

application, in whole or in part, no later than May 22, 1997.

The following is a brief overview of the application.

*PFC application number:* 97-03-00-LSE.

*Level of the proposed PFC:* \$3.00.

*Proposed charge effective date:* June 1, 1997.

*Proposed charge expiration date:* August 1, 1998.

*Total estimated PFC revenue:* \$315,000.

*Brief description of proposed project(s):* Acquire snow removal equipment (two snow plow trucks); Pavement evaluation and management system study; Airport Layout Plan update; PFC administration.

*Class or classes of air carriers which the public agency has requested not be required to collect PFCs:* no request to exclude carriers.

Any person may inspect the application in person at the FAA office listed above under **FOR FURTHER INFORMATION CONTACT**.

In addition, any person may, upon request, inspect the application, notice and other documents germane to the application in person at the City of La Crosse.

Issued in Des Plaines, IL, on February 12, 1997.

Benito De Leon,

Manager, Planning and Programming Branch, Airports Division, Great Lakes Region.

[FR Doc. 97-4207 Filed 2-19-97; 8:45 am]

BILLING CODE 4910-13-M

## National Highway Traffic Safety Administration

### Discretionary Cooperative Agreements to Support the Demonstration and Evaluation of Innovative Alcohol-Impaired Driving Projects

**AGENCY:** National Highway Traffic Safety Administration, DOT.

**ACTION:** Announcement of discretionary cooperative agreement program to support the demonstration and evaluation of Innovative Alcohol-Impaired Driving Projects.

**SUMMARY:** The National Highway Traffic Safety Administration (NHTSA) announces a discretionary cooperative agreement program to demonstrate and evaluate innovative projects aimed at reducing alcohol-impaired fatalities.

The goal of NHTSA's Impaired Driving program is to reduce alcohol-related fatalities to 11,000 by the year 2005. While progress has been made in reducing alcohol-related fatalities in the last ten years, more innovative programs

with potential to achieve dramatic declines in alcohol-impaired driving fatalities are needed to reach this national goal. This cooperative agreement program is to support the development of innovative projects or new approaches that have potential to substantially reduce alcohol-related fatalities, injuries and crashes.

NHTSA anticipates funding several innovative demonstration projects for a period of two years under this announcement.

This notice solicits pre-applications from public and private, non-profit and for-profit organizations, state and local governments and their agencies. Interested applicants must submit a pre-application package as further described in the Pre-Application Procedures section of this notice. The pre-applications will be evaluated to identify those that warrant further development. Only selected pre-applicants will be invited to submit a full application.

**DATES:** Pre-applications must be received at the office designated below on or before 3:00 pm April 1, 1997.

**ADDRESSES:** Pre-applications must be submitted to the National Highway Traffic Safety Administration, Office of Contracts and Procurement (NAD-30), ATTN: Rose Watson, 400 7th Street, S.W., Room 5301, Washington, D.C. 20590. All applications submitted must include a reference to NHTSA Cooperative Agreement Program No. DTNH22-97-H-05072.

#### FOR FURTHER INFORMATION CONTACT:

General administrative questions may be directed to Rose Watson, Office of Contracts and Procurement at (202-366-9557). Programmatic questions relating to this cooperative agreement program should be directed to Valerie Gompf, Impaired Driving Division, NHTSA, 400 7th Street, SW (NTS-11), Washington, DC 20590 by e-mail at [vgompf@nhtsa.dot.gov](mailto:vgompf@nhtsa.dot.gov) or by phone (202-366-2702). Interested applicants are advised that no separate pre-application package exists beyond the contents of this announcement.

#### SUPPLEMENTARY INFORMATION:

##### Background

The goal of NHTSA's Impaired Driving program is to reduce alcohol-related fatalities to 11,000 by the year 2005. Progress has been made in reducing alcohol-related fatalities in the last ten years. The proportion of traffic fatalities involving alcohol has dropped to 41 percent in 1995, from 52 percent in 1985. The 17,274 alcohol-related fatalities in 1995 (41 percent of total traffic fatalities for the year) represent a

24 percent reduction from the 22,720 alcohol-related fatalities reported in 1985 (52 percent of the total).

