–133.

The United Way of America will act as the National Board's Secretariat and fiscal agent and perform necessary administrative duties for the Board. An administrative allowance of one percent of the total award may be used for National Board administration.

3.1 Client Eligibility

The National Board does not set client eligibility criteria. Local Boards may choose to set such criteria. If the Local Board does not set eligibility criteria, the LRO may use its existing criteria or set criteria for assistance under this award. However, the LROs criteria must provide for assistance to needy individuals without discrimination (age, race, sex, religion, national origin, or handicap).

Funds allocated to a jurisdiction are intended for use within that jurisdiction. Residents of or transients in a specific jurisdiction should seek service within that jurisdiction.

Citizenship is not an eligibility requirement to receive assistance from EFSP. The National Board does not mandate nor recommend the use of any particular existing criteria (i.e., food stamp guidelines, welfare guidelines, or income guidelines).

4.0 State Set-Aside (SSA) Committee Role and Responsibilities

(a) *SSA Committee's role.*

(1) The SSA process has been adopted to allow greater flexibility in selection of jurisdictions and is intended to target pockets of homelessness or poverty in non-qualifying jurisdictions (refer to Supplementary Information, above, on qualifying criteria), areas experiencing drastic economic changes such as plant closings, areas with high levels of unemployment or poverty which do not meet the minimum level of unemployment, or jurisdictions that have documented measures of need which are not adequately reflected in unemployment and poverty data.

(2) The distribution of funds to SSA Committees will be based on a ratio calculated as follows: the State's average number of unemployed in non-funded jurisdictions divided by the average number of unemployed in non-funded jurisdictions nationwide equals the State's percentage of the total amount available for SSA awards.

(b) *SSA responsibilities.*

(1) A SSA Committee in each State will recommend high-need jurisdictions and award amounts to the National Board. Priority consideration is to be given to jurisdictions otherwise not meeting criteria for funding, although funded jurisdictions may receive additional funding. SSA Committees should also consider the special circumstances of jurisdictions that qualified in previous funding phases but are not eligible in the current phase. The State Committees may wish to provide these jurisdictions with an allocation so that the abrupt change in funding status is not disruptive to local providers. SSA Committees are encouraged to consider current and significant State or local data in their deliberations. Although the National Board staff provides national data to the SSA Committees, it does *not* mandate any particular formula. These committees are free to act independently in choosing eligible jurisdictions.

In each State, the chair of the previous phase's SSA Committee will be notified of the award amount available to the SSA Committee. In a State where there are affiliates of the voluntary organizations represented on the National Board, they must be invited to serve on the State Committee. If no single State affiliate exists, an appropriate representative should be invited. The Governor or his/her representative will replace the FEMA member. State Committees are encouraged to expand participation by inviting or notifying other private non-profit organizations on the State level. The National Board encourages the inclusion of Native Americans, minorities, and other appropriate representatives on the State Committee.

(2) Members of the SSA Committee shall elect a person to chair the committee.

(3) The SSA Committees are responsible for the following:

(i) recommending high-need jurisdictions and award amounts within the State. When selecting jurisdictions with demonstrated need, the National Board encourages the consideration of counties incorporating or adjoining Indian reservations. The SSA Committee has 25 working days to notify the National Board in writing of its selections and the appropriate contact person for each area.

Note: The minimum award amount for a single jurisdiction is $1,000 and only whole-dollar amounts can be allocated.

(ii) Notifying the National Board of selection criteria that were used to determine which jurisdictions within the State were selected to receive funds. The National Board will then notify these jurisdictions directly. In the event funds are not claimed by the SSA jurisdictions, SSA Committees may recommend other jurisdictions to receive the unclaimed funds.

(4) An administrative allowance of one-half of one percent (5) of the total SSA award to each State may be used for SSA administration.

5.0 Local Boards' Role and Responsibilities

(a) *Local Boards' Role and Responsibilities.*

(1) Each area designated by the National Board to receive funds shall constitute a Local Board. In a local community where there are affiliates of the United Way of America; The Salvation Army; the National Council of Churches of Christ in the U.S.A.; Catholic Charities, U.S.A; Council of Jewish Federations; and the American Red Cross; which are represented on the National Board, they must be invited to serve on the Local Board. An agency's own governing board may not serve as a Local Board. The National Board mandates that if a jurisdiction is located within or encompasses a federally recognized Indian reservation, a Native American representative must be invited to serve on the Local Board. All Local Boards are required to include in their membership a homeless or formerly homeless person. Local Boards should seek recommendations from LROs for an appropriate representative. Local Boards that are unable to have homeless or formerly homeless representation must still consult with homeless or formerly homeless individuals, or former or current clients of food or housing services for their input. The County Executive/Mayor, appropriate head of local government or his or her designee will replace the FEMA member. Local Boards are encouraged to expand participation and membership by inviting or notifying minority populations, other private non-profit organizations and government organizations; the jurisdiction should be geographically represented as well.

(2) The members of each Local Board will elect a chair.

(3) Local Board membership is not honorary; there are specific duties the board must perform. If a member cannot regularly attend meetings, the member should be replaced by another representative of the member's designated agency. If a member must be absent from a meeting, the member's organization may designate an alternate.

(4) If a locality has not previously received funding and is now designated as being in high need, the National Board has designated the local United Way to constitute and convene a Local Board as described above. If there is no local United Way, or it does not convene the board, the local American Red Cross, the local Salvation Army, or a local government official will be responsible for convening the initial meeting of the Local Board.

(5) If a locality has previously received National Board funding, the former chairman of the Local Board will be contacted regarding any new funding the locality is designated to receive.

(6) Each award phase is new; therefore, the Local Board is a new entity in every phase. The convener of the Local Board must ask each agency to designate or redesignate a representative every program year.

(7) The National Board requires Local Boards to select one of the following options for meetings:

(i) Quarterly Meetings: Local Boards are encouraged to meet quarterly to ensure LROs are implementing the program according to guidelines. Meetings may be conducted via conference calls.

(ii) Semiannual Meetings: Local Boards meeting twice a year must also ensure that LROs are implementing the program according to guidelines. Ongoing monitoring activities must take place. Local Boards electing to hold meetings semiannually will be required to submit copies of their meeting minutes with the jurisdiction's final report.

(8) A majority of members must be present for the meeting to be official. Attendance and decision-making minutes must be kept. Meeting minutes must be approved by the Local Board at the next meeting. They must also be available to the National Board, Federal authorities, and the public on request.

(9) The Local Board will have 25 working days after the notification of the award selection by the National Board in which to advertise and promote the program to give any organization capable of providing emergency services an opportunity to apply for funds. Advertising must take place prior to the Local Board's allocation of funds. Failure to advertise properly will delay processing of the jurisdiction's board plan and subsequent payment of funds. Local Boards should allow at least one week for interested organizations to apply for funding. (Local Boards are not required to re-advertise fund availability for supplemental allocations within the same spending period.

(10) The Local Board recommends which local organizations should receive grants and the amounts of the grants. Local Boards must have a written application process and consider all private voluntary and public organization applicants. In selecting LROs to receive funds, the Local Board must consider the demonstrated ability of an organization to provide food and/or shelter assistance. Local Board members should strive to use consistent criteria, sound judgment and fairness in their approach. Local Board membership must have no relationship to funding. Local Board members must abstain from voting on their own grant awards. LROs should be selected to receive funds to supplement and extend eligible on-going services, not be funded in anticipation of a needed service (i.e., fire victims, floods, tornadoes, etc.); neither should agencies be selected for funding due to budget shortfalls nor for cuts in other funding sources.

LROs that received awards from previous legislation may again be eligible provided that the LRO still meets eligibility requirements. Agencies on Indian reservations are eligible to receive EFSP monies, if they meet LRO requirements.

The minimum grant per LRO is $300 and only whole-dollar amounts may be allocated. The Local Board should be prepared to justify an allocation of one-third (1/3) or more of its total award to a single LRO.

(11) Local Boards are responsible for monitoring LROs that receive over $100,000 in Federal funds and ensuring that they comply with OMB Circular A–133.

(12) Local Boards must complete and return all required forms to the National Board. (Local Board Plan, Local Board Certification Form, and Local Board Roster).

(13) Local Boards shall secure and retain signed forms from each LRO certifying that program guidelines have been read and understood, and that the LROs will comply with cost eligibility and reporting requirements.

(14) Local Boards must establish a system to ensure that no duplication of service occurs within the expenditure categories of rent, mortgage or utility assistance (RMU). Local Boards are free to establish any system as long as no duplication of rent/mortgage or utility assistance can take place under reasonable circumstances.

(15) Establish client eligibility, at Local Board's discretion. Local Boards may determine client eligibility for EFSP or utilize established LRO

eligibility. A separate needs test for assistance under EFSP may be developed and used by LROs, but should first be approved by the Local Board. The Local Board should communicate eligibility criteria for assistance under EFSP to LROs.

(16) Local Boards must notify the National Board of changes in the Local Board chair, staff contact, or LRO contacts, including complete addresses and phone numbers.

(17) Local Boards that determine they can better utilize their resources by merging with neighboring boards may do so. The head of government or his or her designee for each jurisdiction must sit on the merged board, along with agency representatives from each jurisdiction. The merged Local Board must ensure that the award amount designated for each civil jurisdiction is used to provide assistance to individuals within that jurisdiction.

(18) Local Boards are required to be familiar with current guidelines and to provide technical assistance to service providers. Advice and counsel can be provided by National Board staff.

(19) An appeals process must be established to address participation or funding, to hear and resolve appeals made by funded or non-funded organizations, and to investigate complaints made by individuals or organizations. Appeals should be handled promptly. Cases that cannot be handled locally should be referred in writing to the National Board and include details on action that has been taken. Only when there is significant question of misapplication of guidelines, fraud, or other abuse on the part of the Local Board will the National Board consider action. Cases involving fraud or other misuse of Federal funds should be reported to the Office of the Inspector General, FEMA, in writing or by telephone at 1–800–323–8603.

(20) The chair of the Local Board or his or her designated staff will be the central coordination point of contact between the National Board and the LRO selected to receive assistance from EFSP.

(21) If requested by the National Board, the Local Board should nominate an appropriate feeding organization to receive surplus food from Department of Defense commissaries.

(22) Boards will be responsible for monitoring programs carried out by the LROs they have selected to receive funds. Local Boards should work with LROs to ensure that funds are being used to meet immediate food and shelter needs on an ongoing basis. Local Boards may not alter or change National Board cost eligibility or approve expenditures outside the National Board's criteria without National Board permission. An interim report of expenditures is due to the National Board with each LRO's second check request. A final report (accompanied by financial documentation for specified LROs) is due 45 days after the end of each jurisdiction's program. The National Board will provide forms for all required reports. Local Boards may request other reports from their LROs at an appropriate time (e.g., monthly or quarterly updates).

(23) The Local Board should reallocate funds whenever it determines that the original allocation plan does not reflect the actual need for services or if an LRO is unable to use its full award effectively. Funds must be recovered and may be reallocated if an LRO makes ineligible expenditures or uses funds for items that have clearly not been approved by the Local Board. Funds held in escrow for LROs which have unresolved compliance problems can be reallocated or may be reclaimed by the National Board. The deadline to reallocate any funds held in escrow is July 31, 1997.

The Local Board may approve reallocation of funds between LROs that are already participating in the program. However, the National Board must be notified in writing. The Local Board may also return funds to the National Board for reissuance to another LRO or request reallocation of remaining funds before they are released by the National Board (e.g., second/third payments).

If the Local Board wishes to reallocate funds to an agency that was not approved on the original board plan, a written request for approval must be made to the National Board. An LRO must be approved by the National Board prior to receipt of funds.

Local Boards can reallocate funds from one service to another (e.g., from food to shelter) without National Board approval if the transfer is within an individual LRO.

If a Local Board is unable to satisfy the National Board that it can utilize funds in accordance with this plan, the National Board may reallocate the funds to other jurisdictions.

(24) Should anyone have reason to suspect that EFSP funds are being used for purposes contrary to the law and guidelines governing the program, the National Board recommends taking action to assist in bringing such practices to a halt.

The National Board requires that the Office of the Inspector General, FEMA, be contacted immediately when fraud, theft, or other criminal activity is suspected in connection with the use of EFSP funds, or the operation of a facility receiving EFSP funds. This notification can be made by calling the Inspector General's Hotline at 1–800–323–8603, or in writing to: Office of the Inspector General, FEMA, 500 C Street S.W., Washington, DC 20472. The complainant should include as much information as possible to support the allegation and preferably furnish his/her name and telephone number so that the special agent assigned to that office may make a follow-up contact. The confidentiality of any communication made with the Office of Inspector General is protected by Federal law.

