

ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY

EXECUTIVE SUMMARY

- **Federal Agency Name:** Economic Development Administration (EDA), Department of Commerce
- **Funding Opportunity Title:** National Technical Assistance, Training, Research, and Evaluation
- **Announcement Type:** Federal Funding Opportunity
- **Catalog of Federal Domestic Assistance (CFDA) Numbers:** 11.303 Economic Development--Technical Assistance; 11.312 Economic Development--Research and Evaluation.
- **Dates:** Proposals for funding under this program will be accepted through May 28, 2004. Proposals received after 4 p.m. EDT, on May 28, 2004, will not be considered for funding. By June 16, 2004, EDA will notify proposers whether they will be given further funding consideration. The projects will be funded as soon as possible, but no later than September 30, 2004.
- **Application Submission:** Proposals and applications must be submitted to the Washington office as set forth below.
- **Funding Opportunity Description:** The Economic Development Administration (EDA) announces federal funding opportunities for the following research and technical assistance projects:
 1. Address Competitiveness and Innovation in Rural U.S. Regions—Develop and Analyze Rural Clusters of Innovation and Link Rural and Metropolitan Regions,
 2. Develop a Global Competitiveness Index Focusing on Strengthening National and Regional Innovation,
 3. Address and Measure the Economic Impact of Broadband Deployment,
 4. Measure Comparative Returns from Public Investment (Federal, State, and Local) in Alternative Economic Development Strategies,
 5. Assist Entrepreneurs through Enterprise Facilitation Techniques,
 6. Information Dissemination to Practitioners Serving Distressed Areas; and
 7. Conducting a Symposium on Economic Development

FULL ANNOUNCEMENT TEXT

I. Funding Opportunity Description

A. Program Objective

The mission of EDA is to lead the Federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the world economy. EDA will fulfill this mission by assisting states, local governments, and community-based organizations in achieving their highest economic potential.

B. Program Priorities

EDA is soliciting proposals to undertake research and provide technical assistance: (1) Addressing Competitiveness and Innovation in Rural U.S. Regions and Developing and Analyzing Rural Clusters of Innovation and Linking Rural and Metropolitan Regions; (2) Developing a Global Competitiveness Index Focusing on Strengthening National and Regional Innovation; (3) Addressing and Measuring the Economic Impact of Broadband Deployment; (4) Measuring Comparative Returns from Public Investment (Federal, State, and Local) in Alternative Economic Development Strategies; (5) Assisting Entrepreneurs through Enterprise Facilitation Techniques; (6) Information Dissemination to Practitioners Serving Distressed Areas; and (7) Conducting a Symposium on Economic Development.

C. Program Authority

The authority for the programs listed below is the Public Works and Economic Development Act of 1965, as amended (Pub. L. 89-136, 42 U.S.C. 3121 et seq.), and as further amended by Pub. L. 105-393.

II. Award Information

A. Funding Availability

Funding appropriated under Public Law No. 108-199 is available for the National Technical Assistance, Training, Research, and Evaluation program authorized by the Public Works and Economic Development Act of 1965, as amended (Pub. L. 89-136, 42 U.S.C. 3121, et seq.) and as further amended by the Economic Development Administration Reform Act of 1998 (Pub. L. 105-393). Funds in the amount of \$805,000 are available for the National Technical Assistance (NTA) program, and shall remain available until expended. Funds in the amount of \$495,000 have been appropriated for the Research and Evaluation program for FY 2004 and shall remain available until expended.

EDA is inviting proposals for National Technical Assistance, Training, Research, and Evaluation as described below. Applicants may submit proposals for the projects described below individually, collectively or in any other combination.

1. Program: Research and Evaluation--(Pub. L. 89-136, as Amended by Pub. L. 105-393, 42 U.S.C. 3147)

a. Addressing Competitiveness and Innovation in Rural U.S. Regions—Developing and Analyzing Rural Clusters of Innovation and Linking Rural and Metropolitan Regions

Background Statement:

This project is a follow-up on the Learning and Research Agenda by Professor Michael Porter and the Institute of Strategy and Competitiveness.