From 1985 to 1995 intoxication rates decreased for drivers of all age groups involved in fatal crashes, with the youngest and oldest drivers experiencing the largest decreases. For drivers 65 and older, intoxication rates dropped from 7.6 percent in 1985 to 5.0 percent in 1995 (a decline of 34 percent); for drivers 16 to 20 years of age, intoxication rates dropped by 47 percent (from 23.9 percent in 1985 to 12.7 percent in 1995).

The highest intoxication rates in fatal crashes in 1995 were recorded for drivers 21-24 years old (27.8 percent), followed by ages 25-34 (26.8 percent) and 35-44 (22.8 percent). These three age groups have also shown the smallest reductions since 1985 (21.3 percent, 17.3 percent and 6.0 percent, respectively).

Safety belts were used by only about 17.5 percent of the fatally injured intoxicated drivers (blood alcohol concentration (BAC) of 0.10 g/dl or greater), compared to 29.1 percent of fatally injured impaired drivers (BAC between 0.01 g/dl and 0.09 g/dl) and 44.6 percent of fatally injured sober drivers (no alcohol).

Innovations in enforcement, alternative sanctions, public education, alcohol screening and treatment, prevention, technology and the passage of tougher legislation have all contributed to this decline. While it is clear that the nation has made progress in reducing alcohol-related fatalities, more needs to be done in order to continue making significant gains. It will take new ideas, creative approaches, innovative programs, new partners, and new or improved technologies to significantly lower the number of alcohol-related deaths. The national goal will not be met without expanding beyond the current state-of-the-art in these areas.

#### Partners in Progress

To explore how to achieve this national goal, NHTSA convened a group of over 100 people for the Partners in Progress meeting in February 1995. The group developed over 100 strategies to address the goal. In January 1996, NHTSA convened an Implementation Group to develop an action plan to make quantum leaps toward this goal. The Implementation Group met several times over the course of a year and drafted an "Impaired Driving Guide for Action," which included the following seven countermeasure areas:

- (1) public education;
- (2) individual responsibility;

- (3) legislation;
- (4) enforcement/adjudication;
- (5) technology;
- (6) health care and medical community; and
- (7) business/employers.

This innovative cooperative agreement program will be based on the seven areas identified in the Partners in Progress An Impaired Driving Guide for Action. The information contained in this notice from the Partners in Progress is still in draft form. The final document is expected to be printed in June of 1997.

#### Purpose

The purpose of this cooperative agreement program is to encourage innovation in solving the impaired driving problem by funding projects that apply original or creative methods or technologies; or that use existing methods or technologies in original or creative ways. The objective is to identify creative or novel approaches/technologies with the greatest potential to reduce alcohol involved crashes, fatalities and injuries.

#### Project Eligibility

Applications may be submitted by public and private, non-profit and for-profit organizations, and state and local governments and their agencies or a consortium of the these groups above. Thus, universities, colleges, research institutions, hospitals, other public and private (non- or not-for-profit) organizations, and State and local governments are eligible to apply. Interested applicants are advised that no fee or profit will be allowed under this cooperative agreement program.

Eligible projects will also be limited to those that fall within the seven categories of the draft Partners in Progress: Impaired Driving Guide for Action outlined below:

(1) *Public Education*—Create public concern and outrage by developing and implementing a comprehensive national and/or local public information and education campaign that promotes health norms and reawakens the public awareness of the scope, impact and cost of the impaired driving problem, and develops public support for legislative and enforcement efforts.

1.1 Recreate public concern and outrage about senseless deaths and injuries caused by impaired driving.

1.2 Develop campaigns and messages with appeal to high-risk target populations, e.g. 21–34 year olds, high BAC offenders and under age 21.

1.3 Improve the balance of media messages related to alcohol-impaired driving. Three specific actions are

recommended for achieving a more appropriate balance in media messages.

a. Increase the relevance and reach of pro-health and safety messages through increased availability and public service announcements, counter-advertising and media literacy;

b. Decrease the advertising and promotional messages that glamorize or trivialize drinking and driving; and

c. Enlist the expertise of the alcohol and advertising industries in reaching high risk populations, especially those age 21–34 and underage youth with pro-health and safety messages.

#### (2) *Individual Responsibility*—

Promote a social norm where individuals do not drive while impaired and actively intervene to prevent behaviors by others that contribute to driving while impaired.