A complainant desiring to remain totally anonymous should make a follow-up phone call to the Office of the Inspector General within 30 days from the date of the original complaint so that any follow-up questions may be asked. Follow-up calls should be made to 1–202–646–3894 during normal business hours, Eastern Standard Time (charges may be reversed). The caller should advise that he/she is making a follow-up call regarding a prior anonymous complaint. The Office of the Inspector General, FEMA, will appropriately notify both local law enforcement authorities and the National Board concerning the substance of the allegations and the results of the investigation.

(25) Reports to the National Board on LROs' expenditures shall be submitted as of the date each LROs second/third check is requested and a final report should be submitted within 45 days after the jurisdiction's end-of-program date.

(26) After the close of the program, the accuracy of all LROs' reports and documentation shall be reviewed. Documentation for specified LROs should be forwarded to the National Board as requested. In the event expenditures violate the eligible costs under this award, the Local Board must require reimbursement to the National Board.

Local Boards are required to remain in operation until all program and compliance requirements of the National Board have been satisfied. All records related to the program must be retained for three (3) years from the end-of-program date.

(27) Each jurisdiction will be granted the option to extend its spending period by 30, 60, or 90 days. This option will be offered during the summer of each phase. The extension applies to the entire jurisdiction. Should the jurisdiction receive a grant in the next phase, that phase's spending period will begin the day after the chosen end-date.

5.1 Variances and Waivers

(a) *Variances.* Local Boards may receive requests for variances in the budgets they have approved for LROs. Local Boards may allow such changes provided that the requested items are eligible under this program. If there is any doubt on the part of the Local Board as to eligibility, it should contact the National Board for clarification.

If an expenditure requested by an LRO falls outside the program guidelines, the Local Board, if in accord, should request in writing a waiver from the National Board in advance of the expenditure.

(b) *Waivers.* Waivers requested because of a compliance exception must be submitted to the Local and then National Board for review. National Board staff will evaluate waiver requests and use discretion to approve or deny requests. In general, the National Board considers waiver requests that are not within the guidelines, but address the program's intent.

The waiver request from the Local Board should clearly state the need for this exception, approximate costs, timelines or any other pertinent information it deems necessary for the National Board to make their decision.

6.0 Local Recipient Organizations' Roles and Responsibilities

(a) *Local Recipient Organizations' roles and responsibilities.*

(1) In selecting LROs to receive funds, the Local Board must consider the demonstrated ability of an organization to provide food and shelter assistance. LROs should be selected to receive funds to supplement and extend eligible ongoing services, not to be funded in anticipation of a needed service (i.e., fire, flood, or tornado victims); neither should agencies be selected for funding due to budget shortfalls nor for cuts in other funding sources. Local participation in the program is not limited to organizations that are part of any State or national organization. Agencies on Indian reservations are eligible to receive EFSP funds if they meet LRO requirements as set forth in the program manual. Organizations that received awards from previous legislation may again be eligible provided that the organization still meets eligibility requirements.

(2) For a local organization to be eligible for funding it must:

(i) Be nonprofit or an agency of government;

(ii) Have an accounting system or an approved fiscal agent;

(iii) Have a Federal employer identification number (FEIN), or be in the process of securing FEIN (Note: contact local IRS office for more information on securing FEIN and the necessary form [SS–4];

(iv) Conduct an independent annual audit if receiving $25,000 or more from EFSP;

(v) Practice nondiscrimination (those agencies with a religious affiliation wishing to participate in the program must agree not to refuse services to an applicant based on religion or require attendance at religious services as a condition of assistance, nor will such groups engage in any religious proselytizing in any program receiving EFSP funds); and,

(vi) For private voluntary organizations, have a voluntary board.

Each LRO will be responsible for certifying in writing to the Local Board that it has read and agrees to abide by the cost eligibility and reporting standards of this publication and any other requirements made by the Local Board.

An LRO may not operate as a vendor for itself or other LROs except for the shared maintenance fee for food banks.

(3) LROs selected for funding must:

(i) Maintain records according to the guidelines set forth in the manual. Consult the Local Board chair/staff on matters requiring interpretation or clarification prior to incurring an expense or entering into a contract. It is important to have a thorough understanding of these guidelines to avoid ineligible expenditures and consequent repayment of funds. LROs' questions can be answered by National Board staff at (703) 706–9660.

(ii) Provide services within the intent of the program. Funds are to be used to supplement and extend food and shelter services, not as a substitute for other program funds. LROs should take the most cost-effective approach in buying or leasing eligible items/services, and should limit purchases to essential items within the $300 limit for equipment, unless prior approval has been granted by the National Board.

(iii) Deposit funds for this program in a federally insured bank account. Proper documentation must be maintained for all expenditures under this program according to the guidelines. Agencies should ensure that selected banks will return canceled checks. LROs' expenditures and documentation will be subject to review for program compliance by the Local Board, National Board or Federal authorities. Records must be maintained for three years and any interest income must be put back into program expenditures.

6.1 Independent Annual Audit Requirements

(a) *LROs receiving $25,000 or less in EFSP funding.* No independent annual audit will be required for these LROs.

(b) *LROs receiving $25,000 or more in EFSP funding.* An independent annual audit in accordance with Government Auditing Standards will be required for these LROs.

The National Board will accept an LROs national/regional annual audit if the following conditions are met:

(1) The LRO is truly a subsidiary of the national organization (i.e., shares a single Federal tax exemption).

(2) The LRO is audited by the national/regional office internal auditors or other person designated by the national/regional office AND the national/regional office is audited by an independent certified public accountant or public accounting firm, which includes the parent organization's review of the LRO in a larger audit review.

(3) A copy of the local audit review by the parent organization along with a copy of the independent audit of the national/regional office will be made available to the National Board upon request.

In addition to the above requirements, any LRO receiving $100,000 or more in combined federal funds must have an audit made in accordance with OMB Circulars A–128 or A–133, as applicable.

Audits of units of government shall be made annually unless State or local government had, by January 1, 1987, a constitutional or statutory requirement for less frequent audits. For those governments' biennial audits, covering both years are permitted.

6.2 Fiscal Agent/Fiscal Conduit Relationship

(a) For National Board purposes, a fiscal agent is an agency that maintains all EFSP financial records for another agency. A fiscal conduit is an EFSP-funded agency that maintains all EFSP financial records on behalf of one or more agencies under a single grant. If any one agency in a jurisdiction is making bulk purchases for other agencies not funded directly, it must serve as a fiscal conduit and follow all rules, thereof.

(b) The fiscal agent/fiscal conduit is the organization responsible for the receipt of funds, disbursement of funds to vendors, and documentation of funds received. The fiscal agent/fiscal conduit must meet all of the requirements of an LRO.

(c) Local Boards may wish to use a fiscal agent/fiscal conduit when they desire to fund an agency that does not have an adequate accounting system nor conducts an annual audit, but nevertheless meets all other criteria. The Local Board may authorize funds to be channeled through another agency which has been designated as the fiscal agent/conduit. Fiscal agents/conduits will be held accountable for compliance with program requirements.

(d) Any agency benefitting from funds received by a fiscal agent/fiscal conduit must meet all of the criteria to be an LRO except the accounting system and annual audit requirements and sign the Fiscal Agent/Fiscal Conduit Relationship Certification Form. For tracking purposes, all agencies funded through fiscal agents or fiscal conduits must secure a Federal Employer's Identification Number.

(e) Fiscal agents/fiscal conduits may cut checks to vendors only. They may not cut checks to the agencies on whose behalf they are acting or to agencies/sites under their ''umbrella.'' The exception to this is when an agency is using the per diem allowance for mass shelters or the per meal allowance for served meals.

(f) Fiscal agents will be required to submit individual interim and final reports for each agency. Fiscal conduits will file a single interim report on their awards along with a breakdown of agencies and spending with the final report.

(g) Any LRO with an outstanding compliance exception may not be funded under a fiscal agent/fiscal conduit. If a fiscal agent has an unresolved compliance exception, any other funds awarded to the fiscal agent (either as a grant for its own program or as fiscal agent for another agency) will be held in escrow until all compliance exceptions are resolved. Fiscal conduits will be audited as a single award, and will be handled as any other LRO.

6.3 Financial Terms and Conditions

(a) *Definitions.*

''Local Recipient Organization'' refers to the local private or public organizations that will receive any award of funds from the National Board.

''Award'' refers to the award of funds made by the National Board to a local private or public organization on the recommendation of a Local Board.

''End-of-program date'' refers to the date, as agreed upon by Local and National Board, by which all monies in a given jurisdiction must be spent or returned.

(b) *Amendments.*

An award may be amended at any time by a written modification. Amendments that reflect the rights and obligations of either party shall be executed by both the National Board and the LRO. Administrative amendments such as changes in accounting data may be issued unilaterally by the National Board.

(c) *Local Board Authority Related to LROs.*

(1) The Local Board is responsible for monitoring expenditures of LROs providing food and/or shelter services, authorizing the adjustment of funds between food and shelter programs, and reallocating funds from one LRO to another.

(2) Local Boards *may not* alter or change National Board cost eligibility or approve expenditures outside the National Board's criteria without National Board permission. (Refer to Section 3.1 on Variances and Waivers.)

(3) A Local Board can call back funds from an LRO and reallocate to another LRO in the case of gross negligence, inadequate use of funds, failure to use funds, failure to use funds for purposes intended, or for any other violation of the National Board guidelines, or in cases of critical need in the community. The Local Board must advise, in writing, all concerned LROs of any reallocation of their original award.

(4) In the event the Local Board discovers ineligible expenditures by an LRO, the Local Board must send to the organization a written request for reimbursement of the amount. The National Board must also be notified. If the LRO is unwilling or unable to reimburse the National Board for the ineligible expenditures, the Local Board must refer the matter to the National Board. The National Board may ask the Local Board to take further action to see that reimbursement of ineligible expenditures is made to the National Board, or the National Board may refer the matter to FEMA.

If the Local Board suspects that fraud has been committed by an LRO, the Local Board must contact the Office of the Inspector General, FEMA, in writing or by telephone at 1–800–323–8603 with details of suspected fraud or misuse of Federal funds.

(5) If an LRO received an award under previous phases, it must not include those funds in any reporting for the present awards. Reports should be confined to the amount granted by the National Board under the new appropriations legislation.

(d) *Cash Depositories.*

(1) Any money advanced to the LRO under the terms of this award must be deposited in a bank with Federal Deposit Insurance Corporation (FDIC) or Federal Savings & Loan Insurance Corporation (FSLIC) insurance coverage (whose responsibility has been taken over by FDIC), and the balance exceeding the FDIC or FSLIC coverage must be collaterally secured. Interest income earned on these monies must be put back into program costs.

(2) LROs are encouraged to use minority banks (a bank which is owned at least 50 percent by minority group members). This is consistent with the national goal of expanding the opportunities for minority business enterprises. A list of minority-owned banks can be obtained from the Office of Minority Business Enterprises, Department of Commerce, Washington, DC 20203.

(e) *Retention and Custodial Requirements for Records.*

(1) Financial records, supporting documentation, statistical records, and all other records pertinent to the award shall be retained for a period of three years, with the following exceptions:

(i) If any litigation, claim or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

(ii) Records for nonexpendable property, if any, acquired in part with Federal funds shall be retained for three years after submission of a final report. Nonexpendable property is defined as tangible property having a useful life of more than one year and an acquisition cost of more than $300 per unit.

(2) The retention period starts from the date of the submission by the LRO of the final expenditure report.

(3) The National Board may request transfer of certain records to its custody from the LRO when it determines that the records possess long-term retention value. The LRO shall make such transfers as requested.

(4) The Director of FEMA, the Comptroller General of the United States, and the National Board, or any of their duly authorized representatives, shall have access to any pertinent books, documents, papers, and records of the recipient organization, and its subgrantees to make audits, examinations, excerpts and transcripts.

(f) *Financial management systems.*

(1) The LRO/fiscal agent or fiscal conduit shall maintain a financial management system that provides for the following:

(i) Accurate, current and complete disclosures of the financial results of this program.

(ii) Records that identify adequately the source and application of funds for federally supported activities. These records shall contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, outlays, and incomes.

(iii) Effective control over and accountability for all funds, property, and other assets.

(iv) Procedures for determining eligibility of costs in accordance with the provisions of the EFSP manual.

(v) Accounting records that are supported by source documentation. The LRO must maintain and retain a register of cash receipts and disbursements and original supporting documentation such as purchase orders, invoices, canceled checks, and whatever other documentation is necessary to support its costs under the program.

(vi) A systematic method to ensure timely and appropriate resolution of audit findings and recommendations.

(vii) In cases where more than one civil jurisdiction (e.g., a city and a balance of county, or several counties) recommends awards to the same LRO, the organization can combine these funds in a single account. However, separate program records for each civil jurisdiction award must be kept.

(h) *Payment.*

A first payment shall be made to the LRO by the Secretariat upon recommendation of the Local Board and approval by the National Board. Second check requests include an interim report to be completed by each LRO. The request is signed by the Local Board Chair, and mailed to the National Board. Second/third installments will be held until the jurisdiction's final Local Board report and documentation for the previous year has been reviewed and found to be clear.

