

[Docket No. FR-4046-N-02]

**Notice of Proposed Information Collection for Public Comments**

**AGENCY:** Office of the Assistant Secretary for Public and Indian Housing, HUD.

**ACTION:** Notice.

**SUMMARY:** The proposed information collection requirement described below will be submitted to the Office of Management and Budget (OMB) for review, as required by the Paperwork Reduction Act. The Department is soliciting public comments on the subject proposal.

**DATES:** Comments due: April 4, 1997.

**ADDRESSES:** Interested person are invited to submit comments regarding this proposal. Comments should refer to the proposal by name and/or OMB Control Number and should be sent to: Mildred M. Hamman, Reports Liaison Officer, Public and Indian Housing, Department of Housing and Urban Development, 451 7th Street, SW., Room 4238, Washington, DC 20410-5000.

**FOR FURTHER INFORMATION CONTACT:** Mildred M. Hamman, (202) 708-3642 extension 4128, for copies of the proposed forms and other available documents. (This is not a toll-free number).

**SUPPLEMENTARY INFORMATION:** The Department will submit the proposed information collection to OMB for review, as required by the Paperwork

Reduction Act of 1995 (44 U.S.C. Chapter 35, as amended).

This Notice is soliciting comments from members of the public and affected agencies concerning the proposed collection of information to: (1) Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (2) evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information; (3) enhance the quality, utility, and clarity of the information to be collected; and (4) minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated collection techniques or other forms of information technology; e.g., permitting electronic submission of responses.

This Notice also lists the following information:

*Title of Proposal:* Public Housing Drug Elimination Program—Technical Assistance—Application Requirements and Reporting.

*OMB Control Number:* 2577-0133.

*Description of the need for the information and proposed use:* HUD will require eligible applicants (Housing Agencies, Resident Management Corporations (RMCs), Resident Councils (RCs)) must contact three Technical Assistance consultants and submit a written justification to HUD listing consultants in order of preference. To participate, consultants will submit a consultant application, complete the

Consultant Resource Inventory Questionnaire and resume. The selected consultants and applicants will develop a statement of work which includes a timeline, estimated budget, discussion of the Technical Assistance needed, description of the current crime and drug elimination strategy, and how the requested Technical Assistance will assist the strategy. Other required information will be an application letter, certification statement, and completed and signed Form HUD-2880. The information provided to HUD will be reviewed and evaluate to ensure compliance with Technical Assistance program requirements and to determine eligibility for program participation.

*Members of affected public:* State or Local Government, Individuals, business or other for profit.

*Estimation of the total number of hours needed to prepare the information collection including number of respondents, frequency of response, and hours of response:* 1,900 respondents, one-time response, 17 hour average per response, 32,000 total reporting burden hours.

*Status of the proposed information collection:* Reinstatement.

Authority: Section 3506 of the Paperwork Reduction Act of 1995, 44 U.S.C. Chapter 35, as amended.

Dated: January 28, 1997.

Kevin Emanuel Marchman,  
Acting Assistant Secretary for Public and Indian Housing.

**BILLING CODE 4210-33-M**

**Drug Elimination Technical Assistance Program  
Consultant Application**

**U.S. Department of Housing and Urban Development** OMB Approval No. 2577-0133 (exp. 8/31/96)  
Office of Public and Indian Housing

**Public Housing Drug Elimination Technical Assistance (TA) Program**

**Public reporting burden** for this collection of information is estimated to average 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0133), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

**Do not send this form to the above address.**

Completion of this form is voluntary, but if you wish to provide technical assistance, it will ensure that your primary areas of interest/expertise are recorded. Data collected is publicly available. The collection of this information is authorized by Sections 23(c) and (g) of the U.S. Housing Act of 1937 as amended by Section 554 of the Cranston-Gonzales National Affordable Housing Act, P.L. 101-625.