2.1 Develop and implement community programs that train all citizens to follow a prescribed set of behaviors:

a. Serve as appropriate role models especially regarding their drinking and driving behavior.

b. Intervene in the behavior of others when they are likely to drive while impaired.

c. Assist alcohol dependent individuals to seek and participate in treatment and recovery.

d. Exhibit appropriate social hosting practices.

e. Patronize establishments that exhibit responsible serving practices.

f. Support and comply with laws regulating the purchase, possession, consumption of or provision of alcohol to underage persons as well as underage persons falsifying identification in order to purchase.

g. Educate family, friends and co-workers about the dangers of drinking and driving.

h. Intensify the social contract: “Do you mind if I drive after drinking?”

i. Participate in the development of alternative activity programs for youth that:

1. Encourage parents and others to be role models for children.

2. Encourage children to query their parents, “If you’re drinking, who’s driving?”

3. Incorporate impaired driving and other traffic safety messages into school curricula.

4. Support alcohol-free parties for youth celebrations.

j. Show support for the enactment and enforcement of policies, laws, and ordinances that:

1. Strengthen the prevention and deterrence of impaired driving.

2. Provide for accessible/affordable treatment for alcohol dependent persons.

3. Promote designated drivers and the use of other alternative transportation.

(3) *Legislation*—Promote passage of effective legislation and sustain existing effective laws such as Minimum Drinking Age 21, Administrative License Revocation, Zero Tolerance for Youth and .08 illegal per se for adults. Encourage adoption and evaluation of promising legislation such as graduated licensing for youth and vehicle sanctions for repeat offenders.

3.1 Support, promote strengthen, and pass legislation that reflects the public sentiment. The majority of the nation’s citizens believe that alcohol impaired driving is socially unacceptable. Listed below are legislative initiatives that should be addressed in each state.

a. Administrative License Revocation (Laws which automatically and immediately suspend or revoke licenses of drivers who operate a vehicle with a blood alcohol level at or above the state’s defined legal limit.)

b. Safety Belts and Child Car Seats (Laws that make non-use of safety belts by drivers and passengers a traffic offense, thus allowing police to stop and ticket any occupant not wearing a safety belt or using a proper child restraint).

c. Comprehensive Screening and Multi-tiered Treatment Programs (Laws requiring all drivers convicted of DWI/DUI undergo an alcohol assessment program to determine if they have an alcohol abuse problem and require appropriate sanction and treatment.)

d. .08 BAC Per Se (Laws lowering the illegal blood alcohol concentration to .08 BAC per se for all drivers over the age of 21.)

e. Vehicle Confiscation, Immobilization, Impoundment (Laws requiring that convicted repeat DUI/DWI offenders lose their vehicle or use of their vehicle for a prescribed period of time or have devices placed on the vehicle that would prevent the driver from driving if they had consumed any alcohol.)

f. Valid Drivers License Required for Vehicle Purchase or Registration (Laws that prevent persons without a valid drivers license from purchasing or registering a vehicle.)

g. Zero Tolerance (Laws that prevent drivers under the age of 21 to operate a vehicle with any measurable amount of alcohol in their system.)

h. Graduated Licensing (Laws that require new drivers to demonstrate responsible driving behavior during restricted hours of operation over an extended period of time before obtaining full license privilege.)

i. 21 Minimum Drinking Age (Laws that make it illegal for persons under 21 to purchase, attempt to purchase, use

false identification to purchase, possess and/or consume alcoholic beverages. These laws also prohibit an adult from purchasing alcohol for a minor or selling to a minor.)

j. Enhanced Penalties for Higher BACs (Laws that provide more severe penalties for drivers with very high blood alcohol levels.)

k. Dram Shop Laws (Laws that provide criminal and administrative penalties for serving and selling alcohol to intoxicated or underage patrons.)

l. Immunity for Hospital BAC Reporting (Laws that grant immunity to hospitals that conduct and report BAC tests of drivers in case of death or serious injury.)

(4) *Enforcement/Adjudication*—Implement uniform, visible and highly publicized traffic safety and alcohol regulatory enforcement efforts throughout the nation and ensure effective and consistent prosecution and adjudication of offenders to guarantee that impaired driving is treated as a serious crime.

4.1 Hold law enforcement administrators accountable for impaired driving deaths and injuries in their jurisdictions.

4.2 Train, support and motivate law enforcement officers, prosecutors and judges to consistently enforce all laws pertaining to DWI/DUI and alcohol regulatory control.