(i) *Financial reporting requirements.*

LROs shall submit a financial status report to the Local Board which will be forwarded to the National Board 45 days after the jurisdiction's program ending date.

The National Board shall provide the LRO, through the Local Board, with the necessary report forms well in advance of report deadlines.

(j) *Closeout procedures.*

(1) The following definitions shall apply to closeout procedures:

''Close-out'' is the process by which the National Board determines that all applicable administrative actions and all required work of the award have been completed.

''Disallowed costs'' are those charges that the National Board determined to be unallowable in accordance with the legislation, National Board requirements, applicable Federal cost principles, or other conditions contained in the award. The applicable cost principles for Private Voluntary Organizations are contained in OMB Circular A–122, ''Cost Principles Applicable for Non-Profit Agencies,'' and OMB Circular A–110, ''Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.'' The applicable cost principles for Public Organizations are contained in OMB Circular A–87, ''Cost Principles for State Agencies and Units of Local Governments.'' If you are unsure of where to find these circulars, check with your local Congressional Representative.

(k) *Suspension and Termination Procedures.*

(1) The following definitions shall apply:

(i) ''Termination'' of the award means the cancellation of Federal assistance, in whole or in part, under the award at any time prior to the date of completion.

(ii) ''Suspension'' of the award is an action by the Local Board or National Board that temporarily suspends Federal assistance under the award pending corrective action by the LRO or pending a decision by the National Board to terminate the award.

(iii) ''Local Board Authority'' is authority to suspend/reallocate all or a portion of an LRO's award at its discretion for any cause (i.e., inability to deliver services, suspected fraud, violation of eligible costs, changing need in the community, etc.).

(l) *Lobbying.*

(1) Public Law 101–121, Section 319, states that an LRO shall not use Federally appropriated grant funds for lobbying activities. This condition bars the use of Federal money for political activities, but does not in any way restrict lobbying or political activities paid for with non-Federal funds. This condition prohibits the use of Federal grant funds for the following activities:

(i) Federal, State or local electioneering and support of such entities as campaign organizations and political action committees;

(ii) Direct lobbying of the Congress and State legislatures to influence legislation;

(iii) Grassroots lobbying concerning either Federal or State legislation;

(iv) Lobbying of the Executive branch in connection with decisions to sign or veto enrolled legislation; and,

(v) Efforts to utilize State or local officials to lobby the Congressional or State Legislatures.

(2) Any LRO that will receive more than $100,000 in EFSP funds is required to submit the following prior to grant payment:

(i) A certification form that EFSP funds will not be used for lobbying activities; and,

(ii) A disclosure of lobbying activities (if applicable). This certification and disclosure must be submitted prior to grant payment.

6.4 Grant Payment Process

United Way of America has been designated as the fiscal agent for the National Board and as such will process all Local Board plans. Payments will be made to organizations recommended by Local Boards for funding.

The National Board offers two methods of payment to LROs: direct deposit (electronic funds transfer) or checks. The National Board encourages LROs to take advantage of direct deposit where possible.

All awards totaling less than $100,000 will be paid in two equal installments. Awards totaling $100,000 or more will be paid in two equal installments upon submission of lobbying certification and disclosure.

The National Board will distribute second payments once the jurisdiction's compliance review is completed for the previous program period. Second payments will be held in escrow until all compliance exceptions are satisfied by the LRO. The deadline to request all second payments under Phase XV is July 31, 1997. Therefore, for those LROs ineligible to receive their second checks due to unresolved compliance exceptions, Local Boards must reallocate their escrowed awards by July 31, 1997.

All payments will be mailed directly to the LRO. Second payments will be mailed to the LRO only upon the written request of the Local Board Chair along with the LRO's interim report. The Local Board will authorize second payments once they are assured that the organization is implementing the current program as intended and according to these guidelines.

6.5 Eligibility of Costs

The intent of this appropriation is for the purchase of food and shelter to supplement and extend current available resources and not to substitute or reimburse ongoing programs and services. Questions regarding interpretation of the program's guidelines should be cleared by the LRO with the Local Board prior to action. Local Boards unsure of the meaning of these guidelines should contact the National Board at (703) 706–9660 for clarification prior to advising the LRO. If an expenditure requested by an LRO is not listed below as eligible, the Local Board has the option of requesting a waiver from the National Board for consideration.

No individual or family may be charged a fee for service with relation to assistance under EFSP.

(a) *Eligible Program Costs.*

Eligible program costs include, but are not limited to:

For food banks/pantries, eligible costs include:

(1) Groceries, food vouchers, vegetable seeds, gift certificates for food. Documentation required: receipts/ invoices for food purchased and canceled checks.

(2) An allowance for maintenance fees charged by food banks can be granted by a Local Board at the prevailing rate. EFSP funds cannot be used to pay such a maintenance fee twice: by a food bank and by the food pantry/agency it is serving. Food banks may operate as both a vendor and LRO. Documentation required: receipts/invoices for food purchased and canceled checks.

(3) Transportation expenses related to the delivery of purchased and donated food; limited to actual fuel costs. Documentation required: (1) mileage log at the current Federal rate (30 cents per mile), with departure, destination and trip purpose; or, (2) receipts/invoices from contracted services or public transportation, receipts for actual fuel costs; and canceled checks.

(4) Purchase of small equipment not exceeding $300 per item and essential to operation of food bank or pantry (e.g., shelving, storage containers). Documentation required: receipts/ invoices for equipment purchased and canceled checks.

(5) Purchase of consumable supplies essential to distribution of food (e.g., bags, boxes). Documentation required: receipts/invoices for supplies purchased and canceled checks.

For mass shelters (five or more beds) or mass feeding sites, eligible expenditures include:

(6) Food (hot meals, groceries, food vouchers). Limited amounts of dessert items (i.e., cookies, ice cream, candy, etc.) used as a part of a daily diet plan may be purchased. Also allowable are vegetable seeds and vegetable plants cultivated in an agency's garden on-site and canning supplies. Documentation required: receipts/invoices for food purchased and canceled checks or served meals per diem schedule).

(7) Local transportation expenses for picking up/delivery of food; transporting clients to mass shelter or feeding site. Limited to actual fuel costs, a mileage log at the current Federal rate (30 cents per mile), contracted services or public transportation. Documentation required: (1) mileage log, or (2) receipts/ invoices from contracted services or public transportation, receipts for actual fuel costs, and canceled checks.

(8) Purchase of consumable supplies essential to mass feeding (i.e., plastic cups, utensils, detergent, etc.) or mass shelters of five or more beds (i.e., soap, toothbrushes, toothpaste, cleaning supplies, etc.) Documentation required: receipts/invoices for supplies purchased and canceled checks.

(9) Purchase of small equipment not exceeding $300 per item and essential to mass feeding (i.e., pots, pans, toasters, blenders, etc.) or mass shelters (i.e., cots, blankets, linens, etc.). Documentation required: receipts/ invoices for equipment purchased and canceled checks.

(10) Leasing, only for the program period, of capital equipment associated with mass feeding or mass shelter (e.g., stoves, freezers, or vans with costs over $300 per item) only if approved in advance by the Local Board. Documentation required: written Local Board approval, copy of lease agreement, and canceled checks.

(11) With prior Local Board approval, minor emergency repair of small equipment essential to mass feeding or sheltering not exceeding $300 in repair costs per item. Equipment eligible for repairs are any that if not repaired would force the LRO to terminate or curtail services (e.g. stove, refrigerator, hot water heater). Routine maintenance and service contracts are not eligible expenses. Documentation required: receipts or bills for equipment repair and canceled checks.

(12) Limited amounts of basic first-aid supplies (e.g., aspirin, band-aids, cough syrup) for mass shelter providers and mass feeding sites only. Documentation required: receipts/invoices for first-aid supplies and canceled checks.

(13) Emergency repairs/building code of a mass feeding facility or mass shelter, provided:

(i) The facility is owned by a not-for-profit organization (profit-making facilities, leased facilities, government facilities, and individual residences are not eligible); and,

(ii) The emergency repair/building code plan and the contract detailing work to be done and material and equipment to be used or purchased is approved by the Local Board prior to the start of the emergency repair/building code project; and,

(iii) The emergency repair/building code is limited to:

(A) Bring facility into compliance with local building codes; or,

(B) An emergency repair that is required to keep the facility open for the current program phase.

(C) Maximum expenditure: $2,500.

(D) No award funds are used for decorative or non-essential purposes or routine maintenance/repairs.

(E) All emergency repair work is completed and paid for by the end of the jurisdiction's award phase. (Expenses which occur after that date will not be accepted as eligible costs.) Documentation required: letter from Local Board indicating approval and amount approved, copy of contract including cost or invoices for supplies and contract labor, document citing building code violation requiring the repair (for building code repairs) and canceled checks.

(14) Expenses incurred from accessibility improvements for the disabled are eligible for mass feeding or mass shelter facilities up to a limit of $2,500. These improvements may include those required by the Americans with Disabilities Act of 1990. A building code citation is not necessary for accessibility improvements. Note: All social service providers are mandated to comply with the Americans with Disabilities Act of 1990. Documentation required: copy of contract describing work to be done including cost, letter from Local Board indicating approval and amount approved, and canceled checks.

For mass shelter providers, there are two options for eligible costs. One option must be selected at the beginning of the program year and continued throughout the entire year. Note the documentation requirements for each option.

(15) Reimbursement of actual direct eligible costs; in which case canceled checks and vendor invoices for supplies/equipment essential to the operation of the mass shelter (e.g., cots, mattresses, soap, linens, blankets, cleaning supplies, etc.) must be maintained. Documentation required: receipts/invoices from vendor relating to operation of facility and canceled checks.

(16) Per diem allowance of exactly $5 per person or exactly $10 per person per night for mass shelter (five beds or more) providers, only if:

(i) Approved in advance by the Local Board; and,

(ii) LROs total mass shelter award is expended in this manner.

Note: It is the decision of the Local Board to choose between the $5/$10 rate. This rate may vary from agency to agency. The $5/$10 per diem, if elected, may be expended by the LRO for any cost related to the operation of the mass shelter; it is not limited to otherwise eligible items. The per diem allowance does not include the additional costs associated with food. Documentation required: schedule showing daily rate of $5 or $10 and number of persons sheltered by date with totals. Supporting documentation must be retained on-site, e.g., checks, invoices and service records.

For mass feeding programs, there are two options for eligible costs. One option must be selected at the beginning of the program year and continued throughout the entire year. Note the documentation requirements for each option.

(17) Reimbursement of actual direct eligible costs; in which case canceled checks and vendor invoices for supplies/equipment essential to the operation of the mass feeding programs (e.g., food, paper products, cleaning products, pots and pans, etc.) must be maintained. Documentation required: receipts/invoices from vendor relating to operation of facility and canceled checks.

(18) Per meal allowance of $1.50 per meal served only if:

(i) Approved in advance by the Local Board; and,

(ii) LRO's total mass feeding award is expended in this manner. The $1.50 per meal allowance, if elected, may be expended by the LRO for any related cost; it is not limited to otherwise eligible items. The per meal allowance does not include the additional costs associated with shelter. Documentation required: schedule showing meal rate of $1.50 and number of meals served by date with totals. Supporting documentation must be retained on-site, e.g., checks/invoices and service records.

(19) For all agencies, eligible costs include the purchase of diapers for distribution to individuals/families. Vouchers to grocery stores may include diapers.

Note: Local Boards should use discretion in selecting LROs to provide this service, taking into consideration the cost effectiveness of bulk purchasing. Documentation required: receipts/invoices for diapers purchased and canceled checks.

For rent/mortgage assistance, eligible program costs include:

(20) Limited emergency rent or mortgage assistance for individuals or families, provided that:

(i) Payment is in arrears or due within 5 days; and,

(ii) All other resources have been exhausted; and,

(iii) The client is primary resident of the home in which rent/mortgage is being paid and responsible for the rent/mortgage on the home or apartment where the rent/mortgage assistance is to be paid;

(iv) Payment is limited to one month's cost for each individual or family. Assistance can be provided for a full month's rent/mortgage all at one time, or in separate payments over a period of up to 90 consecutive days so long as the total amount paid does not exceed one month's costs;

(v) Assistance is provided only once in each award phase for each individual or family; and,

(vi) Payment must guarantee an additional 30 days service.

Note: Late fees, legal fees, and deposits are ineligible. Payments for trailers and lots are eligible and can be paid to a mortgage company or to a private landlord. Documentation required: letters from landlords (must include amount of one month's rent and statement that rent is past due), mortgage letters and/or copy of loan coupon showing mortgage amount and date due and canceled checks.

(21) First month's rent may be paid when an individual or family:

(i) Is transient and plans to stay in the area for an extended period of time; or,

(ii) Is moving from a temporary shelter to a more permanent living arrangement; or,

(iii) Is being evicted because one month payment will not forestall eviction.

