

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

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

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

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

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

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

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

## VI. Award Administration Information

### VI.1. Award Notices

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

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

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

45 CFR Part 74 and Part 92

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

The following additional requirements apply to this project:

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

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

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

### VI.3. Reporting Requirements

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

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

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

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

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

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

## VII. Agency Contacts

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

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

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

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

Dated: June 16, 2004.

**William Nichols,**

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

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Centers for Disease Control and Prevention

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

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

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

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

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

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

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

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

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

Dated: June 17, 2004.

**Alvin Hall,**

*Director, Management Analysis and Services  
Office, Centers for Disease Control and  
Prevention.*

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Administration for Children and Families

#### Proposed Information Collection Activity; Comment Request

##### Proposed Projects

*Title:* Survey of Early Head Start  
Programs.

*OMB No.:* New Collection.

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

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

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

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

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

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

#### Annual Burden Estimates

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

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

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

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

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

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

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

should be identified by the title of the  
information collection. E-mail address:  
[grjohnson@acf.hhs.gov](mailto:grjohnson@acf.hhs.gov).

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

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

Dated: June 16, 2004.

**Robert Sargis,**

*Reports Clearance Officer.*

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