4.3 Publicize the fact that traffic enforcement not only reduces fatalities and injuries, but also crime in general.

4.4 Improve the quality and accessibility of traffic records related to alcohol traffic offenses: arrests, convictions, sanctions, compliance with judicial directives and outcomes.

4.5 Enforce laws pertaining to legal sale, purchase and provision of alcohol to underage and intoxicated persons.

4.6 Increase the efficiency of the arrest process to reduce the time and paperwork requirements associated with DUI arrests.

4.7 Increase the availability and use of creative alternative sentences for DUI offenders such as: community service, electronic monitoring, ignition interlocks, and intensive probation.

(5) *Technology*—Identify and apply technological solutions to the impaired driving problem that affect the roadway, the vehicle and the driver.

5.1 Establish a strong safety presence to influence the development and application of safety technologies within the Intelligent Transportation Systems (ITS) and highway construction communities.

5.2 Develop/use innovative technological devices to support the detection, arrest, prosecution,

sentencing and monitoring of impaired drivers.

(6) *Health and Medical*—Encourage the health care and medical community to address alcohol use and impaired driving in patient consultations. Involve health care providers as champions for public education efforts and advocates for policy changes.

6.1 Advocate for health care policies that provide for adequate coverage for assessment, intervention, and treatment of alcohol problems.

6.2 Show concern and take action about potential impaired driving by patients as an integral part of preventive medicine. This action should include:

a. Questions about drinking, impaired driving and occupant protection in patient interviews.

b. Information about drinking, impaired driving and occupant protection in written and verbal patient education.

c. Aggressive assessment and referral for alcohol problems.

6.3 Involve health care professionals as advocates for prevention, legislation and enforcement initiatives in the areas of impaired driving and occupant protection.

6.4 Strengthen training for health care professionals in issues related to alcohol and impaired driving. This training should occur both initially in medical school and in continuing medical education programs.

(7) *Business and Employers*—Convince/inspire businesses and employers to implement policies as well as engage in responsible hospitality practices whenever alcoholic beverages are sold or served. Encourage businesses to support community activities related to reducing the human and economic costs of traffic crashes.

7.1 Develop and implement impaired driving policies, programs and enforcement actions by businesses and employers that influence employee and customer behaviors:

a. Employee assistance programs.

b. Policies regarding on-the-job drinking and impaired driving.

c. Education to employees and customers regarding responsible hosting/party planning.

7.2 Increase participation of businesses and employers in addressing traffic safety issues within their communities.

7.3 Adopt responsible hospitality practices by those licensed to sell alcoholic beverages including: strict age identification, staff training, promotion of alternative beverages, availability of food and control of intoxication.

7.4 Patronize responsible establishments or adopt responsible

hospitality practices when hosting events for employees, clients, or business associates.

#### Additional Resources

The following is a list of resources for information on highway safety programs on impaired driving.

(1) Compendium of Traffic Safety Research Projects, DOT HS 808 379 April 1996. This is an annotated bibliography of NHTSA's behavioral research over the last 10 years, and includes alcohol-impaired driving research. This is available on NHTSA's world wide web home page (<http://www.nhtsa.dot.gov:80/people/injury/research/COMPEND.HTM>).

(2) Traffic Safety Digest. This is a quarterly publication of NHTSA which contains innovative traffic safety projects that have been or are currently being conducted in states and communities. This is available on NHTSA's world wide web home page (<http://www.nhtsa.dot.gov:80/people/outreach/safedige>).

(3) Each state has a Governor's Highway Safety Office that can provide information on state legislation, programs and activities related to impaired driving.

#### Pre-application Procedures

Each applicant must submit one original and two copies of the pre-application package to: NHTSA, Office of Contracts and Procurement (NAD-30), ATTN: Rose Watson, 400 7th Street, SW., Room 5301, Washington, DC 20590. An additional three copies will facilitate the review process, but are not required. Pre-Applications shall be limited to the completed Cover Page of the Application for Federal Assistant (standard form 424—revised 4-88); a 4-page project description; and a 1-page staffing and budget summary. The cover page form 424 can be found in Appendix A. In block 11 of the cover page form 424, the applicant should also state which of the seven Partners in Progress areas the project addresses. The pre-application may be single spaced, must be typed on one side of the page only, and must include a reference to NHTSA Cooperative Agreement No. DTNH22-97-H-05072. Please note applicants interested in submitting more than one innovative project must prepare a separate pre-application package for each project.