The first month's rent cannot be provided in addition to emergency rent/mortgage payment under Item 20 above. It can be provided in addition to assistance provided for off-site and mass shelter. Documentation required: letters from landlords [must include amount of first month's rent] and canceled checks.

For utility assistance, eligible program costs include:

(22) Limited utility assistance (includes gas, coal, electricity, oil, water, firewood) for individuals or families, provided that:

(i) Payment is in arrears; and,

(ii) All other resources have been exhausted (e.g., State's Low Income Home Energy Assistance Program); and,

(iii) Payment is limited to one month's cost for each utility for each individual or family; and,

(iv) Month paid is part of the arrearage and from current phase or for continuous service; and,

(v) Each utility can be paid only once in each award phase for any individual or family.

(vi) Payment must guarantee an additional 30 days service. Note: Reconnect are eligible. Late fees and deposits are ineligible. Utility assistance can be provided in addition to eligible rent/mortgage assistance. The National Board encourages the use of the metered utility verification form (along with a copy of the past due utility bill) as the preferred method for verifying eligible utility assistance. Documentation required: (1) nonmetered utilities [e.g., propane, firewood], receipts/invoices for fuel including due date and canceled checks; (2) metered utilities [e.g., electricity, water], copy of past due utility bill showing one month's charges including due date and canceled checks. Note: utility disconnect and termination notices often do not show amount owed by month. This information must verified with the utility company and written onto the notice or metered utility verification form if not included.

For other shelter assistance, eligible program costs include:

(23) Off-site emergency lodging in a hotel or motel, or other off-site shelter facility provided:

(i) No appropriate on-site shelter is available; and,

(ii) It is limited to 30-days' assistance per individual or family during the program period. Note: Assistance may be extended in extreme cases with prior Local Board written approval. A copy of this approval should accompany LRO's documentation. Note: An LRO may not operate as a vendor for itself or other LROs, except for shared maintenance fee for food banks. Documentation required: receipts/invoices from off-site shelter (hotel/motel) and canceled checks.

(b) *Ineligible Program Costs.*

Purposes for which funds CANNOT BE USED include, but are not limited to:

(1) Cash payments of any kind including checks made out to cash or reimbursements to staff, volunteers or clients for program purchases.

(2) Deposits of any kind.

(3) Payment of more than one month's rent amount.

(4) Payment of more than one month's mortgage, first month's mortgage, or down payment on mortgage.

(5) Transportation of people not related to the direct provision of food or shelter (e.g. to another agency, another city, relative's home, transportation to jobs, health care, etc.).

(6) Payment of more than one month's portion of an accumulated utility bill.

(7) Payments made directly to a client.

(8) Rental security; deposits; revolving loan accounts.

(9) Real property (land or buildings) costing more than $300.

(10) Property taxes of any kind.

(11) Equipment costing more than $300 per item (e.g., vehicles, freezers, washers).

(12) Emergency repairs/building code or rehabilitation to government-owned or profit-making facilities or leased facilities.

(13) Routine maintenance of agency facilities; routine maintenance or service contracts on equipment.

(14) Rehabilitation for expansion of service.

(15) Repairs of any kind to an individual's house or apartment.

(16) Purchase of supplies or equipment for an individual's home or private use.

(17) Lease-purchase agreements.

(18) Administrative cost reimbursement to State or regional offices of governmental or voluntary organizations.

(18) Lobbying efforts.

(19) Expenditures made prior to beginning of jurisdiction's program.

(20) Expenditures made after end of jurisdiction's program.

(21) Gas or repairs for client-owned transportation.

(22) Repairs to LRO-owned vehicles.

(23) Prescription medication or medical supplies.

(24) Clothing (except underwear/diapers for clients of mass shelters, if necessary).

(25) Payments for expenses not incurred (i.e., where no goods or services have been provided during new program period).

(26) Emergency assistance for natural disaster victims.

(i) Supplies bought for and in anticipation of a natural disaster.

(27) Telephone costs, except as administrative allowance and limited to the total allowance (2 percent).

(28) Salaries, except as administrative allowance and limited to the total allowance (2 percent).

(29) Office equipment, except as administrative allowance and limited to the total allowance (2 percent).

(30) LRO may not operate as a vendor for itself or other LROs, except for shared maintenance fee for food banks.

(31) Direct expenses associated with new or expanded services or to prevent closing.

(32) Increased utility costs due to expansion of service.

(33) Encumbrance of funds for shelter, emergency repairs, utilities, that is, payments for goods or services that are purchased and are to be delivered at a later date. Also, withholding assistance in anticipation of a future need (e.g., holiday events, special programs).

(34) Supplementing foster care costs, where an LRO has already received payment for basic boarding of a client. Comprehensive foster care costs beyond food and shelter are not allowed.

(35) No fee for service may be charged to individuals or families in order to receive service.

(c) *Administrative allowance.*

(1) There is an administrative allowance limitation of two percent (2%) of total funds received by the Local Board, excluding any interest earned. This allowance is a part of the total award, not in addition to the award. The local administrative allowance is intended for use by LROs or Local Boards and not for reimbursement of the program or administrative costs that a recipient's parent organization (its State or regional offices) might incur as a result of this additional funding.

(2) The Local Board may elect to use, for its own administrative costs, all or any portion of the 2 percent allowance. The decision on distribution of the allowance among LROs rests with the Local Board. No LRO may receive an allowance greater than 2 percent of that LRO's award amount unless the LRO is providing the administrative support for the Local Board and it is approved by the National Board.

(3) The SSA Committee, when in operation, may utilize a maximum of one-half of one percent (0.5%) for its administrative costs in allocating the SSA grant. As with Local Board awards, this administrative allowance is part of the total award, not in addition to the award.

(4) Any of the administrative allowance not used must be put back into program funds for additional services. Note: The administrative allowance may only be allocated in whole-dollar amounts.

Required Documentation: None with the final report; LROs receiving funds for administration must retain documentation that the funds were spent on the direct administration of EFSP.

6.6 Required Documentation

(a) *Documentation.*

LRO Documentation of EFSP expenditures requires copies of canceled checks (both sides) and itemized vendor invoices. An acceptable invoice has the following characteristics:

(1) It must be vendor originated;

(2) It must have name of vendor;

(3) It must have name of purchaser;

(4) It must have date of purchase;

(5) It must be itemized; and,

(6) It must have total cost of purchase.

Documentation may also include: per diem schedule, per meal allowance schedule, and mileage logs.

All LROs will be required to periodically submit documentation to the National Board to ensure continued program compliance. Any LRO receiving over $100,000 in Federal funds must comply with OMB Circular A–133.

(b) *Reports.*

In addition to the aforementioned documentation, reports to the Local Board must be submitted by their due date. Interim report/second and third check request forms will be enclosed in the LROs' first check package. When the LRO is ready to request its second/third check it must complete and sign the interim report and forward it to the Local Board for its review and approval. The reverse side (second/third check request) should be completed by the Local Board chair and mailed to the National Board. LROs must complete all portions of the final report form, return two copies to the Local Board, including one copy of documentation if requested, and retain a copy for their records.

The LRO must work with the Local Board to quickly clear up any problems related to compliance exception(s) at the end of the program.

7.0 Local Appeals Process

(a) *Fairness and openness.* An appeals process is a statement to eligible agencies and to the community at large that the Local Board is interested in fairness and openness.

A good appeals process begins with prevention. If the Local Board includes both representatives of affiliates of the National Board and representatives of other groups involved with assisting hungry and homeless people, it is less likely to experience an appeal. Similarly, if the Local Board's decision-making process is open, thorough, and even-handed, appeals are less likely.

It is the responsibility of the Local Board to establish a written appeals process. That process may be simple or elaborate, depending on the needs of the community.

(b) *Appeals guidelines.* The appeal process should meet the following guidelines:

(1) It should be available to agencies and to the public upon request;

(2) It should be timely, without undue delay;

(3) It should include the basis for appeal (e.g., Provision of information not previously available to the group making the appeal or to the Local Board; correction of erroneous information; violation of Federal or National Board guidelines; or allegation of bias, fraud, or misuse of Federal funds on the part of the Local Board may be cause for appeal);

(4) The decision should be communicated to the organization making the appeal in a timely manner. In the case of an appeal on the basis of fraud or other abuse of Federal funds, the agency making the appeal must be informed of the right of referral to the National Board;

(c) *Primary decision maker.* Except for cost and LRO eligibility, the Local Board is the primary decision maker. Only when there is significant question of misapplication of guidelines, fraud, or other abuse on the part of the Local Board will the National Board consider action.

(d) *Common appeals practices.* The National Board does not mandate any particular appeals process. However, some Local Boards have developed processes which work well for them and may offer some help to other communities. Common practices include the following:

(1) Set a time period of not more than 30 days for agencies or organizations to appeal a funding decision;

(2) Require written notice of appeal, signed by the Chief Volunteer Officer of the organization making the appeal;

(3) The first level of appeal is usually to the Local Board, or to an executive committee of the board;

(e) *Appeals boards; delegations.* Some boards appoint one or more members to act as a liaison with the organization making the appeal:

(1) In the case of an appeal for the purpose of providing previously unavailable information or correction of erroneous information, the process usually ends with prompt notification of decision (within ten working days of appeal).

(2) In the case of appeals for the purpose of contesting alleged prejudice, violation of law or National Board guidelines, fraud, or misuse of Federal funds, some boards have allowed appeals to a group other than the board itself. This practice is not mandated but is permitted by the National Board. Such groups may simply be composed of different individuals representing the same organizations that make up the Local Board. They may also include an entirely different group of persons who have knowledge of the program and are deemed by the board to be both responsible and unbiased, and to hold the trust of the community at large.

(3) If the board chooses to delegate authority to any third party in an appeals process, the power and authority of that body should be clear. Is it simply advisory to the Local Board? Will the board abide by the decisions of this body as long as they are consistent with the law and the National Board guidelines?

(4) The disposition of appeals is often communicated by telephone to the chief professional and volunteer officers of the organization appealing immediately after a decision is made. In such cases, a written communication is sent as soon as possible confirming the action taken. The written communication is, of course, the official notification.

(f) *National Board role.* It is important to reaffirm that no single appeals process is mandated or advised by the National Board.

8.0 Allocations Formula

(a) *Designation of Target Areas.*

Local jurisdictions will be selected to receive funds from the National Board based on average unemployment statistics from the U.S. Department of Labor for the most current 12-month period (August 1, 1995–July 31, 1996) available. Also used are poverty statistics from the 1990 Census. The Board adopted this combined approach in order to target funds for high-need areas more effectively. Funds designated for a particular jurisdiction must be used to provide services within that jurisdiction.

The National Board based its determination of high-need jurisdictions on four factors:

(1) Most current twelve-month national unemployment rates;

(2) Total number of unemployed within a civil jurisdiction;

(3) Total number of individuals below the poverty level within a civil jurisdiction; and, (4) The total population of the civil jurisdiction.

In addition to unemployment, poverty was used to qualify a jurisdiction for receipt of an award.

(b) *Fiscal Year 1997 Formula.*

Jurisdictions were selected under Phase XV (PL 104–204) according to the following criteria:

(1) Jurisdictions, including balance of counties, with 18,000+ unemployed and a 4.5% rate of unemployment.

(2) Jurisdictions, including balance of counties, with 400 to 17,999 unemployed and a 6.8% rate of unemployment.

(3) Jurisdictions, including balance of counties, with 400 or more unemployed and an 11.7% rate of poverty.

Jurisdictions with a minimum of 400 unemployed may qualify for an award based upon their rate of unemployment or their rate of poverty. Once a jurisdiction's eligibility is established, the National Board will determine its fund distribution based on a ratio calculated as follows: the average number of unemployed within an eligible area divided by the average number of unemployed covered by the national program equals the area's portion of the award (less National Board administrative costs, and less that portion of program funds required to fulfill designated awards).

$$\frac{\text{Area's avg. no. unemployed}}{\text{Avg. no. unemployed in all eligible areas}} = \text{Area's percent of the award (less National Board's administrative costs and designated awards)}$$

Puerto Rico and U.S. territories will receive a designated percentage of the total award based on the decision of the National Board.

9.0 Amendments to Plan

The National Board reserves the right to amend this Plan at any time.

Dated: March 26, 1997.

Kay C. Goss,

Associate Director, Preparedness, Training and Exercise Directorate.

The following is a list of Phase XV (fiscal year 1997) allocations. These jurisdictions were notified in October, 1996, regarding this award.

