

on a Center maintained Web site. In addition, the Centers will be expected to organize conferences, workshops, lectures, seminars, or other ways of sharing current research activities, and findings. The Consortium will hold an annual conference on issues related to retirement income policy, with organizational responsibility rotating between the Centers. The centers will work with SSA to produce a conference agenda. The conference will be held in Washington, DC. The hosting Center will also have the responsibility for publishing a book of papers delivered at the annual conference.

Applicants are encouraged to propose use of creative methods of disseminating data and information. Applications should show sensitivity to alternative dissemination strategies that may be appropriate for different audiences—such as policymakers, practitioners, the public, advocates, and academics. The research and dissemination will be nonpartisan and of value to all levels of policymaking. SSA reserves the right to review all publications created using Consortium funding.

3. Training and education. The RRC is expected to both train new scholars and educate academics and practitioners on new techniques and research findings on issues of retirement policy. Each Center is expected to develop and expand a diverse corps of scholars/researchers who focus their analytical skills on research and policy issues central to the Consortium's mission.

The Centers are expected to financially support the training and research of young scholars. Funding should be allocated to support graduate students through dissertation fellowships; postdoctoral researchers should receive support through mentored postdoctoral fellowships or a small research grant for junior scholars. Though SSA expects graduate students to work with RRC researchers on funded projects as research assistants, those awards will be included in the research budget, not in the training budget. The Centers will conduct educational seminars for government analysts and policymakers on the Consortium's research findings and methodological advancements.

To assure the quality of its research, dissemination, and training, each Center should establish and maintain a formal tie with a university, including links with appropriate departments within that university. Each Center must have a major presence at a single site; however, alternative arrangements among entities and with individual

scholars are encouraged and may be proposed.

4. Reporting. Every three months during the award period, the grantee will produce a quarterly report of progress. The grantee's quarterly progress reports should provide a concise summary of the progress being made toward completion of activities in the annual workplan. Particular attention should be given to achieving any milestones set forth in the workplan, delays in achieving milestones and the impact of delays on the final product. Details regarding the format of quarterly progress reports will be provided in the RRC Terms and Conditions at the time of award.

B. Cooperative Agreement Responsibilities

1. Center Responsibilities: The Centers have the primary and lead responsibility to define objectives and approaches; to plan research, conduct studies, and analyze data; and publish results, interpretations, and conclusions of their work.

Occasionally, SSA will request Quick Turnaround projects from the RRC. Quick Turnaround projects include commenting on SSA research plans, providing critical commentary on research products, composing policy briefs, performing statistical policy analyses, and other activities designed to inform SSA's research, evaluation, and policy analysis function. Funding for these as well as other related activities should be included in the budget narrative at a level of \$20,000 (Part III, Section A–8). The agency can raise the ceiling above \$20,000 for quick turnaround projects if both need and funds exist.

2. SSA Responsibilities: SSA will be involved with the Consortium in jointly establishing research priorities, planning strategies, and deliverable dates to accomplish the objectives of this announcement. SSA, or its representatives, will provide the following types of support to the Consortium:

a. Consultation and technical assistance in planning, operating and evaluating the Consortium's program activities.

b. Information about SSA programs, policies, and research priorities.

c. Assistance in identifying SSA information and technical assistance resources pertinent to the Centers' success.

d. Review of Consortium activities and collegial feedback to ensure that objectives and award conditions are being met.

e. SSA may suspend or terminate any cooperative agreement in whole or in part at any time before the date of expiration, if the awardee materially fails to comply with the terms and conditions of the cooperative agreement, if technical performance requirements are not met, or if the project is no longer relevant to the Agency. SSA will promptly notify the awardee in writing of the determination and the reasons for suspension or termination together with the effective date.

f. SSA reserves the right to suspend funding for individual projects in process or in previously approved research areas or tasks after awards have been granted.

3. Joint Responsibilities: Jointly with SSA, each Center will select approximately six nationally recognized scholars and practitioners who are unaffiliated with either Center to provide assistance in formulating the Center's research agenda and advice on implementation. Each Center shall select three scholars/practitioners, and SSA will select three scholars/practitioners. Efforts will be made in selecting the scholars/practitioners to assure a broad range of academic disciplines and political viewpoints. Funded under this agreement, the scholars/practitioners must meet once a year at the RRC Annual Conference in Washington, DC. On occasion, both Centers' scholars/practitioners will meet jointly to evaluate Consortium objectives and progress. Further, the Centers may contact the scholars/practitioners throughout the year for suggestions regarding Center activities. The SSA Project Officer will participate in all meetings.

C. Special Requirements

Each Center Director must have a demonstrated capability to organize, administer, and direct the Center. The Director will be responsible for the organization and operation of the Center and for communication with SSA on scientific and operational matters. The Director must also have a minimum time commitment of 25 percent to the Consortium Cooperative Agreement. Racial/ethnic minority individuals, women, and persons with disabilities are encouraged to apply as Directors. A list of previous grants and cooperative agreements held by the Director shall be submitted including the names and contact information of each grant's and cooperative agreement's administrator. In addition to the Director, skilled personnel and institutional resources capable of providing a strong research and evaluation base in the priority areas specified must be available. The