*Only complete packages received on or before 3:00 p.m., April 1, 1997 will be considered.*

#### Project Review Procedures and Criteria

Upon receipt of the pre-applications, they will be screened to ensure that they

meet the eligibility requirements. Pre-applications meeting the requirements will be reviewed by a panel using the criteria outlined below. In preparing the pre-application package, applicants should organize the package to follow the outline provided by the review criteria.

#### *Pre-application Review Criteria*

The project package must concisely address the following review criteria:

1. Description of what the organization proposes to accomplish which:

(a) clearly identifies the one area for consideration (must be one of the seven areas outlined from Partners in Progress); states the goals and objectives of the project; and explains the innovative and creative features of the project being demonstrated. If building on an old idea, what are the innovative or new approaches that make this project different from what has been tried in the past?

(b) clearly articulates the project's potential to make a significant contribution to national efforts to achieve the 2005 impaired driving fatality goal. A rationale for the estimated impact must be included. (45 percent)

2. Briefly outline a specific, sound, and feasible work plan, including the plan to evaluate the effectiveness of the proposed project in reducing impaired driving fatalities. This outline should identify the specific tasks required to accomplish the goals and objectives of the project. The feasibility of the project will be evaluated in light of resources, realism, and ability to achieve the desired outcome. (25 percent)

3. Description of the project's adaptability to other jurisdictions at a reasonable cost. (15 percent)

4. Briefly outline the project's staffing and budget. Include staffing titles and a 1-2 sentence description of the position duties. The budget should segregate project demonstration costs from project evaluation costs and for each of these activities should identify costs by *direct labor* with a break down of costs by proposed staffing; *direct materials/equipment* with a break down of major cost items; *total travel* costs with an explanation of the relationship to the project; *evaluation* costs; and *overhead*. Clearly identify any financial or in-kind commitment of resources by the applicant organization or other supporting organizations to support the project. (15 percent)

Those applicants whose pre-application are not selected will be informed in writing. Those applicants whose pre-applications are selected for

further development will also be notified in writing and a date for submitting full applications will be set. Upon receipt of the full application proposal by NHTSA, they will be reviewed by panel members who were involved in the review of the pre-applications using the following criteria.

#### *Full Application Criteria*

The following criteria will be used to evaluate the full application:

(1) Innovation (30 percent). The description clearly identifies the one area for consideration (must be one of the seven areas outlined from Partners in Progress), and explains the innovative and creative features of the project. If building on an old idea, what are the innovative or new approaches that make this project different from what has been tried in the past? The applicant has thought through some of the barriers to developing and implementing this new idea. The innovative project involves new non-traditional highway safety partners. The project is adaptable to other jurisdictions at a reasonable cost. The project idea will be publicly supported and/or is suitable for public participation.

(2) Goals, Objectives and Workplan (30 percent). The applicant's goals are clearly articulated and the objectives are time-phased, specific, measurable, and achievable. The workplan will achieve an outcome-oriented result that will reduce impaired driving fatalities and injuries. The workplan addresses what the applicant proposes to develop and implement; how this will be accomplished; and includes the major tasks/milestones necessary to complete the project. This involves identification and solution of potential technical problems and critical issues related to successful completion of the project. The work plan will be evaluated with respect to its feasibility, realism, and ability to achieve the desired outcomes.

(3) Evaluation Plan (20 percent). The evaluation plan clearly articulates the project's potential to make a significant contribution to national efforts to achieve the 2005 impaired driving fatality goal. A rationale for the estimated impact is included. The applicant describes the proposed evaluation design and the methods for measuring the outcomes of the proposed interventions (countermeasures). The evaluation plan will measure the effectiveness of the innovative program idea. The applicant provides sufficient evidence of community cooperation and commitment, if needed. There are sufficient data sources identified and access is ensured from appropriate

owners or collectors of the data to: identify/create and test appropriate instruments; and collect and appropriately analyze quantitative and qualitative data for measuring the effectiveness of the innovative project.