State or territory	Jurisdiction	FY 97 award
Alabama	Autauga County	$14,048
	Baldwin County	45,084
	Barbour County	16,256
	Bibb County	8,271
	Blount County	12,199
	Bullock County	10,293
	Butler County	11,597

State or territory	Jurisdiction	FY 97 award
	Calhoun County	57,871
	Chambers County	15,511
	Cherokee County	8,601
	Chilton County	14,436
	Choctaw County	11,425
	Clarke County	21,832
	Cleburne County	6,207
	Coffee County	15,697
	Colbert County	27,638
	Conecuh County	12,085
	Covington County	20,227
	Crenshaw County	6,279
	Cullman County	28,943
	Dale County	18,679
	Dallas County	38,232
	De Kalb County	25,517
	Elmore County	17,417
	Escambia County	17,403
	Etowah County	42,876
	Fayette County	6,078
	Franklin County	17,962
	Geneva County	14,694
	Greene County	7,956
	Hale County	9,045
	Henry County	6,996
	Houston County	26,305
	Jackson County	34,734
	Jefferson County	187,590
	Lamar County	7,755
	Lauderdale County	39,121
	Lawrence County	17,159
	Lee County	26,749
	Limestone County	19,223
	Lowndes County	9,017
	Macon County	9,705
	Marengo County	13,461
	Marion County	15,640
	Marshall County	38,203
	Mobile County	176,939
	Monroe County	21,617
	Montgomery County	74,443
	Morgan County	43,077
	Perry County	9,633
	Pickens County	11,841
	Pike County	12,658
	Randolph County	10,995
	Russell County	20,657
	St. Clair County	14,321
	State Set-Aside Committee, AL	49,696
	Sumter County	11,941
	Talladega County	39,006
	Tallapoosa County	17,260
	Tuscaloosa County	44,453
	Walker County	30,104
	Washington County	11,827
	Wilcox County	9,045
	Winston County	11,726
Alaska	Bethel Census Area	7,770
	Fairbanks North Star Boro	44,339
	Kenai Peninsula Borough	40,296
	Ketchikan Gateway Borough	9,017
	Kodiak Island Borough	10,594
	Matanuska-Susitna Census	38,562
	Nome Census Area	6,623
	State Set-Aside Committee, AK	73,759
	Valdez-Cordova Census Area	7,956
	Wrangell-Petersburg Census	5,834
American Samoa	American Samoa	105,000
Arizona	Apache County	47,077
	Cochise County	54,975
	Coconino County	63,978
	Gila County	20,356
	Graham County	14,005
	La Paz County	9,418

State or territory	Jurisdiction	FY 97 award
	Maricopa County	623,193
	Mohave County	55,162
	Navajo County	66,085
	Pima County	176,308
	Pinal County	36,899
	Santa Cruz County	43,378
	State Set-Aside Committee, AZ	2,237
	Yavapai County	40,267
	Yuma County	251,941
Arkansas	Arkansas County	7,612
	Ashley County	9,390
	Baxter County	7,469
	Boone County	9,977
	Bradley County	6,207
	Carroll County	8,415
	Chicot County	7,927
	Clay County	7,927
	Cleburne County	7,211
	Columbia County	10,794
	Conway County	6,695
	Craighead County	22,248
	Crawford County	17,073
	Crittenden County	17,604
	Cross County	7,082
	Desha County	10,106
	Drew County	9,332
	Faulkner County	23,925
	Garland County	23,653
	Greene County	13,389
	Hempstead County	12,658
	Hot Spring County	8,271
	Independence County	14,765
	Jackson County	10,938
	Jefferson County	36,626
	Johnson County	5,763
	Lawrence County	7,469
	Lee County	6,666
	Little River County	5,791
	Logan County	6,924
	Lonoke County	12,773
	Miller County	15,253
	Mississippi County	33,616
	Ouachita County	16,772
	Phillips County	15,582
	Poinsett County	8,902
	Pope County	17,532
	Pulaski County	97,020
	Randolph County	12,701
	Sebastian County	37,028
	St. Francis County	16,973
	State Set-Aside Committee, AR	72,476
	Union County	19,410
	Washington County	27,796
	White County	24,685
California	Alameda County	313,825
	Amador County	14,091
	Butte County	112,474
	Calaveras County	20,628
	Colusa County	24,613
	Contra Costa County	355,397
	Del Norte County	16,657
	El Dorado County	71,160
	Fresno City/County	738,390
	Glenn County	25,603
	Humboldt County	69,009
	Imperial County	255,582
	Inyo County	9,232
	Kern County	533,483
	Kings County	87,574
	Lake County	40,239
	Lassen County	18,492
	Los Angeles City/County	5,099,363
	Madera County	107,184

State or territory	Jurisdiction	FY 97 award
	Mariposa County	10,121
	Mendocino County	53,470
	Merced County	203,660
	Modoc County	7,612
	Mono County	10,178
	Monterey County	301,913
	Napa County	49,800
	Nevada County	42,790
	Oakland City	222,338
	Orange County	903,216
	Placer County	87,746
	Plumas County	18,249
	Riverside County	788,420
	Sacramento County	509,400
	San Benito County	43,507
	San Bernardino County	768,967
	San Diego County	1,062,336
	San Francisco City/County	318,570
	San Joaquin County	415,032
	San Luis Obispo County	87,932
	San Mateo County	205,323
	Santa Barbara County	170,918
	Santa Clara County	520,653
	Santa Cruz County	175,305
	Shasta County	109,979
	Siskiyou County	38,461
	Solano County	197,926
	Stanislaus County	418,515
	State Set-Aside Committee, CA	112,201
	Sutter County	82,212
	Tehama County	37,128
	Trinity County	10,780
	Tulare County	384,842
	Tuolumne County	30,921
	Ventura County	402,273
	Yolo County	83,488
	Yuba County	43,694
Colorado	Adams County	96,662
	Alamosa County	6,881
	Boulder County	89,709
	Delta County	8,988
	Denver City/County	188,106
	Fremont County	11,525
	Gunnison County	6,680
	La Plata County	15,597
	Larimer County	69,268
	Las Animas County	6,809
	Mesa County	41,644
	Montezuma County	10,508
	Montrose County	13,919
	Morgan County	6,838
	Otero County	6,709
	Pueblo County	48,840
	Rio Grande County	6,967
	State Set-Aside Committee, CO	257,306
	Weld County	52,266
Connecticut	Fairfield Census/Bridgeport	133,954
	Fairfield Census/Danbury	40,769
	Fairfield Census/Norwalk	49,505
	Fairfield Census/Stamford	66,978
	Hartford Census County	359,985
	New Haven Census County	336,131
	New London Census County	98,411
	State Set-Aside Committee, CT	132,096
Delaware	Kent County	46,733
	New Castle County	158,934
	State Set-Aside Committee, DE	20,902
DC	District of Columbia	347,112
Florida	Alachua County	41,543
	Baker County	6,652
	Bay County	60,724
	Brevard County	179,018
	Broward County	578,238
	Citrus County	32,412

State or territory	Jurisdiction	FY 97 award
	Columbia County	16,829
	Dade County	824,000
	De Soto County	9,705
	Duval County	196,521
	Escambia County	77,310
	Gadsden County	12,371
	Gulf County	5,834
	Hardee County	21,617
	Hendry County	34,892
	Highlands County	34,404
	Hillsborough County	300,580
	Holmes County	7,454
	Indian River County	57,556
	Jackson County	14,235
	Lee County	102,367
	Leon County	51,277
	Levy County	8,615
	Manatee County	58,444
	Marion County	66,329
	Martin County	49,299
	Miami City	275,651
	Nassau County	15,396
	Okeechobee County	23,782
	Orange County	255,395
	Osceola County	44,496
	Palm Beach County	462,309
	Pinellas County	250,321
	Polk County	197,797
	Putnam County	22,062
	Santa Rosa County	27,796
	Sarasota County	63,648
	Seminole County	107,485
	St Lucie County	133,360
	State Set-Aside Committee, FL	214,011
	Sumter County	9,848
	Suwannee County	8,830
	Taylor County	10,579
	Volusia County	113,133
	Wakulla County	6,408
	Walton County	10,078
	Washington County	8,357
Georgia	Appling County	9,404
	Atlanta & Coll Pk/ Clayton, Dekalb, Fulton Cos.	558,856
	Baldwin County	10,694
	Barrow County	13,360
	Ben Hill County	6,838
	Brantley County	5,820
	Bulloch County	11,568
	Burke County	18,908
	Butts County	7,239
	Carroll County	33,186
	Catoosa County	15,324
	Chatham County	75,604
	Chattooga County	7,999
	Clarke County	21,918
	Cobb County	144,283
	Coffee County	14,077
	Colquitt County	10,479
	Crisp County	9,361
	Decatur County	10,708
	Dodge County	9,676
	Dougherty County	41,414
	Effingham County	8,873
	Elbert County	11,597
	Emanuel County	12,113
	Fannin County	7,927
	Floyd County	34,103
	Franklin County	7,913
	Gilmer County	7,325
	Glynn County	15,654
	Grady County	6,178
	Hancock County	6,250
	Haralson County	12,486
	Harris County	6,006

State or territory	Jurisdiction	FY 97 award
	Hart County	10,364
	Houston County	26,491
	Jackson County	14,350
	Jefferson County	14,450
	Johnson County	7,182
	Laurens County	19,352
	Lee County	5,849
	Liberty County	17,432
	Lowndes County	20,700
	Macon County	8,658
	Macon/Bibb,Jones Counties	60,480
	Madison County	6,981
	Mc Duffie County	9,605
	Meriwether County	8,400
	Mitchell County	8,458
	Monroe County	7,813
	Muskogee County	67,017
	Newton County	15,195
	Peach County	11,239
	Pickens County	5,920
	Pierce County	6,150
	Polk County	21,617
	Richmond County	84,434
	Screven County	9,031
	Spalding County	19,654
	State Set-Aside Committee, GA	311,970
	Stephens County	11,784
	Sumter County	11,325
	Telfair County	8,228
	Terrell County	8,658
	Thomas County	10,952
	Tift County	15,783
	Toombs County	12,572
	Troup County	19,152
	Upson County	10,436
	Walker County	24,829
	Walton County	14,536
	Ware County	12,586
	Washington County	8,744
	Wayne County	10,364
	Worth County	8,443
Guam	Guam	100,000
Hawaii	Hawaii County	90,713
	Honolulu City/County	292,681
	Kauai County	46,489
	Maui County	67,476
Idaho	Bannock County	27,968
	Benewah County	6,279
	Bingham County	16,442
	Bonner County	19,854
	Canyon County	44,410
	Cassia County	8,587
	Clearwater County	7,082
	Elmore County	7,512
	Gem County	6,422
	Idaho County	10,364
	Jefferson County	6,795
	Kootenai County	53,657
	Latah County	6,981
	Minidoka County	10,436
	Nez Perce County	12,085
	Payette County	9,691
	Shoshone County	9,361
	State Set-Aside Committee, ID	80,239
	Twin Falls County	20,858
Illinois	Adams County	23,911
	Bond County	6,967
	Carroll County	8,716
	Cass County	5,978
	Champaign County	40,296
	Chicago City	1,254,098
	Christian County	18,449
	Clark County	6,293
	Clay County	5,978

State or territory	Jurisdiction	FY 97 award
	Coles County	17,217
	Cook County	837,016
	Crawford County	10,680
	DeKalb County	27,323
	Edgar County	6,981
	Fayette County	8,587
	Franklin County	27,093
	Fulton County	18,464
	Greene County	6,264
	Grundy County	17,518
	Hancock County	7,426
	Jackson County	22,449
	Jefferson County	19,453
	Johnson County	5,978
	Kane County	136,815
	Kankakee County	44,654
	Knox County	21,603
	La Salle County	62,387
	Lake County	170,631
	Lawrence County	10,393
	Macon County	66,028
	Macoupin County	21,216
	Madison County	103,729
	Marion County	24,470
	Mason County	9,490
	Massac County	6,006
	Mc Donough County	6,695
	McLean County	35,981
	Montgomery County	16,772
	Peoria County	78,356
	Perry County	14,192
	Pike County	7,067
	Randolph County	18,879
	Richland County	6,494
	Rock Island County	50,216
	Saline County	15,912
	Sangamon County	63,433
	St. Clair County	99,185
	State Set-Aside Committee, IL	304,394
	Stephenson County	18,091
	Tazewell County	54,488
	Union County	10,149
	Vermilion County	46,245
	Wabash County	5,963
	Warren County	6,594
	Wayne County	7,483
	White County	7,784
	Will County	154,261
	Williamson County	34,017
	Winnebago County	93,623
Indiana	Clay County	12,300
	Crawford County	6,809
	Daviess County	8,873
	Delaware County	45,457
	Elkhart County	56,552
	Fayette County	14,722
	Floyd County	21,488
	Gary City	86,885
	Grant County	34,146
	Greene County	19,510
	Henry County	19,252
	Howard County	25,373
	Jennings County	6,551
	Knox County	14,608
	La Porte County	44,267
	Lake County	122,752
	Lawrence County	25,789
	Madison County	48,195
	Marion County	263,222
	Monroe County	26,262
	Orange County	13,633
	Owen County	7,354
	Parke County	6,150
	Perry County	10,250