The successful applicant will deliver a study on the quality of business environment similar to the Clusters of Innovation project completed by the collaboration of the Monitor Group, the Council of Competitiveness, and Professor Michael Porter. This study, however will focus on a cross-section of rural regions.

Additional analysis will explore the linkages between rural and neighboring metropolitan regions and the specific differences in cluster composition.

For a number of rural regions, the research team will collect survey data on business environment quality and the evolution of the region. A report will be prepared on key learnings and policy implications for this region. The sum of these reports will provide an understanding of business environments in rural regions. The budget will come both from EDA and from groups in the selected rural regions, as in the Clusters of Innovation project.

Deliverables:

- Create a data infrastructure to answer a number of open questions on rural economies that can only be answered with hard data;
- Understand the 'real' prosperity of rural regions;
- Develop a strategy to revisit current thinking on rural regions with hard data;
- Explore the linkages between rural and metropolitan regions in more detail;
- Understand specific differences in cluster composition;
- Undertake a detailed county-level analysis of raw data;
- Develop and maintain cluster mapping data on rural communities; and
- Lay the foundation for a “Rural Clusters of Innovation” project and implementation projects in several rural regions across the country.

Completion Deadline: March 31, 2005

b. Developing a Global Competitiveness Index Focusing on Strengthening National and Regional Innovation

Background Statement:

Innovation is a proven driver of economic growth, productivity, job creation, and rising standards of living. In today's global economy, low costs, high quality, rapid product deployment, and organizational dexterity form a baseline to compete, but these traits characterize many markets and competitors. Prosperity requires strengthening this baseline and more; it requires innovation.

The successful applicant's *2004 Competitiveness Index* will serve as the baseline document in this cause—the “primer” on what must be done to raise the innovation bar for participants in the year-long *National Innovation Initiative* led by the Council on Competitiveness.

The Initiative, armed with the findings of the *2004 Competitiveness Index*, will, over the coming year:

- Bring together America's top minds on innovation and create consensus and a structure for action;
- Sharpen the understanding of changes in the innovation process and how they can be harnessed for economic growth; and
- Advocate an agenda to make the United States the most fertile and attractive environment for innovation.

Deliverables:

- Development of two major deliverables supporting innovation: 1) a *2004 Competitiveness Index*, and 2) a National Innovation Agenda;
- The Index focuses on the challenges that will shape long-term US economic prosperity—which are intimately tied to America's capacity for innovation. Thus, the *2004 Competitiveness Index* will serve as the foundation document for creating a National Innovation Agenda--painting a picture for the nation and business and academic leadership of what is transpiring in both the global and national economy;
- The focus of the *2004 Competitiveness Index* is on documenting both strengths and vulnerabilities in the U.S. Competitiveness profile--and helping to tackle a critical challenge: Understanding how to ensure that the United States remains the most fertile ground for innovative activity and investment. This understanding is necessary at a time when one can point both to numerous competitive "successes" (strong entrepreneurial and regional economies; world's best research universities; the world's strongest and most efficient capital markets; a long tradition of the rule of law; a deep commitment to property rights; a unique system of cooperation and collaboration among the federal government, national and military labs, private sector R&D efforts, research universities and entrepreneurs; and ready access to natural resources and skilled labor) and numerous competitive

"challenges" (inadequate national saving rate; structural challenges in our current account; the re-emergence of twin deficits -- growing budget and trade deficits; an emerging mood putting the country at risk of creating a hostile environment for business investment and the creation of new businesses). The "end game strategy" is still undefined--but the goal of the *2004 Competitiveness Index* is to help determine where the nation needs to focus in 2005 and beyond; and

- Data collected and analyzed will be compiled in a major text of the document titled the *2004 Competitiveness Index*.

Completion Deadline: March 31, 2005

c. Addressing and Measuring the Economic Impact of Broadband Deployment

Background Statement:

Everyone “knows” broadband is important and there have been numerous theoretical studies touting potential benefits. A significant question remains: How real are these estimates?