(4) Project Management and Staffing (20 percent). The proposed staff are clearly described, appropriately assigned, and have adequate skills and experiences. The applicant has the capacity and facilities to design, implement, and evaluate the proposed project. The applicant provided details regarding the level of effort and allocation of time of each staff position. The applicant furnished an organizational chart and resumes of each proposed staff. The resumes demonstrate an appropriate staffing mix, experience and technical skills for the successful completion of project objectives. Sufficient staff with the evaluation expertise have been allocated to carry out the submitted evaluation plan. The applicant's staffing plan is reasonable for accomplishing the objectives of the project within the established time frame. The financial budget is sufficiently detailed to allow NHTSA to determine that the estimated costs are reasonable and necessary to perform the proposed effort. Financial or in-kind commitment of resources by the applicant organization or other supporting organizations to support the project has been clearly identified.

#### *Availability of Funds and Period of Support*

Contingent on the availability of funds and satisfactory performance, cooperative agreements will be awarded for a project period of two years. A total of \$1.6 million in cooperative agreements is anticipated to be awarded. It is anticipated that individual award amounts, based upon demonstrated need, may range between \$200,000 and \$400,000. This stated range does not establish a minimum or maximum funding levels.

Ideally, one cooperative agreement would be awarded in each of the seven areas, but NHTSA reserves the right to award to applicants whose proposals have the greatest potential regardless of program area. Thus more than one cooperative agreement could be awarded in each area and some areas may have no projects funded.

In each project, some portion of the funding requested must be dedicated to evaluation activities. Given the amount of funds available for this effort, applicants are strongly encouraged to seek other funding opportunities to supplement the federal funds.

Preference will be given to applicants with cost-sharing proposals.

#### NHTSA Involvement

NHTSA will be involved in all activities undertaken as part of the cooperative-agreement program and will:

1. Provide a Contracting Officer's Technical Representative (COTR) to participate in the planning and management of this Cooperative Agreement and to coordinate activities between the Grantee and NHTSA.
2. Provide information and technical assistance from government sources within available resources and as determined appropriate by the COTR.
3. Serve as a liaison between NHTSA Headquarters, Regional Offices and others (Federal, state and local) interested in innovative alcohol grant program and the activities of the grantee as appropriate.
4. Stimulate the transfer of information among cooperative agreement recipients and others engaged in innovative alcohol program activities.

#### Special Award Selection Factors

While not a requirement of this announcement, applicants are strongly urged to seek funds from other federal, State, local and private sources to augment those available under this announcement. For those applications that are evaluated as meritorious for consideration for award, preference may be given to those that have proposed cost-sharing strategies and/or have other proposed funding sources in addition to those in this announcement.

#### Terms and Conditions of Award

1. Prior to award, each grantee must comply with the certification requirements of 49 CFR part 20, Department of Transportation New Restrictions on Lobbying, and 49 CFR part 29, Department of Transportation government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug Free Workplace (Grants).
2. Reporting Requirements and Deliverables:

A. Quarterly Progress Reports should include a summary of the previous quarter's activities and accomplishments, as well as the proposed activities for the upcoming quarter. Any decisions and actions required in the upcoming quarter should be included in the report. The grantee shall supply the progress report to the Contracting Officer's Technical Representative (COTR) every ninety (90) days following date of award.

B. Program Implementation and Evaluation Plan: The grantee shall submit a revised program implementation and evaluation plan, incorporating comments received from the NHTSA COTR, no more than 1 month after award of this agreement. The NHTSA COTR will review and comment, if necessary.

C. Draft Final Report: The grantee shall prepare a Draft Final Report that includes a description of the innovative project, partners, intervention strategies, program implementation, evaluation methodology and findings from the program evaluation. In terms of information transfer, it is important to know what worked and did not work, under what circumstances, and what can be done to avoid potential problems in future projects. The grantee shall submit the Draft Final Report to the COTR 60 days prior to the end of the performance period. The COTR will review the draft report and provide comments to the grantee within 30 days of receipt of the document.

D. Final Report: The grantee shall revise the Draft Final Report to reflect the COTR's comments. The revised final report shall be delivered to the COTR 15 days before the end of the performance period. The grantee shall supply the COTR:

- A camera ready version of the document as printed.
- A copy, on appropriate media (diskette, Syquest disk, etc.), of the document in the original program format that was used for the printing process.
- Some documents require several different original program languages (e.g., PageMaker was the program for the general layout and design and

PowerPoint was used for charts and yet another was used for photographs, etc.). Each of these component parts should be available on disk, properly labeled with the program format and the file names. For example PowerPoint files should be clearly identified by both a descriptive name and file name (e.g., 1994 Fatalities—chart1.ppt.)