State or territory	Jurisdiction	FY 97 award
	Pike County	6,307
	Randolph County	13,260
	Scott County	8,443
	St. Joseph County	82,614
	Starke County	10,235
	State Set-Aside Committee, IN	346,238
	Sullivan County	12,988
	Tippecanoe County	29,072
	Vanderburgh County	59,649
	Vermillion County	9,691
	Vigo County	50,359
	Washington County	12,601
	Wayne County	29,373
Iowa	Blackhawk County	40,669
	Buchanan County	6,953
	Clayton County	8,802
	Clinton County	18,593
	Delaware County	7,139
	Des Moines County	14,450
	Fayette County	6,594
	Floyd County	6,193
	Jackson County	8,988
	Johnson County	25,158
	Lee County	15,023
	Polk County	74,701
	Pottawattamie County	20,112
	Scott County	41,414
	State Set-Aside Committee, IA	190,329
	Story County	17,360
	Wapello County	13,002
	Webster County	10,551
	Winneshiek County	7,813
	Woodbury County	26,850
Kansas	Allen County	6,178
	Atchison County	8,343
	Barton County	8,716
	Cherokee County	10,178
	Crawford County	12,601
	Douglas County	32,713
	Ellis County	6,623
	Ford County	7,698
	Franklin County	9,132
	Geary County	8,644
	Labette County	8,558
	Lyon County	11,626
	Manhattan/Pottawatamie, Riley	21,130
	Montgomery County	16,170
	Reno County	17,561
	Saline County	16,256
	Sedgwick County	134,335
	Seward County	6,508
	Shawnee County	55,162
	State Set-Aside Committee, KS	144,256
	Wyandotte County	81,667
Kentucky	Adair County	8,701
	Barren County	15,812
	Bell County	10,751
	Boyd County	23,051
	Boyle County	8,357
	Breathitt County	7,856
	Breckinridge County	7,110
	Butler County	5,748
	Caldwell County	8,085
	Calloway County	9,891
	Carter County	19,768
	Christian County	16,915
	Clark County	8,845
	Clay County	8,816
	Daviess County	38,863
	Elliott County	6,049
	Fayette County	46,675
	Floyd County	22,033
	Franklin County	11,511
	Grant County	6,551

State or territory	Jurisdiction	FY 97 award
	Graves County	17,403
	Grayson County	10,579
	Green County	6,365
	Greenup County	15,711
	Hardin County	27,151
	Harlan County	21,904
	Hart County	7,368
	Henderson County	22,047
	Hopkins County	20,829
	Jefferson County	225,191
	Jessamine County	6,350
	Johnson County	13,088
	Kenton County	44,410
	Knott County	9,002
	Knox County	10,751
	Laurel County	18,736
	Lawrence County	9,648
	Letcher County	13,303
	Lewis County	8,787
	Lincoln County	6,953
	Logan County	8,859
	Madison County	18,378
	Magoffin County	10,121
	Marion County	8,830
	Marshall County	10,680
	Martin County	6,508
	Mason County	6,350
	McCreary County	9,103
	McCracken County	19,094
	Meade County	6,910
	Montgomery County	9,533
	Morgan County	7,010
	Muhlenberg County	14,694
	Nelson County	18,492
	Ohio County	12,586
	Perry County	17,288
	Pike County	35,709
	Powell County	6,494
	Pulaski County	19,496
	Rockcastle County	5,877
	Rowan County	7,913
	Russell County	10,536
	Scott County	5,892
	Shelby County	6,336
	Simpson County	6,150
	State Set-Aside Committee, KY	116,982
	Taylor County	8,271
	Union County	6,193
	Warren County	34,247
	Wayne County	7,626
	Webster County	6,264
	Whitley County	13,977
Louisiana	Acadia Parish	26,477
	Allen Parish	10,794
	Ascension Parish	28,885
	Assumption Parish	10,192
	Avoyelles Parish	19,840
	Beauregard Parish	13,332
	Bienville Parish	8,687
	Calcasieu Parish	72,235
	Caldwell Parish	6,322
	Catahoula Parish	8,013
	Claiborne Parish	7,655
	Concordia Parish	13,805
	De Soto Parish	14,565
	East Baton Rouge Parish	150,892
	East Carroll Parish	7,970
	East Feliciana Parish	8,157
	Evangeline Parish	11,984
	Franklin Parish	13,547
	Grant Parish	9,189
	Iberia Parish	27,810
	Iberville Parish	17,145
	Jefferson Davis Parish	12,515

State or territory	Jurisdiction	FY 97 award
	Jefferson Parish	174,688
	Lafayette Parish	61,225
	Lafourche Parish	24,986
	Lincoln Parish	8,501
	Livingston Parish	41,357
	Madison Parish	10,465
	Morehouse Parish	17,948
	Natchitoches Parish	19,467
	New Orleans City/Orleans	222,467
	Ouachita Parish	56,925
	Plaquemines Parish	8,544
	Pointe Coupee Parish	11,784
	Rapides Parish	53,728
	Red River Parish	6,479
	Richland Parish	12,529
	Sabine Parish	8,902
	Shreveport/Bossier, Caddo	154,246
	St Bernard Parish	31,136
	St Charles Parish	19,037
	St James Parish	13,117
	St John Baptist Parish	21,918
	St Landry Parish	36,411
	St Martin Parish	19,912
	St Mary Parish	27,710
	St Tammany Parish	55,463
	State Set-Aside Committee, LA	12,279
	Tangipahoa Parish	53,857
	Terrebonne Parish	32,756
	Union Parish	9,820
	Vermilion Parish	19,209
	Vernon Parish	16,643
	Washington Parish	20,370
	Webster Parish	26,377
	West Baton Rouge Parish	9,390
	West Carroll Parish	11,425
	Winn Parish	6,738
Maine	Androscoggin County	48,209
	Aroostook County	52,538
	Cumberland County	63,490
	Franklin County	14,120
	Kennebec County	52,538
	Knox County	11,497
	Oxford County	25,416
	Penobscot County	62,014
	Piscataquis County	9,605
	Somerset County	31,781
	State Set-Aside Committee, ME	45,056
	Waldo County	17,718
	Washington County	22,979
Maryland	Allegany County	41,801
	Anne Arundel County	143,739
	Baltimore City	378,319
	Baltimore County	295,591
	Caroline County	13,260
	Cecil County	49,026
	Dorchester County	24,126
	Garrett County	20,399
	Kent County	11,898
	Prince Georges County	304,078
	Somerset County	16,930
	State Set-Aside Committee, MD	272,531
	Washington County	56,911
	Worcester County	33,043
Massachusetts	Barnstable County	98,569
	Berkshire County	53,972
	Bristol County	306,386
	Essex County	257,058
	Franklin County	23,854
	Hampden County	182,472
	Middlesex County	440,821
	Plymouth County	192,679
	State Set-Aside Committee, MA	121,678
	Suffolk County	256,012
	Worcester County	262,047

State or territory	Jurisdiction	FY 97 award
Michigan	Alcona County	6,393
	Alpena County	20,657
	Antrim County	9,777
	Arenac County	8,859
	Bay County	41,988
	Benzie County	7,598
	Berrien County	64,222
	Branch County	14,364
	Calhoun County	47,636
	Cass County	18,808
	Charlevoix County	13,260
	Cheboygan County	19,611
	Chippewa County	21,660
	Clare County	13,776
	Crawford County	5,791
	Delta County	21,947
	Detroit City	513,486
	Emmet County	22,220
	Genesee County	185,354
	Gladwin County	10,135
	Gogebic County	13,317
	Gratiot County	18,034
	Hillsdale County	14,751
	Holland/Allegan, Ottawa Cos.	81,581
	Houghton County	16,686
	Huron County	17,747
	Iosco County	13,647
	Iron County	6,824
	Isabella County	16,973
	Jackson County	53,112
	Kalamazoo County	59,190
	Kalkaska County	8,271
	Kent County	160,353
	Lansing/Eaton, Ingham Counties	104,489
	Mackinac County	11,167
	Manistee County	15,955
	Marquette County	32,125
	Mason County	18,163
	Mecosta County	12,357
	Menominee County	11,669
	Missaukee County	6,580
	Montcalm County	24,570
	Montmorency County	6,465
	Muskegon County	70,128
	Newaygo County	27,050
	Oakland County	304,035
	Oceana County	19,826
	Ogemaw County	11,611
	Ontonagon County	8,142
	Osceola County	10,880
	Presque Isle County	12,887
	Roscommon County	10,923
	Saginaw County	76,421
	Sanilac County	20,958
	Schoolcraft County	7,024
	St. Clair County	60,165
	State Set-Aside Committee, MI	288,492
	Tuscola County	27,524
	Van Buren County	32,569
	Washtenaw County	56,280
	Wayne County	231,011
	Wexford County	18,378
Minnesota	Aitkin County	7,196
	Becker County	13,661
	Beltrami County	16,872
	Blue Earth County	14,651
	Carlton County	14,149
	Cass County	13,289
	Clay County	15,439
	Clearwater County	7,813
	Cottonwood County	6,236
	Crow Wing County	22,263
	Douglas County	9,719
	Faribault County	5,806

State or territory	Jurisdiction	FY 97 award
	Fillmore County	6,609
	Hennepin County	248,988
	Hubbard County	7,727
	Itasca County	25,044
	Kanabec County	8,630
	Kandiyohi County	10,909
	Koochiching County	7,096
	Lyon County	6,738
	Marshall County	6,766
	Martin County	7,698
	Mille Lacs County	10,379
	Morrison County	15,955
	Otter Tail County	20,141
	Pennington County	6,494
	Pine County	12,572
	Polk County	12,529
	Ramsey County	113,993
	Renville County	5,877
	StCloud/Benton, Sherburne, Stearns	71,504
	St. Louis County	75,976
	State Set-Aside Committee, MN	225,887
	Todd County	10,035
	Winona County	14,292
Mississippi	Adams County	14,579
	Alcorn County	21,374
	Attala County	10,149
	Bolivar County	23,137
	Chickasaw County	13,891
	Clarke County	7,196
	Clay County	13,145
	Coahoma County	18,421
	Copiah County	12,042
	Covington County	7,927
	George County	11,712
	Greene County	6,107
	Grenada County	10,680
	Hancock County	14,134
	Harrison County	62,702
	Hattiesburg/Forrest, Lamar Cos.	29,860
	Hinds County	80,420
	Holmes County	12,615
	Humphreys County	7,440
	Itawamba County	9,447
	Jackson County	52,366
	Jasper County	5,978
	Jefferson County	5,820
	Jefferson Davis County	10,680
	Jones County	16,686
	Lafayette County	6,852
	Lauderdale County	27,954
	Lawrence County	5,877
	Leake County	7,182
	Lee County	25,531
	Leflore County	20,600
	Lincoln County	10,837
	Lowndes County	24,155
	Madison County	17,303
	Marion County	10,106
	Marshall County	18,707
	Monroe County	27,982
	Neshoba County	8,859
	Newton County	8,415
	Noxubee County	6,365
	Oktibbeha County	8,372
	Panola County	25,975
	Pearl River County	12,916
	Pike County	12,572
	Pontotoc County	10,264
	Prentiss County	14,249
	Quitman County	7,870
	Scott County	10,938
	Sharkey County	7,827
	Simpson County	10,809
	State Set-Aside Committee, MS	53,913

State or territory	Jurisdiction	FY 97 award
	Sunflower County	18,421
	Tallahatchie County	9,461
	Tate County	9,375
	Tippah County	9,662
	Tishomingo County	11,697
	Tunica County	7,340
	Union County	12,300
	Warren County	21,832
	Washington County	42,518
	Wayne County	7,698
	Wilkinson County	6,637
	Winston County	7,784
	Yalobusha County	5,777
	Yazoo County	11,482
Missouri	Audrain County	7,053
	Barry County	10,321
	Bates County	5,892
	Boone County	17,890
	Buchanan County	38,304
	Butler County	16,084
	Camden County	13,733
	Cape Girardeau County	18,865
	Crawford County	11,052
	Douglas County	8,228
	Dunklin County	13,188
	Greene County	53,642
	Henry County	8,601
	Howell County	14,550
	Johnson County	8,085
	Joplin/Jasper, Newton Counties	44,711
	Kansas City/Clay,Jackson,Platte	293,326
	Laclede County	14,894
	Lafayette County	9,060
	Lawrence County	10,565
	Lincoln County	10,751
	Linn County	8,486
	Macon County	5,935
	Marion County	9,877
	Miller County	10,221
	Mississippi County	6,752
	Morgan County	6,537
	New Madrid County	8,429
	Pemiscot County	10,794
	Pettis County	14,493
	Phelps County	9,504
	Pike County	6,494
	Polk County	7,225
	Pulaski County	10,766
	Randolph County	8,128
	Ripley County	6,279
	Saline County	6,838
	Scott County	15,654
	St. Francois County	22,320
	St. Louis City	168,051
	St. Louis County	266,304
	State Set-Aside Committee, MO	175,751
	Ste. Genevieve County	6,078
	Stoddard County	17,690
	Stone County	19,137
	Taney County	30,692
	Texas County	13,891
	Washington County	11,683
	Wayne County	7,239
	Webster County	7,913
	Wright County	12,271
Montana	Big Horn County	8,028
	Cascade County	27,438
	Flathead County	41,830
	Gallatin County	14,292
	Glacier County	11,611
	Hill County	7,483
	Lake County	11,669
	Lewis and Clark County	20,055
	Lincoln County	13,819