Empirical studies demonstrating the benefits of broadband have not yet been performed. This project would replace hypotheses with evidence and allow investment decisions to be based on facts, not forecasts, and to assist underserved communities to evaluate the case for public sector investment.

Deliverables:

- Survey and provide case studies with local and regional economic development officials, local business owners, town managers, and local and county government officials with IT duties to determine communication needs and relevance of broadband access;
- Find and detail quantitative evidence of the impact of broadband on economic development, including answers to the following questions:
Does broadband lead to:
 - i. Faster growth?
 - ii. Existing firms or new firms?
 - iii. More jobs?
 - iv. Changes in the type of jobs?
 - v. Improved human capital/productivity?
 - vi. Workforce development?
 - vii. Increased educational opportunities?
 - viii. Negative impacts?
 - ix. Online shopping that hurts local merchants?

Completion Deadline: March 31, 2005

2. Program: National Technical Assistance--(Pub. L. 89-136, as Amended by Pub. L. 105-393, 42 U.S.C. 3147)

a. Measuring Comparative Returns from Public Investment (Federal, State, and Local) in Alternative Economic Development Strategies

Background Statement:

An over-arching independent assessment is needed of the numerous economic development strategies, including entrepreneurship, implemented in rural regions over time. This project would provide an independent assessment of which strategies have worked most effectively in creating economic success in rural regions. Models will be compared and contrasted for their effectiveness.

Deliverables:

- Identify effective models of competitiveness and economic development that can be translated into a benchmarking or assessment tool for practitioners and policymakers;
- Determine what changes would need to be made to reinvent the private and public institutions supporting economic development;
- Quantify the cost of industrial recruitment, the results of past strategies, and the benefits of pursuing a new strategy;
- Identify regions in which entrepreneurship development has been adopted as the primary economic development strategy;
- Quantify the impact of specific entrepreneurship development strategies on these regions; and
- Measure the impact of entrepreneurship development strategies compared to those associated with traditional economic development policies.

Completion Deadline: March 31, 2005

b. Assisting Entrepreneurs through Enterprise Facilitation Techniques

Background Statement:

The implementation of a National Project on Enterprise Facilitation would allow for the demonstration of this process to successfully address the increasingly critical needs of a growing number of communities that are experiencing declining economies and related civic and social challenges, and convert them into economically vibrant communities. Accomplished through a people-based social technology focusing on local talents and motivations, Enterprise Facilitation diversifies the local and regional economies and looks beyond the immediate economic forecast to anticipate change.

Over the past 19 years, Enterprise Facilitation sites have generated thousands of jobs and millions of dollars in revenues, increased the overall tax base, and resulted in hundreds of new, expanded and revitalized local businesses with on-going sustainability rates averaging as high as 93 percent. These types of businesses additionally maximize taxpayer investment as they remain in the region in which they were initiated and do not displace workers by changing their base of operation to chase tax and relocation incentives.

While Enterprise Facilitation is already currently utilized by a number of communities in the U.S., broadening the scope of the process will allow for an evaluation to accurately gauge its effectiveness in all geographic, demographic and economic cross-sections of the country. It will also allow for collection of data regarding methodology, success and long term impact of Enterprise Facilitation as it relates not only to economic and community development, but also in relation to governmental policy and programming. The budget will be supported through funds from the EDA and philanthropic organizations, as well as by specified matching funds raised within the local project areas.

Deliverables:

- Evaluate and document the correlation between Enterprise Facilitation and economic prosperity through numbers of jobs created, new, expanded and revitalized businesses utilizing the process, and reduction in unemployment and other transfer payments;
- Disseminate concepts, practices and progress of the Enterprise Facilitation process to civic leaders and decision makers nationwide;
- Generate and expand the number of public/private partnerships actively involved with each Enterprise Facilitation site; and
- Construct a national core of regional Enterprise Facilitation sites to which new facilitation communities can be linked for support.

Deadline: March 31, 2005

c. Information Dissemination to Practitioners Serving Distressed Areas

Background Statement:

As part of its ongoing mission to assist economically distressed areas, EDA supports the dissemination of information to economic development practitioners serving distressed communities. EDA is soliciting proposals to fund a project that will continue its mission of serving the economic development needs of distressed rural and urban areas, takes greater advantage of new technologies for information dissemination (including the Internet, videoconferencing, e-mail, etc.), and identifies and provides information, in new or emerging areas of economic development, needed by practitioners.