**Privacy Act Statement:** The U.S. Housing Act of 1937, as amended, authorizes the Department of Housing & Urban Development (HUD) to collect all the information on this form. The Housing & Community Development Act of 1987, 42 U.S.C 3543 authorizes HUD to collect Social Security Numbers (SSN). The information will be used to help manage the number and quality of consultants participating in the program. Specifically, the information will allow HUD to categorize consultants by field of expertise, geographic location, check references, and determine daily fees. The SSN is used as a unique identifier. HUD may disclose this information to Federal, State and local agencies when relevant to civil, criminal, or regulatory investigations and prosecutions. It will not be otherwise disclosed or released outside of HUD, except as required and permitted by law. Failure to provide the information could result in HUD's denial of proposed management or fees or cancellation of management contracts for noncompliance with HUD procedures. Providing the SSN is mandatory, and failure to provide it could affect your participation in HUD programs.

Please answer all the following questions. Part 1 asks for your name and other personal information and your business mailing address. Part 2 requests you identify from a list your specific capabilities and skills. Part 3 requests information about your references and background.

**Part 1: Personal Information**

Your Last Name	Your First Name	Your Social Security Number	Your Home Phone (Include Area Code)
Your Mailing Address (Department)			
Office			
Street Address			Business Phone (Include Area Code)
City, State & Zip Code			Business Fax (Include Area Code)

**Part 2: Skills Inventory**

Please identify the types of projects you feel you would be most effective in providing technical assistance. Refer to the categories on the back of this form. These categories are refined further into specific Skill Areas. Please review the categories listed, and then list the specific Skill Areas (eg.A101, B203) which best fits your capabilities and interests in the spaces provided below:

Skill 1	Skill 2	Skill 3	Skill 4	Skill 5	Skill 6	Skill 7	Skill 8
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**Part 3: Work References** (Please list at least three references)

Name and Address of Reference	City, State, and Zip Code	Phone Number (Include Area Code)
1.		
2.		
3.		

**Part 4: Background**

Do you have experience working with persons who: speak only Spanish? Yes  No  are Native Americans? Yes  No   
speak only Asian language(s)? Yes  No

Do you have a criminal record? Yes  No  Having a criminal record may not prevent you from participating in the program. If you checked "Yes," please explain: (attach additional information if necessary)

Have you completed all parts of this form? Yes  No   
Have you attached your resume? Yes  No   
Have you attached your rate justification? Yes  No

**Incomplete applications will be returned**

Previous editions are obsolete

form HUD-52354 (1/97)

**DRAFT**

**TA Resource Skill Areas:****A Agency Organization and Management**

- A101 Crisis Intervention/Mediation
- A102 Lease Agreements/Eviction Procedures/Screening Procedures
- A103 One Strike and You're Out
- A104 Management Systems and Techniques

**B Facility Operations**

- B201 Defensible Space/Crime Prevention Through Environmental Design
- B202 Computer Operations/Database Programming
- B203 Graffiti Removal/Prevention

**C Program Development**

- C301 Designing Programs/Strategies
- C302 Needs Assessment/Surveys
- C303 Long-Term Planning
- C304 Training Program Design
- C305 Working with State and Local Officials
- C306 Developing Partnerships with Local Agencies/Service Providers
- C307 Grant Writing Training and Funding Research/Development

**D Prevention and Intervention Programs**

- D401 Drug Information Training
- D402 Life Skills Training
- D403 Peer Support Groups
- D404 Development of Prevention Programs
- D405 Development of Intervention Programs

**E Enforcement Strategies**

- E501 Community Policing
- E502 Neighborhood Watch
- E503 Resident Patrols
- E504 "Clean Sweep" Operations
- E505 Developing Partnerships with Law Enforcement
- E506 Gang Activities

**F Alternative Programs**

- F601 Economic Development
- F602 Boys and Girls Clubs
- F603 Job Skills Development/Career Planning
- F604 Recreation/Youth Sports Programs
- F605 Developing Child Care Programs

**G Community Organizing**

- G701 Community Organizing
- G702 Resident Involvement
- G703 Leadership Training for Resident Organizations

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