State or territory	Jurisdiction	FY 97 award
	Missoula County	34,935
	Park County	6,910
	Ravalli County	13,446
	Roosevelt County	6,293
	Rosebud County	7,942
	Sanders County	8,429
	Silver Bow County	14,823
	State Set-Aside Committee, MT	33,950
	Yellowstone County	46,618
Nebraska	Buffalo County	9,332
	Douglas County	101,049
	Lincoln County	10,364
	Scotts Bluff County	13,045
	State Set-Aside Committee, NE	104,961
Nevada	Carson City	22,492
	Churchill County	8,343
	Clark County	394,231
	Lyon County	11,884
	State Set-Aside Committee, NV	78,180
New Hampshire	State Set-Aside Committee, NH	160,414
New Jersey	Atlantic County	151,594
	Bergen County	347,943
	Burlington County	152,541
	Camden County	229,234
	Cape May County	78,399
	Cumberland County	91,946
	Essex County	199,359
	Gloucester County	118,910
	Hudson County	382,606
	Mercer County	138,277
	Middlesex County	299,505
	Monmouth County	234,867
	Newark City	212,791
	Ocean County	181,899
	Passaic County	282,159
	State Set-Aside Committee, NJ	184,931
	Union County	247,611
New Mexico	Bernalillo County	171,219
	Chaves County	28,470
	Cibola County	17,446
	Colfax County	9,261
	Curry County	15,668
	Dona Ana County	81,639
	Eddy County	24,069
	Grant County	12,328
	Lea County	19,711
	Lincoln County	8,443
	Luna County	37,114
	McKinley County	29,631
	Otero County	21,044
	Rio Arriba County	33,702
	Roosevelt County	6,393
	San Juan County	72,479
	San Miguel County	17,446
	Sandoval County	23,624
	Santa Fe County	41,085
	Socorro County	7,239
	State Set-Aside Committee, NM	11,894
	Taos County	28,570
	Torrance County	5,849
	Valencia County	16,485
New York	Albany County	91,473
	Allegany County	25,760
	Broome County	66,515
	Cattaraugus County	42,547
	Cayuga County	33,157
	Chautauqua County	54,144
	Chemung County	28,312
	Chenango County	24,140
	Clinton County	40,282
	Cortland County	22,148
	Delaware County	16,055
	Dutchess County	75,847
	Erie County	339,901

State or territory	Jurisdiction	FY 97 award
	Essex County	22,463
	Franklin County	26,061
	Fulton County	32,555
	Greene County	21,746
	Herkimer County	31,824
	Jefferson County	54,517
	Lewis County	14,378
	Monroe County	196,908
	Montgomery County	30,176
	Nassau County	410,645
	New York City	3,852,175
	Niagara County	95,974
	Oneida County	81,338
	Onondaga County	147,810
	Orange County	102,955
	Orleans County	22,105
	Oswego County	68,250
	Otsego County	23,768
	Rensselaer County	61,197
	Schenectady County	55,563
	St. Lawrence County	61,254
	State Set-Aside Committee, NY	235,865
	Steuben County	44,969
	Suffolk County	511,765
	Sullivan County	29,588
	Tompkins County	23,123
	Warren County	32,641
	Westchester County	271,666
	Wyoming County	20,671
	Yates County	8,243
North Carolina	Alleghany County	5,906
	Anson County	13,231
	Ashe County	16,170
	Avery County	6,021
	Beaufort County	25,259
	Bertie County	8,888
	Bladen County	16,442
	Brunswick County	31,853
	Buncombe County	48,180
	Caswell County	6,150
	Cherokee County	9,762
	Chowan County	5,763
	Cleveland County	45,213
	Columbus County	26,835
	Craven County	24,814
	Cumberland County	77,625
	Duplin County	16,887
	Durham County	44,984
	Forsyth County	69,726
	Franklin County	11,611
	Gaston County	71,590
	Graham County	7,899
	Granville County	12,959
	Halifax County	32,541
	Harnett County	18,335
	Haywood County	18,191
	Hertford County	7,784
	High Pt City/Davidson, Guilford	168,911
	Hoke County	9,418
	Jackson County	12,529
	Johnston County	20,127
	Kannapolis/Cabarrus, Rowan Cos	61,340
	Lee County	18,134
	Lenoir County	28,627
	Macon County	7,311
	Madison County	6,150
	Martin County	14,579
	Mitchell County	6,350
	Montgomery County	11,870
	New Hanover County	50,474
	Northampton County	8,902
	Onslow County	22,951
	Orange County	15,367
	Pasquotank County	10,336

State or territory	Jurisdiction	FY 97 award
	Pender County	11,153
	Person County	14,106
	Pitt County	43,335
	Richmond County	30,563
	Robeson County	73,310
	Rockingham County	31,781
	Rocky Mount/Edgecombe, Nash	74,514
	Rutherford County	29,616
	Sampson County	20,585
	Scotland County	17,417
	State Set-Aside Committee, NC	268,288
	Swain County	14,708
	Vance County	22,392
	Wake County	94,884
	Warren County	10,121
	Washington County	7,970
	Watauga County	10,407
	Wayne County	35,322
	Wilkes County	25,402
	Wilson County	43,966
	Yadkin County	9,748
North Dakota	Cass County	17,260
	Grand Forks County	13,934
	Morton County	7,383
	Rolette County	8,730
	State Set-Aside Committee, ND	90,307
	Ward County	12,386
Northern Marianas	No. Mariana Islands	65,000
Ohio	Adams County	21,316
	Allen County	46,073
	Ashtabula County	46,102
	Athens County	22,263
	Belmont County	30,004
	Brown County	17,217
	Butler County	100,633
	Carroll County	10,336
	Clark County	49,700
	Clinton County	13,991
	Columbiana County	45,701
	Columbus/Fairfield, Franklin Cos.	274,963
	Coshocton County	15,568
	Cuyahoga County	490,807
	Erie County	32,197
	Fayette County	12,228
	Gallia County	18,378
	Greene County	38,949
	Guernsey County	22,879
	Hamilton County	266,161
	Hardin County	11,454
	Harrison County	7,913
	Highland County	15,898
	Hocking County	13,461
	Holmes County	9,203
	Huron County	40,597
	Jackson County	15,482
	Jefferson County	33,043
	Knox County	21,445
	Lawrence County	26,592
	Licking County	38,418
	Lorain County	129,762
	Lucas County	166,919
	Mahoning County	118,609
	Marion County	31,838
	Meigs County	14,192
	Mercer County	29,803
	Monroe County	9,590
	Montgomery County	176,839
	Morgan County	10,923
	Morrow County	13,790
	Muskingum County	51,836
	Noble County	5,992
	Perry County	19,424
	Pickaway County	13,332
	Pike County	15,009

State or territory	Jurisdiction	FY 97 award
	Portage County	51,750
	Richland County	55,692
	Ross County	28,900
	Scioto County	48,725
	Stark County	144,685
	State Set-Aside Committee, OH	322,462
	Summit County	186,113
	Trumbull County	111,212
	Vinton County	6,436
	Washington County	31,036
	Wayne County	33,931
	Wood County	34,892
Oklahoma	Adair County	8,028
	Beckham County	6,422
	Bryan County	8,271
	Caddo County	8,243
	Carter County	17,432
	Cherokee County	12,672
	Choctaw County	9,132
	Cleveland County	40,095
	Comanche County	30,118
	Creek County	21,173
	Custer County	7,110
	Delaware County	9,676
	Garfield County	14,923
	Garvin County	8,615
	Grady County	16,213
	Haskell County	7,096
	Hughes County	6,938
	Jackson County	8,501
	Kay County	21,288
	Latimer County	6,049
	Le Flore County	20,370
	Lincoln County	9,906
	Logan County	6,824
	Mayes County	10,751
	McCurtain County	20,671
	McIntosh County	8,787
	Muskogee County	26,276
	OK City/Canadian, McLain, Oklahoma	201,237
	Okmulgee County	20,370
	Osage County	10,450
	Ottawa County	13,389
	Pawnee County	6,566
	Payne County	9,791
	Pittsburg County	19,797
	Pontotoc County	16,414
	Pottawatomie County	19,697
	Seminole County	12,701
	Sequoyah County	16,600
	State Set-Aside Committee, OK	52,273
	Stephens County	13,833
	Tulsa County	146,534
	Wagoner County	13,504
	Woodward County	6,393
Oregon	Baker County	9,949
	Benton County	13,991
	Clatsop County	13,088
	Coos County	30,835
	Crook County	10,035
	Curry County	9,261
	Deschutes County	53,212
	Douglas County	48,209
	Grant County	6,350
	Harney County	5,963
	Hood River County	13,217
	Jackson County	84,950
	Jefferson County	7,641
	Josephine County	35,480
	Klamath County	30,262
	Lane County	112,617
	Lincoln County	19,352

State or territory	Jurisdiction	FY 97 award
	Linn County	44,840
	Malheur County	15,310
	Portland/Clackamas/ Multnomah, Washington Cos	412,824
	Salem/Marion,Polk Cos	112,044
	State Set-Aside Committee, OR	15,644
	Tillamook County	8,429
	Umatilla County	34,060
	Union County	11,654
	Wasco County	12,185
	Yamhill County	22,822
Pennsylvania	Allegheny County	465,377
	Armstrong County	40,110
	Beaver County	70,472
	Bedford County	28,097
	Berks County	120,860
	Bethlehem/Lehigh, Northampton Cos	219,457
	Blair County	55,119
	Bradford County	23,940
	Cambria County	86,470
	Carbon County	30,376
	Centre County	29,387
	Clarion County	21,058
	Clearfield County	48,969
	Clinton County	22,836
	Columbia County	36,311
	Crawford County	36,870
	Dauphin County	74,557
	Delaware County	209,394
	Erie County	126,321
	Fayette County	72,593
	Greene County	22,062
	Huntingdon County	28,613
	Indiana County	48,496
	Jefferson County	25,345
	Juniata County	14,005
	Lackawanna County	109,320
	Lancaster County	119,656
	Lawrence County	39,164
	Lebanon County	37,931
	Luzerne County	187,920
	Lycoming County	57,455
	McKean County	19,969
	Mercer County	37,988
	Mifflin County	26,348
	Monroe County	60,193
	Northumberland County	45,184
	Philadelphia City/County	694,955
	Potter County	9,246
	Schuylkill County	84,076
	Somerset County	44,224
	State Set-Aside Committee, PA	480,337
	Susquehanna County	20,055
	Tioga County	21,689
	Venango County	26,778
	Washington County	84,448
	Wayne County	24,398
	Wyoming County	16,772
	York County	122,193
Puerto Rico	Puerto Rico	2,137,646
Rhode Island	Providence Census County	266,648
	State Set-Aside Committee, RI	131,778
South Carolina	Abbeville County	10,665
	Aiken County	65,239
	Allendale County	6,035
	Anderson County	47,277
	Bamberg County	9,963
	Barnwell County	17,374
	Beaufort County	18,722
	Berkeley County	33,243
	Calhoun County	5,949
	Charleston County	109,736
	Cherokee County	18,722
	Chester County	21,101
	Chesterfield County	23,065

State or territory	Jurisdiction	FY 97 award
	Clarendon County	13,919
	Colleton County	13,747
	Darlington County	40,497
	Dillon County	23,682
	Edgefield County	11,626
	Fairfield County	12,443
	Florence County	61,240
	Georgetown County	34,920
	Greenville County	68,235
	Greenwood County	27,882
	Hampton County	7,999
	Horry County	63,161
	Kershaw County	19,539
	Lancaster County	22,879
	Laurens County	18,693
	Lee County	9,633
	Marion County	29,043
	Marlboro County	23,553
	Newberry County	15,023
	Orangeburg County	51,951
	Pickens County	36,153
	Richland County	76,908
	Saluda County	7,024
	Spartanburg County	72,278
	State Set-Aside Committee, SC	51,773
	Sumter County	37,845
	Union County	19,367
	Williamsburg County	36,870
	York County	47,965
South Dakota	Brown County	5,849
	Lawrence County	5,791
	Pennington County	19,324
	Shannon County	6,164
	State Set-Aside Committee, SD	112,872
Tennessee	Anderson County	23,352
	Bedford County	15,740
	Benton County	10,235
	Blount County	36,383
	Bradley County	31,093
	Campbell County	21,474
	Carroll County	17,704
	Carter County	19,869
	Claiborne County	9,705
	Cocke County	26,334
	Coffee County	17,819
	Crockett County	7,641
	Cumberland County	18,693
	Davidson County	140,212
	De Kalb County	9,877
	Decatur County	8,845
	Dickson County	12,386
	Dyer County	17,604
	Fayette County	9,390
	Fentress County	10,293
	Franklin County	19,611
	Gibson County	27,337
	Giles County	14,350
	Grainger County	9,246
	Greene County	43,034
	Grundy County	7,641
	Hamblen County	25,273
	Hamilton County	100,504
	Hardeman County	11,970
	Hardin County	14,378
	Hawkins County	18,249
	Haywood County	15,439
	Henderson County	20,198
	Henry County	13,375
	Hickman County	5,935
	Houston County	6,451
	Humphreys County	12,228
	Jefferson County	18,965
	Johnson County	18,765
	Knox County	97,078