EDA anticipates funding a project that will include a variety of media, as set forth in the proposed scope of work below. Since it is unlikely that a single organization will have the capacity to implement all aspects of the scope of work, EDA encourages economic development organizations to partner with each other. Doing so would also increase the likelihood that an applicant team would reach a greater segment of the target audience. EDA's intent is to implement a coordinated and complementary information dissemination program that, through strategic linkages, reaches the maximum number of economic development practitioners.

Deliverables:

- Conduct six satellite economic development strategy telecasts targeted to practitioners nationwide. This includes selecting the topics, presenters or panelists, and case studies for each broadcast, subject to EDA's concurrence; arranging for the moderator and facilities to conduct each telecast; undertaking sufficient publicity that ensures the maximum audience is reached; ensuring that sufficient local download facilities are available; and building in a feedback mechanism that measures both the level of participation in and the effectiveness of the broadcasts. Each telecast must be recorded digitally so that it can be made available and be viewable broadly, including on EDA's and other Web sites.
- Prepare and disseminate a monthly electronic newsletter with information targeted to a national audience of economic development practitioners. The newsletter must be in hypertext markup language (html), in an attractive and colorful format, but also be available as a plain text document for those who cannot access it in html. It will ordinarily be no more than two pages in length, cover three or four topics each month, and include summaries of critical information, subject to EDA's concurrence. Where appropriate, it will serve as a roadmap to other information resources through hot links that facilitate direct access to more in-depth information. It will be distributed at no cost to organizations and individuals working to improve the economic viability of distressed areas. The dissemination effort includes developing an inclusive e-mailing list, which will also be made available to EDA for its use. The e-mailing list may involve supplementing and/or combining existing lists that economic development organizations currently possess, to achieve maximum target audience penetration as quickly as possible.
- Prepare a quarterly magazine of approximately 20-40 pages that will provide in-depth information to practitioners in four-color, high-quality format, on a range of timely topics consistent with EDA's mission, and subject to EDA's concurrence. It will cover subjects such as current administration policy, interviews with key decision-makers and practitioners, and present and analyze best practice case studies in economic development. EDA expects that this magazine will be mailed in hard copy to up to 6,000, depending on costs. The mailing list will also be made available to EDA for its use. In

addition to the hard copy, an html counterpart will be made available for EDA's Web site.

Completion Deadlines:

All tasks will take place between October 1, 2004 and September 30, 2005, but each has its own specific time line. The telecasts in Task (1) will take place at intervals during the year determined in conjunction with EDA. The electronic newsletter in Task (2) will be disseminated each month. The quarterly magazines in Task (3) will be published at the end of each calendar quarter.

d. Conducting a Symposium on Economic Development

Background Statement:

The Economic Development Administration (EDA) was created by the Public Works and Economic Development Act of 1965. In 2005, EDA will celebrate the fortieth anniversary of its creation. Its mission is set forth as working to lead the Federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the world economy. In the 40 years since EDA's inception, the nation has experienced significant changes in the characteristics and regional distribution of economic growth and decline, and most importantly, changes in the role of the federal government in economic development and overall economic development techniques and methods.

EDA proposes a one and a half days symposium of both private and public sector leaders in the field of economic development, including current and former EDA senior policy makers (Assistant Secretaries and Regional Directors) with congressional and administration leaders in the field of economic development, to critically evaluate current and future needs at the local, regional, and national levels, and the policy directions that will meet those needs.

