

TABLE 1.—ESTIMATED ANNUAL REPORTING BURDEN<sup>1</sup>—Continued

Form	21 CFR Section	No. of Respondents	Annual Frequency per Response	Total Annual Responses	Time per Response	Total Hours
Notifications of deletion of facility in which medication is administered	291.505(b)(2)(i)	45	1	45	15 min	11.25
Requests to change testing laboratory	291.505(d)(2)(i)	25	1	25	40 min	16.66
Reports of addition, modification, or deletion of any program services	291.505(d)(4)(i)(D)	32	1	32	15 min	8
Requests to allow patients to take home daily doses greater than 100 milligrams	291.505(d)(6)(v)(D)	600	1	600	15 min	150
Requests for exemptions from specific program standards	291.505(d)(11)	800	3	2,100	30 min	1,050
Requests for approval of a hospital as a temporary treatment program	291.505(f)(2)(i)	3	1	3	15 min	.75
Requests for alternative methods of distribution	291.505(j)(1)	5	1	5	30 min	2.5
<b>TOTALS</b>		<b>2,035</b>		<b>3,335</b>		<b>1,487.9</b>

<sup>1</sup> There are no capital costs or operating and maintenance costs associated with this collection of information.

Dated: March 18, 1998.

**William K. Hubbard,**

*Associate Commissioner for Policy Coordination.*

[FR Doc. 98-7665 Filed 3-24-98; 8:45 am]

BILLING CODE 4160-01-F

## DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4349-N-09]

### Notice of Submission of Proposed Information Collection to OMB

**AGENCY:** Office of Administration, HUD.

**ACTION:** Notice.

**SUMMARY:** The proposed information collection requirement described below has been submitted to the Office of Management and Budget (OMB) for emergency review and approval by March 27, 1998, as required by the Paperwork Reduction Act. The Department is soliciting public comments on the subject proposal.

**DATES:** The due date for comments is: March 27, 1998.

**ADDRESSES:** Interested persons are invited to submit comments regarding this proposal. Comments should refer to the proposal by name and should be sent to: Joseph F. Lackey, Jr., HUD Desk Officer, Office of Management and Budget, New Executive Office Building, Washington, DC 20503.

**FOR FURTHER INFORMATION CONTACT:** Wayne Eddins, Reports Management Officer, Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, DC 20410, telephone

(202) 708-0050. This is not a toll-free number. Copies of available documents submitted to OMB may be obtained from Mr. Eddins.

**SUPPLEMENTARY INFORMATION:** This Notice informs the public that the Department of Housing and Urban Development (HUD) has submitted to OMB, for emergency processing, an information collection package with respect to a proposed "Request for Proposals—Contract Administrators for Project-Based Section 8 Housing Assistance Payments Contracts." This emergency processing is essential to provide for the immediate, ongoing, responsible administration of over 20,000 Section 8 contracts. These contracts represent a substantial investment to support the physical and financial well-being of affordable housing on a nation-wide basis. It is necessary for the Department to obtain the contract administration capability sought in the Request as soon as possible to ensure that the recent restructuring of the Department does not adversely affect this national investment, but instead, through Departmental oversight of successful bidders rather than direct, hands-on administration, results in improvements in the quality and affordability of the nation's housing stock.

The Department has submitted the proposal for the collection of information, as described below, to OMB for review, as required by the Paperwork Reduction Act (44 USC Chapter 35):

(1) Title of the information collection proposal:

"Request for Proposals—Contract Administrators for Project-Based Section 8 Housing Assistance Payments Contracts" (Request)

(2) Summary of the collection of information:

Each party seeking to become a contract administrator under the Request would be required to submit current information, as listed below:

1. Name.
2. Address.
3. Geographic service area in which the applicant proposes to serve as contract administrator.
4. Documented evidence that, within the last two years immediately prior to the date of the proposal, the proposer has performed duties substantially similar to those provided for in the Request.
5. Description of the applicant's experience in conducting mortgage foreclosures or in related activities which would qualify the applicant to serve as a foreclosure commissioner.
6. Description of how the proposer has provided similar services in the past, and a detailed description of experience with oversight of multifamily residential portfolios.
7. The proposal must describe methods used to manage and control prior contracts or portfolios.
8. The proposal must provide the names, addresses and telephone numbers of all references.
9. The proposal must demonstrate a thorough understanding of HUD's requirements and ability and capacity to perform all of the duties and tasks required.

10. The proposal also must describe the proposer's experience with automated systems to support the services required (including accessibility, documentation, security, and flexibility).

11. The proposal must include sufficient information on the relevant experience, special training and education of proposed personnel related to the tasks to be performed.