State or territory	Jurisdiction	FY 97 award
	Lauderdale County	12,371
	Lawrence County	38,304
	Lewis County	9,547
	Lincoln County	19,381
	Loudon County	10,981
	Macon County	11,411
	Madison County	34,447
	Marion County	11,024
	Marshall County	9,318
	Maury County	27,050
	Mc Minn County	31,967
	Mc Nairy County	15,525
	Meigs County	7,211
	Monroe County	27,366
	Montgomery County	29,387
	Morgan County	8,228
	Obion County	15,511
	Overton County	9,261
	Polk County	7,841
	Putnam County	21,073
	Rhea County	19,023
	Roane County	22,707
	Rutherford County	42,317
	Scott County	13,403
	Sevier County	42,504
	Shelby County	288,610
	Smith County	7,067
	State Set-Aside Committee, TN	70,491
	Stewart County	8,243
	Sullivan County	48,123
	Tipton County	16,113
	Unicoi County	7,841
	Warren County	17,690
	Washington County	29,617
	Wayne County	12,558
	Weakley County	10,966
	White County	11,167
Texas	Abilene/Jones, Taylor Cos.	51,005
	Amarillo/Potter, Randall Cos	63,677
	Anderson County	16,399
	Angelina County	26,405
	Aransas County	7,268
	Atascosa County	10,966
	Austin County	5,992
	Austin/Travis, Williamson Cos	229,334
	Bastrop County	10,336
	Bee County	12,543
	Bell County	67,146
	Bexar County	438,943
	Bowie County	47,707
	Brazoria County	108,904
	Brazos County	27,853
	Brooks County	6,035
	Brown County	16,356
	Burnet County	7,282
	Caldwell County	7,583
	Calhoun County	11,540
	Cameron County	232,488
	Camp County	6,178
	Cass County	20,356
	Chambers County	8,257
	Cherokee County	15,511
	Comal County	17,388
	Cooke County	10,809
	Coryell County	15,066
	Dallas/Collin, Dallas, Denton Cos.	1,008,665
	Dawson County	6,422
	De Witt County	6,135
	Deaf Smith County	9,433
	Dimmit County	8,472
	Duval County	9,433
	Eastland County	6,336
	Ector County	64,078
	El Paso County	478,580

State or territory	Jurisdiction	FY 97 award
	Ellis County	33,501
	Erath County	6,623
	Fannin County	11,870
	Freestone County	6,221
	Frio County	10,192
	Galveston County	143,739
	Gray County	7,684
	Grayson County	36,985
	Grimes County	7,325
	Guadalupe County	17,905
	Hale County	17,389
	Hardin County	27,724
	Hays County	19,625
	Henderson County	23,381
	Hidalgo County	549,496
	Hill County	9,332
	Hockley County	9,533
	Hopkins County	13,790
	Houston/Fort Bend, Harris Cos.	1,499,817
	Howard County	8,400
	Hunt County	30,419
	Hutchinson County	11,941
	Jasper County	28,068
	Jefferson County	159,780
	Jim Wells County	23,983
	Kaufman County	18,263
	Kerr County	6,924
	Kleberg County	14,335
	Lamar County	22,220
	Lamb County	6,307
	Liberty County	31,824
	Limestone County	8,200
	Longview/Gregg, Harrison Cos.	101,350
	Lubbock County	73,496
	Marion County	6,738
	Matagorda County	35,422
	Maverick County	84,004
	Mc Lennan County	67,891
	Medina County	7,827
	Midland County	41,601
	Milam County	8,200
	Montague County	6,250
	Montgomery County	74,357
	Morris County	7,698
	Nacogdoches County	20,600
	Navarro County	17,804
	Newton County	10,264
	Nolan County	8,228
	Nueces County	187,246
	Orange County	71,002
	Palo Pinto County	16,342
	Panola County	13,203
	Pecos County	6,293
	Polk County	11,827
	Presidio County	18,263
	Red River County	6,537
	Reeves County	11,081
	Robertson County	6,006
	Rusk County	20,901
	San Patricio County	38,562
	Shelby County	9,934
	Smith County	79,116
	Starr County	94,053
	State Set-Aside Committee, TX	167,186
	Tarrant County	471,613
	Titus County	14,407
	Tom Green County	29,459
	Tyler County	10,121
	Upshur County	15,783
	Uvalde County	18,048
	Val Verde County	30,018
	Van Zandt County	11,396
	Victoria County	34,447
	Walker County	8,314

State or territory	Jurisdiction	FY 97 award
	Waller County	8,630
	Washington County	6,365
	Webb County	152,383
	Wharton County	18,621
	Wichita County	41,228
	Willacy County	24,398
	Wise County	11,927
	Wood County	12,027
	Young County	9,074
	Zapata County	6,236
	Zavala County	15,912
Trust Territory	Trust Territories	45,000
Utah	Cache County	16,987
	Carbon County	7,813
	Duchesne County	6,924
	Iron County	6,594
	Salt Lake County	180,308
	San Juan County	6,264
	Sanpete County	6,594
	State Set-Aside Committee, UT	50,238
	Uintah County	9,977
	Utah County	57,326
	Washington County	15,482
	Weber County	52,137
Vermont	Caledonia County	12,558
	Chittenden County	33,086
	Orleans County	14,808
	Rutland County	21,431
	State Set-Aside Committee, VT	68,117
Virgin Islands	Virgin Islands	140,000
Virginia	Accomack County	18,249
	Bristol City	7,211
	Brunswick County	6,566
	Buchanan County	17,919
	Caroline County	11,325
	Carroll County	12,443
	Charlotte County	7,426
	Charlottesville City	8,099
	Danville City	31,208
	Dickenson County	16,743
	Fredericksburg City	6,379
	Giles County	8,644
	Grayson County	7,784
	Halifax County	24,284
	Harrisonburg City	5,920
	Henry County	34,433
	Hopewell City	9,060
	Isle of Wight County	10,307
	Lancaster County	9,820
	Lee County	19,983
	Louisa County	14,608
	Lunenburg County	7,268
	Lynchburg City	16,772
	Martinsville City	10,121
	Mecklenburg County	18,836
	Montgomery County	17,847
	Newport News City	63,046
	Norfolk City	79,747
	Northampton County	7,125
	Northumberland County	9,390
	Page County	12,242
	Patrick County	9,117
	Petersburg City	19,166
	Pittsylvania County	35,322
	Portsmouth City	48,066
	Prince Edward County	7,096
	Pulaski County	18,965
	Richmond City	74,443
	Roanoke City	26,807
	Rockbridge County	6,451
	Russell County	22,320
	Scott County	13,446
	Smyth County	24,556
	State Set-Aside Committee, VA	560,516

State or territory	Jurisdiction	FY 97 award
	Staunton City	7,067
	Suffolk City	24,298
	Tazewell County	26,391
	Washington County	31,222
	Westmoreland County	9,963
	Williamsburg City	6,221
	Wise County	43,923
	Wythe County	15,797
Washington	Adams County	13,676
	Asotin County	7,024
	Benton County	81,409
	Chelan County	50,001
	Clallam County	30,004
	Clark County	89,767
	Cowlitz County	45,543
	Douglas County	20,356
	Franklin County	35,207
	Grant County	47,564
	Grays Harbor County	42,633
	Jefferson County	10,321
	King County	654,515
	Kitsap County	84,620
	Kittitas County	18,707
	Klickitat County	14,350
	Lewis County	37,658
	Mason County	20,929
	Okanogan County	34,705
	Pacific County	11,583
	Pend Oreille County	7,999
	Pierce County	272,225
	Skagit County	61,498
	Skamania County	5,877
	Snohomish County	228,460
	Spokane County	154,590
	State Set-Aside Committee, WA	17,056
	Stevens County	23,567
	Thurston County	83,818
	Walla Walla County	23,639
	Whatcom County	78,686
	Whitman County	5,777
	Yakima County	208,147
West Virginia	Barbour County	13,389
	Berkeley County	26,448
	Boone County	12,228
	Braxton County	9,734
	Brooke County	9,691
	Calhoun County	8,429
	Clay County	7,368
	Fayette County	26,420
	Grant County	7,684
	Greenbrier County	21,202
	Hancock County	12,758
	Harrison County	41,558
	Huntington/Cabell,Wayne Cos.	54,732
	Jackson County	14,378
	Kanawha County	86,025
	Lewis County	11,282
	Lincoln County	13,590
	Logan County	24,398
	Marion County	34,935
	Marshall County	17,331
	Mason County	15,683
	McDowell County	14,593
	Mercer County	21,732
	Mineral County	12,142
	Mingo County	20,442
	Monongalia County	28,670
	Nicholas County	16,471
	Ohio County	16,629
	Pocahontas County	10,479
	Preston County	16,485
	Putnam County	19,481
	Raleigh County	38,992
	Randolph County	22,549

State or territory	Jurisdiction	FY 97 award
	Ritchie County	8,286
	Roane County	11,296
	State Set-Aside Committee, WV	28,125
	Summers County	7,082
	Taylor County	10,522
	Tucker County	7,297
	Upshur County	17,976
	Wetzel County	12,113
	Wood County	41,515
	Wyoming County	11,554
Wisconsin	Ashland County	8,056
	Bayfield County	6,766
	Brown County	57,799
	Clark County	15,296
	Crawford County	6,523
	Dane County	63,333
	Douglas County	17,804
	Dunn County	10,809
	Eau Claire/Chippewa, Eau Claire	42,418
	Grant County	20,671
	Jackson County	7,139
	Juneau County	10,364
	Kenosha County	40,483
	La Crosse County	28,756
	Langlade County	7,411
	Marathon County	44,482
	Marinette County	17,331
	Marquette County	6,824
	Milwaukee County	278,690
	Monroe County	13,547
	Oconto County	12,271
	Polk County	12,572
	Portage County	23,223
	Racine County	58,401
	Rock County	45,701
	Rusk County	7,096
	Sawyer County	7,899
	State Set-Aside Committee, WI	265,632
	Taylor County	8,486
	Vernon County	9,189
	Vilas County	7,383
	Washburn County	6,637
	Waushara County	8,271
	Winnebago County	39,020
Wyoming	Fremont County	17,833
	Natrona County	27,136
	State Set-Aside Committee, WY	105,031

[FR Doc. 97–8202 Filed 3–31–97; 8:45 am]
BILLING CODE 6718–02–P

FEDERAL MARITIME COMMISSION

Notice of Agreement(s) Filed

The Commission hereby gives notice of the filing of the following agreement(s) under the Shipping Act of 1984.

Interested parties can review or obtain copies of agreements at the Washington, DC offices of the Commission, 800 North Capitol Street, NW., Room 962. Interested parties may submit comments on an agreement to the Secretary, Federal Maritime Commission, Washington, DC 20573, within 10 days of the date this notice appears in the **Federal Register**.

Agreement No.: 217–010051–028.
Title: Mediterranean Space Charter Agreement.
Parties:
Croatia Line
DSR-Senator Lines
Evergreen Marine Corp. (Taiwan) Ltd.
Farrell Lines, Inc.
Italia Di Navigazione, S.P.A.
Lykes Bros. Steamship Co., Inc.
A.P. Moller-Maersk Line
Mediterranean Shipping Company, S.A.
P&O Nedlloyd, B.V.
P&O Nedlloyd Limited
Sea-Land Service, Inc.
Zim Israel Navigation Co., Ltd.
Synopsis: The proposed Agreement revises Appendix A of the Agreement by deleting Lykes Bros. Steamship Co., Inc., as a party to the Agreement and replacing it with Lykes Lines Limited. The parties have requested a shortened review period.

Agreement No.: 203–011325–010.
Title: Westbound Transpacific Stabilization Agreement.
Parties:
Parties to the Transpacific Westbound Rate Agreement:
American President Lines, Ltd.
Hapag-Lloyd Container Linie GmbH
Kawasaki Kisen Kaisha, Ltd.
A.P. Moller-Maersk Line
Mitsui O.S.K. Lines, Ltd.
P&O Nedlloyd B.V.
Neptune Orient Lines, Ltd.
Nippon Yusen Kaisha, Ltd.
Orient Overseas Container Line, Inc.
Sea-Land Service, Inc.
P&O Nedlloyd Limited
Independent Carrier Parties:
Evergreen Marine Corporation
Hanjin Shipping Co., Ltd.