Deliverables:

In conjunction with EDA,

- select participants to invite so as to ensure participation by recognized private and public sector leaders in the field of economic development;
- structure and arrange panel discussions that will address current and cutting-edge topics of economic development, including critical evaluations of current and future needs at the local, regional and national levels, and the policy directions that will meet those needs;
- arrange for documentation of the proceedings according to publication standards for other academic proceedings of this type;

- after the symposium, draft and edit the proceedings according to publication standards for other academic proceedings of this type, and print 1000 copies;
- arrange for a hotel location in Washington and related logistics, including registration, meals and a reception;
- secure sponsorships by private organizations for dinner and an opening reception;
- coordinate appropriate media coverage such as CSPAN, related trade association press;
- videotape proceedings and edit videotape for later use by EDA; duplicate 200 copies of the videotape;
- a two-hour period of the symposium will be formatted as to lending itself for a live broadcast; the same two-hour segment of the conference will be videotaped for later use as an internet web broadcast.

Timing:

The symposium should be held in the fall 2005. The proceedings should be printed and the project completed by December 31, 2005.

B. Type of Funding Instrument

Awards will be in the form of grants or cooperative agreements. A common example of a cooperative agreement structure consists of substantial collaboration between EDA program staff and the recipient of an information dissemination award to select topics and presenters for satellite telecasts and regional policy forums. EDA partners might also review a research project's methodology at critical stages and review the draft written report. The average funding level in FY 2003 for National Technical Assistance investments was \$247,000, and for Research and Evaluation investments was \$114,000.

III. Eligibility Information

A. Eligible Applicants

Eligible recipients of EDA financial assistance are defined at 13 CFR 300.2.

B. Cost Sharing or Matching Requirement

Ordinarily the amount of the EDA grant may not exceed 50 percent of the cost of the project. While cash contributions are preferred, in-kind contributions, fairly evaluated by EDA, may include contributions of space, equipment, and services and may provide the non-Federal share of the project cost. In-kind contributions must be eligible project costs and meet applicable Federal cost principles and uniform administrative requirements.

EDA may supplement the Federal share of a grant project where the applicant is able to demonstrate that the non-Federal share that would otherwise be required cannot be provided

because of the overall economic situation. Potential applicants should contact the appropriate EDA office to make this determination.

IV. Application and Submission Information

A. Address to Request Application Package

Paper applications may be downloaded from the EDA Web site at <http://www.eda.gov>. For agency addresses and phone numbers see Section VII below.

B. Content and Form of Application Process

To apply for an award under this notice, an eligible recipient must first submit a proposal.

1. Proposal Format

Each proposal submitted must include:

- a. A description of how the researcher(s) intend(s) to carry out the scope of work (not to exceed 10 pages in length);
- b. A proposed budget and accompanying explanation;
- c. Resumes/qualifications of key staff (not to exceed two pages per individual, with an additional two pages allowed for a single summary description of all organizations/consultants named in the proposal); and
- d. A proposed schedule for completion of the project.

2. Submission Dates and Times

Proposals for funding under this program will be accepted through May 28, 2004, at one of the addresses provided below. Proposals received after 4 p.m. e.d.t., on May 28, 2004, will not be considered for funding.

By June 16, 2004, EDA will notify proposers whether they will be given further funding consideration. Each successful proponent will be invited to submit an Application for Federal Assistance, OMB Control Number 0610-0094. Projects will be funded no later than September 30, 2004.

C. Funding Restrictions

1. Indirect Cost Rates

Regardless of any approved indirect cost rate applicable to the award, the maximum dollar amount of allocable indirect costs for which the Department of Commerce will reimburse the recipient shall be the lesser of the line item amount for the Federal share of indirect costs contained in the approved budget of the award, or the Federal share of the total allocable indirect costs of the award based on the indirect cost rate approved by an oversight or cognizant Federal

agency and current at the time the cost was incurred, provided the rate is approved on or before the award end date.

2. Allowable Costs

Funds awarded cannot necessarily pay for all the costs that the recipient might incur in the course of carrying out the project. Allowable costs are determined by reference to the Office of Management and Budget Circulars A-122, "Cost Principles for Nonprofit Organizations"; A-21, "Cost Principles for Education Institutions"; and A-87, "Cost Principles for State, Local and Indian Tribal Governments." Generally, costs that are allowable include salaries, equipment, supplies, and training, as long as these are "necessary and reasonable."

D. Other Submission Requirements

None.