- A complete version of the assembled document in portable document format (PDF) for placement of the report on the world wide web (WWW). This will be a file usually created with the Adobe Exchange program of the complete assembled document in the PDF format that will actually be placed on the WWW. The document would be completely assembled with all colors, charts, side bars, photographs, and graphics. This can be delivered to NHTSA on a standard 1.44 floppy diskette (for small documents) or on any appropriate archival media (for larger documents) such as an CD ROM, TR-1 Mini cartridge, Syquest disk, etc.
- Four additional hard copies of the final document

E. A Briefing to NHTSA and a presentation to at least one national meeting (e.g., Lifesavers \* \* \*).

F. Preparation and submission of a paper for publication in a professional journal.

Items (E) and (F) above will be submitted to NHTSA initially in draft format and will be circulated for review and comment to NHTSA and others, as appropriate.

3. During the effective performance period of cooperative agreements awarded as a result of this announcement, the agreement as applicable to the grantee, shall be subject to the National Highway Traffic Safety Administration's General Provisions for Assistance Agreements, dated July 1995.

Issued on: February 14, 1997.

James Hedlund,

Associate Administrator for Traffic Safety Programs.

BILLING CODE 4910-59-M

## Appendix A—Application for Federal Assistance Cover Page, Standard Form 424 (rev 4-88).

APPLICATION FOR FEDERAL ASSISTANCE		APPENDIX A		OMB Approval No. 0348-0043
1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input type="checkbox"/> Preapplication <input type="checkbox"/> Non-Construction <input type="checkbox"/> Non-Construction		2. DATE SUBMITTED	Applicant Identifier	
		3. DATE RECEIVED BY STATE	State Application Identifier	
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier	
5. APPLICANT INFORMATION				
Legal Name:		Organizational Unit:		
Address (give city, county, state, and zip code):		Name and telephone number of the person to be contacted on matters involving this application (give area code)		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): [ ] [ ] - [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]		7. TYPE OF APPLICANT: (enter appropriate letter in box) <input type="checkbox"/> A. State      H. Independent School Dist. B. County      I. State Controlled Institution of Higher Learning C. Municipal      J. Private University D. Township      K. Indian Tribe E. Interstate      L. Individual F. Intermunicipal      M. Profit Organization G. Special District      N. Other (Specify): _____		
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es): <input type="checkbox"/> <input type="checkbox"/> A. Increase Award      B. Decrease Award      C. Increase Duration D. Decrease Duration      Other (specify): _____		9. NAME OF FEDERAL AGENCY:		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] TITLE:		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:		
12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):				
13. PROPOSED PROJECT:		14. CONGRESSIONAL DISTRICTS OF:		
Start Date	Ending Date	a. Applicant      b. Project		
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ .00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE _____		
b. Applicant	\$ .00	b. NO. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372		
c. State	\$ .00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
d. Local	\$ .00			
e. Other	\$ .00			
f. Program Income	\$ .00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
g. TOTAL	\$ .00	<input type="checkbox"/> Yes      If "Yes," attach an explanation. <input type="checkbox"/> No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED				
a. Typed Name of Authorized Representative		b. Title		c. Telephone number
d. Signature of Authorized Representative				e. Date Signed

Previous Editions Not Usable

Standard Form 424 (REV 4-88)  
Prescribed by OMB Circular A-102

Authorized for Local Reproduction

## INSTRUCTIONS FOR THE SF 424

This is a standard form used by applicants as a required facesheet for preapplications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

*Item and Entry*

1. Self-explanatory.
2. Date application submitted to Federal agency (or State if applicable) & applicant's control number (if applicable).
3. State use only (if applicable).
4. If this application is to continue or revise and existing award, enter present Federal identifier number. If for a new project, leave blank.
5. Legal name of applicant, name of primary organizational unit which will undertake the assistance activity, complete address of the applicant, and name and telephone number of the person to contact on matters related to this application.
6. Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.
7. Enter the appropriate letter in the space provided.
8. Check appropriate box and enter appropriate letter(s) in the space(s) provided:
  - "New" means a new assistance award.
  - "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.
  - "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation.
9. Name of Federal agency from which assistance is being requested with this application.
10. Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.
11. Enter a brief descriptive title of the project, if more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications use a separate sheet to provide a summary description of this project.
12. List only the largest political entities affected (e.g., State, counties, cities).
13. Self-explanatory.
14. List the applicant's Congressional District and any District(s) affected by the program or project.
15. Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate *only* the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For

multiple program funding, use totals and show breakdown using same categories as item 15.

16. Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.

17. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.

18. To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)

[FR Doc. 97-4203 Filed 2-19-97; 8:45 am]

BILLING CODE 4910-59-M

**Surface Transportation Board**

[STB Docket No. AB-55 (Sub-No. 536X)]

**CSX Transportation, Inc.—  
Abandonment Exemption—in Vigo  
County, IN**

**AGENCY:** Surface Transportation Board.

**ACTION:** Notice of exemption.

**SUMMARY:** The Board, pursuant to 49 U.S.C. 10502, exempts CSX Transportation, Inc. (CSXT), from the prior approval requirements of 49 U.S.C. 10903 to permit CSXT to abandon a 2.6-mile portion of its Chicago Service Lane, CE&D Subdivision, known as the Saxton Branch, between milepost ZY-0.00, at Dewey, IN (near Terre Haute), and milepost ZY-2.6, at the end of the track, in Vigo County, IN, subject to an environmental condition and standard employee protective conditions.

**DATES:** Provided no formal expression of intent to file an offer of financial assistance (OFA) has been received, this exemption will be effective on March 24, 1997. Formal expressions of intent to file an OFA under 49 CFR 1152.27(c)(2) must be filed by March 3, 1997, petitions to stay must be filed by March 7, 1997, requests for a public use condition conforming to 49 CFR 1152.28(a)(2) must be filed by March 12, 1997, and petitions to reopen must be filed by March 17, 1997.

**ADDRESSES:** Send pleadings, referring to STB Docket No. AB-55 (Sub-No. 536X) to: (1) Surface Transportation Board, Office of the Secretary, Case Control Branch, 1201 Constitution Avenue, N.W., Washington, DC 20423; and (2) Charles M. Rosenberger, 500 Water Street—J150, Jacksonville, FL 32202.

**FOR FURTHER INFORMATION CONTACT:**

Beryl Gordon, (202) 927-5660. [TDD for the hearing impaired: (202) 927-5721.]

**SUPPLEMENTARY INFORMATION:**

Additional information is contained in the Board's decision. To purchase a copy of the full decision, write to, call, or pick up in person from: DC News & Data, Inc., Room 2229, 1201 Constitution Avenue, N.W., Washington, DC 20423. Telephone: (202) 289-4357/4359. [Assistance for the hearing impaired is available through TDD services (202) 927-5721.]

Decided: February 13, 1997.

By the Board, Chairman Morgan and Vice Chairman Owen.

Vernon A. Williams,  
*Secretary.*

[FR Doc. 97-4179 Filed 2-19-97; 8:45 am]

BILLING CODE 4915-00-P

**DEPARTMENT OF THE TREASURY****Financial Management Service**

**Privacy Act of 1974; Computer  
Matching Program**

**AGENCY:** Financial Management Service, Treasury.

**ACTION:** Notice.

**SUMMARY:** Pursuant to 5 U.S.C. 552a, the Privacy Act of 1974, as amended, and the Office of Management and Budget (OMB) Guidelines on the Conduct of Matching Programs dated June 19, 1989, notice is hereby given of the conduct of a Financial Management Service (FMS) matching activity.

**EFFECTIVE DATE:** March 24, 1997.

**ADDRESS:** Comments or inquiries may be submitted to the Debt Management Services, Financial Management Service, 401 14th Street, SW, Room 151, Washington, DC 20227.

**FOR FURTHER INFORMATION CONTACT:**

Gerry Isenberg, Financial Program Specialist, Debt Management Services, (202) 874-6660.

**SUPPLEMENTARY INFORMATION:** FMS is the central disbursing source for the Federal Government and currently receives recurring and non-recurring payment certification records from departments and agencies of the Government. FMS has a "system of records" (as defined in the Privacy Act of 1974) for nonrecurring payments entitled "Payment Records for Other than Regular Recurring Benefit Payments" identified as Treasury/FMS .016.

FMS is also the lead agency in the Federal Government for debt collection, and collects non-tax debts owed to the Federal Government. FMS has a "system of records" for debt collection