12. The proposal must describe the method to be used to manage and control the tasks to be performed under the contract.

13. The proposal must include a quality assurance plan.

14. The proposal must provide a plan for the transfer of responsibility for contract administration from HUD to the Contract Administrator.

15. All proposers must include in their response the fixed, ongoing administrative fee per unit per month they propose for the first year of the ACC.

16. Selected Contract Administrators shall provide to HUD, by the 15th of each month, a report which includes the following information:

#### *Physical Inspections\**

Number of inspections completed during month.

Cumulative percentage of assisted units.

Number with unacceptable ratings.  
Number requiring remedial actions and type of action.

#### *Occupancy and Management\**

Number of on-site management reviews completed during month.

Cumulative percentage of reviews completed.

Number of tenant files reviewed.  
Cumulative percentage of reviews completed.

#### *Contract Rents\**

Number of rent increases approved.  
Number of budget-based rent increases approved.

Number of special rent adjustments reviewed.

#### *Data Systems*

Any problems.

#### *Payment to Project Owners*

Number of payments made after first of the month with number of days late and reason.

#### *Annual Financial Statements*

Number and status of problem cases noted by the Assessment Center.

Number of owners contacted for corrective actions.

Number of corrective actions outstanding (over 30 days late).

Status/progress of corrective actions.

#### *Community/Resident Relations*

Description of repeated complaints at any project and steps taken to resolve.

Steps taken to promote resident initiatives.

#### *Loss Mitigation and General Project Servicing*

Synopsis of support provided to HUD Centers.

Number of requests reviewed for releases from reserve for replacement account and residual receipts.

#### *Other*

Hot topics—Projects that required special attention due to such matters as abatement actions, excessive tenant complaints, inquiries from governmental officials or general public.

Any significant administrative actions that could affect the contract.

Major accomplishments, success stories, etc.

Noteworthy meetings.

Pending issues.

#### *Year-End Reporting*

Number of annual operating budgets, requisitions, and year-end statements submitted.

Percentage of required number.

\* Where appropriate, the Contract Administrator shall give the project name and project number and submit copies of all reviews and inspections.

(3) Description of the need for the information and its proposed use:

The requested information is needed for HUD's selection of contract administrators to provide contract administration services for project-based Section 8 Housing Assistance Payments (HAP) contracts currently being administered directly by HUD staff. The Department is not providing any assurances of confidentiality.

(4) Description of the likely respondents, including the estimated number of likely respondents, and proposed frequency of response to the collection of information:

HUD will enter into an ACC only with a legal entity that meets one of the following qualifications:

1. A general or special purpose governmental entity, which includes a State, municipality, or public benefit corporation (including a housing authority).

2. A multi-state, regional or interstate entity which has governmental functions.

3. An existing or to be created for-profit or not-for-profit private entity

acting as an instrumentality of a governmental entity, or multiple governmental entities, or any of them, acting in concert or partnership with a private entity ("private instrumentality"). Respondents will be entities with experience in real estate foreclosure procedures.

The estimated number of respondents is approximately 250. The estimated frequency of responses is estimated to be no more than three times during a three year period.

(5) Estimate of the total reporting and recordkeeping burden that will result from the collection of information:

#### *Reporting Burden:*

*Number of Request respondents:* 250.

*Total burden hours* (@ 20 hours per response): 5,000.

*Number of Monthly Reporters:* 10.

*Number of Monthly Reports* (Annual): 12.

*Total burden hours* (@ 5 hours per response): 600.

*Total Estimated Annual Burden Hours:* 5,600.

**Authority:** Section 3507 of the Paperwork Reduction Act of 1995, 44 U.S.C. Chapter 35, as amended.

Dated: March 20, 1998.

#### **David S. Cristy**

*Director, IRM Policy and Management Division.*

[FR Doc. 98-7914 Filed 3-23-98; 11:29 am]

BILLING CODE 4210-01-P

## DEPARTMENT OF THE INTERIOR

### Fish and Wildlife Service

#### Notice of Receipt of Application for Renewal for Endangered Species Permit

**AGENCY:** Fish and Wildlife Service, Interior.

**ACTION:** Notice of receipt.

The following applicant has applied for a permit to conduct certain activities with endangered species. This notice is provided pursuant to section 10(c) of the Endangered Species Act of 1973, as amended (16 U.S.C. 1531 *et seq.*):

*Applicant:* Assistant Regional Director, Ecological Services, U.S. Fish and Wildlife Service, Hadley, Massachusetts; PRT-697823.

This applicant requests renewal of their current permit for take activities for all listed species in the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia and the District of Columbia for the purpose of scientific