V. Application Review Information

A. Initial Review Criteria and Process

To apply for an award under this request, an eligible recipient must submit a proposal to EDA during the specified timeframe, at the address specified in Section VII. Proposals that do not meet all items required or that exceed the page limitations of Section IV.B. of this notice will be considered nonresponsive, and will not be considered. Proposals that meet all the requirements will be evaluated by a review panel comprised of at least three members, all of whom will be full-time Federal employees. The panel first evaluates the proposals using the general evaluation criteria set forth in 13 CFR 304.1 and 304.2 and the supplemental evaluation criteria (Investment Policy Guidelines) set out in part V (B) below. Proposals that meet these threshold criteria will then be evaluated by the panel using the following criteria of approximate equal weight:

1. The quality of a proposal's response to the Scope of Work;
2. The ability of the applicant to successfully carry out the proposed activities; and
3. Cost to the Federal Government.

The Assistant Secretary of Commerce for Economic Development is the Selecting Official, and will in the normal course follow the recommendation of the review panel. However, the Assistant Secretary may not make any selection, or he may substitute one of the lower rated proposals, if he determines that it better meets the overall objectives of the Public Works and Economic Development Act of 1965, as amended (Pub. L. 89-136, 42 U.S.C. 3121 et seq.), and as further amended by Pub. L. 105-393.

B. Supplemental Evaluation Criteria: Investment Policy Guidelines

EDA's mission is to increase prosperity by advancing comprehensive, entrepreneurial, and innovation-based economic development efforts to enhance the competitiveness of regional

business environments resulting in increased private investment and higher-skill, higher-wage jobs.

All potential EDA investments will be analyzed using the following five Investment Policy Guidelines, which constitute supplemental evaluation criteria of approximate equal weight and which further define the criteria provided at 13 CFR 304.2:

1. ***Be market-based and results driven.*** An investment will capitalize on a region's competitive strengths and will positively move a regional economic indicator measured on EDA's Balanced Scorecard, such as: an increased number of higher-skill, higher-wage jobs; increased tax revenue; or increased private sector investment.
2. ***Have strong organizational leadership.*** An investment will have strong leadership, relevant project management experience, and a significant commitment of human resources talent to ensure a project's successful execution.
3. ***Advance productivity, innovation, and entrepreneurship.*** An investment will embrace the principles of entrepreneurship, enhance regional clusters, and leverage and link technology innovators and local universities to the private sector to create the conditions for greater productivity, innovation, and job creation.
4. ***Look beyond the immediate economic horizon, anticipate economic changes, and diversify the local and regional economy.*** An investment will be part of an overarching, long term comprehensive economic development strategy that enhances a region's success in achieving a rising standard of living by supporting existing industry clusters, developing emerging new clusters, or attracting new regional economic drivers.
5. ***Demonstrate a high degree of commitment by exhibiting:***
 - High levels of local government or non-profit matching funds and private sector leverage.
 - Clear and unified leadership and support by local elected officials.
 - Strong cooperation between the business sector, relevant regional partners and local, state and federal governments.

VI. Award Administration Information

A. Award Notices

EDA will invite successful proposers to submit an Application for Federal Assistance (OMB Control Number 0610-0094). This invitation is not, however, a guarantee that funding will be provided. Unsuccessful proposers will be notified that their proposals were not recommended for funding.

B. Administrative and National Policy Requirements

Administrative and national policy requirements for all Department of Commerce awards are contained in the Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements, published in the Federal Register on October 1, 2002 (66 FR 49917), as amended by the Federal Register notice published on October 30, 2002 (67 FR

66109). These notices may be accessed by entering the Federal Register volumes and page numbers listed in the previous sentence at the following web site:
<http://gpoaccess.gov/fr/retrieve.html>.

C. Reporting

All recipients are required to submit financial and performance (technical) reports. All financial reports must be submitted in triplicate (one original and two copies) to the EDA Program Officer. Reports are due on a semi-annual schedule and must be submitted no later than 30 days following the end of the six-month period(s) specified in the award. Final financial reports are due 90 days after the award expiration.

VII. Agency Contacts

A. For Further Information

EDA web site, <http://www.eda.gov>, contains additional information on EDA and its programs. For the Research and Evaluation program, you may contact W. Kent Lim at 202.482.6225, and for the National Technical Assistance program you may contact Dr. John J. McNamee at 202.482.4085.

B. Addresses

1. Research and Evaluation proposals may be e-mailed to klim1@eda.doc.gov; National Technical Assistance proposals may be e-mailed to jmcnamee@eda.doc.gov; or
2. Research and Evaluation proposals may be hand-delivered to: W. Kent Lim, Economic Development Administration, Room 1874, U.S. Department of Commerce, 1401 Constitution Avenue, NW., Washington, DC 20230; National Technical Assistance proposals to Dr. John J. McNamee, Economic Development Administration, Room 1874, U.S. Department of Commerce, 1401 Constitution Avenue, NW., Washington, DC 20230; or
3. Research and Evaluation proposals may be mailed to: W. Kent Lim, Economic Development Administration, Room 7015, U.S. Department of Commerce, 1401 Constitution Avenue, NW, Washington, DC 20230; National Technical Assistance proposals may be mailed to Dr. John J. McNamee, Economic Development Administration, Room 7816, U.S. Department of Commerce, 1401 Constitution Avenue, NW, Washington, DC 20230.

Proponents are encouraged to submit proposals by e-mail. Proponents are advised that, due to mail security measures, receipt of U.S.P.S. mail may be delayed for up to two weeks. EDA will not accept proposals submitted by facsimile.

VIII. Other Information and Requirements

EDA regulations at 13 CFR Chapter III are available on the EDA Web site <http://www.eda.gov>. Certain Departmental and other requirements are noted below:

- A. Projects are expected to be completed in a timely manner consistent with the nature of the project. The completion date for each project is specified in the RFP.
- B. Awards include a requirement that the successful applicant(s) conduct briefings and/or training workshops for individuals and organizations interested in the project results. The completion dates set forth above are only for completion of the project and submission of the written report. Briefings/workshops will take place no later than one year after submission of the final report. Locations and dates of the briefings/workshops are at EDA's sole discretion. Usually these consist of at least one briefing in Washington, DC, with the other briefings/workshops held in conjunction with one or more of EDA's regional conferences.
- C. Ordinarily, the applicant is expected to provide a 50 percent non-Federal share of project costs. While cash contributions are preferred, in-kind contributions, fairly evaluated by EDA, may include contributions of space, equipment, and services, may provide the non-Federal share of the project cost. In-kind contributions must be eligible project costs and meet applicable Federal cost principles and uniform administrative requirements. EDA may reduce or waive the required 50 percent matching share of the total project costs, provided the applicant demonstrates the project is not feasible without a reduction or waiver and the project merits a reduction or waiver.
- D. Notwithstanding any other provision of law, no person is required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act (PRA) unless that collection of information displays a currently valid Office of Management and Budget (OMB) control number. This notice involves a collection of information requirement subject to the provisions of the PRA and has been approved by OMB under Control Number 0610-0094. The EDA application (ED-900A), which incorporates the SF-424, are the forms in the EDA application kit, approved under the aforementioned OMB control number.
- E. If an application is selected for funding, EDA has no obligation to provide any additional future funding in connection with an award. Renewal of an award to increase funding or extend the period of performance is at the sole discretion of EDA.
- F. EDA is committed to a policy of non-discrimination in the administration of all its programs.
- G. EDA will notify unsuccessful proposers in writing and unsuccessful proposals will be maintained for not more than three years from the date of receipt.
- H. The rulemaking requirements of 5 U.S.C. 553 are not applicable to this notice relating to public property, loans, grants, benefits or contracts (5 U.S.C. 553(a)(2)). Because notice and comment are not required under 5 U.S.C. 553, or any other law for this rule, the analytical requirements of the Regulatory Flexibility Act (5 U.S.C. 601) are not applicable. Thus, a Regulatory Flexibility Analysis is not required and has not been prepared for this rule.
- I. It has been determined that this notice does not contain policies with Federalism implications as that term is defined in Executive Order 13132.