

**Letter of Intent:** A letter indicating a potential applicant's intent to submit an application is optional, but encouraged, for each application. The letter of intent should be submitted by e-mail by the date listed in the chart included in this notice to the following address: *IES-LOI@asciences.com*. Receipt of the letter of intent will be acknowledged by e-mail.

The letter of intent should not exceed one page in length and should include: (1) A descriptive title and brief description of the research project; (2) the name, institutional affiliation, address, telephone number and e-mail address of the principal investigator(s); and (3) the name and institutional affiliation of any key collaborators.

The letter of intent should also: (1) Indicate the duration of the proposed project; (2) provide an estimated budget request by year and a total budget request; and (3) indicate in the e-mail subject line the RFA number and title of the relevant program of research as indicated at the following Web site: <http://www.ed.gov/offices/IES/funding.html>.

The letter of intent is optional and is not binding on applicants. Moreover, it does not enter into or affect the subsequent review of applications. The information in the optional letter of intent will help Institute staff estimate the potential workload involved in planning the review of applications.

#### **Application Procedures**

The Government Paperwork Elimination Act (GPEA) of 1998, (Pub.

L. 105-277) and the Federal Financial Assistance Management Improvement Act of 1999, (Pub. L. 106-107) encourage us to undertake initiatives to improve our grant processes. Enhancing the ability of individuals and entities to conduct business with us electronically is a major part of our response to these Acts. Therefore, we are taking steps to adopt the Internet as our chief means of conducting transactions in order to improve services to our customers and to simplify and expedite our business processes.

We are requiring that applications to the FY 2003 competitions be submitted electronically to the following Web site: <http://ies.asciences.com>. Information on the software to be used in submitting applications is available at the same Web site.

**FOR FURTHER INFORMATION CONTACT:** The contact person associated with a particular program of research is listed in the chart included in this notice.

If you use a telecommunications device for the deaf (TDD), you may call the Federal Information Relay Service (FIRS) at 1-800-877-8339.

Individuals with disabilities may obtain this document in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) on request to the program contact person listed in the chart included in this notice.

Individuals with disabilities may obtain a copy of the application package in an alternative format by contacting the program contact person. However,

the Department is not able to reproduce in an alternative format the standard forms included in the application package.

#### **Electronic Access to This Document**

You may view this document, as well as all other Department of Education documents published in the **Federal Register**, in text or Adobe Portable Document Format (PDF) on the Internet at the following site: <http://www.ed.gov/legislation/FedRegister>.

To use PDF you must have Adobe Acrobat Reader, which is available free at this site. If you have questions about using PDF, call the U.S. Government Printing Office (GPO), toll free, at 1-888-293-6498; or in the Washington, DC area at (202) 512-1530.

**Note:** The official version of this document is the document published in the **Federal Register**. Free Internet access to the official edition of the **Federal Register** and the Code of Federal Regulations is available on GPO Access at: <http://www.access.gpo.gov/nara/index.html>.

**Program Authority:** 20 U.S.C. 9501 *et seq.* (the "Education Sciences Reform Act of 2002", Title 1 of Public Law 107-279, November 5, 2002).

Dated: December 30, 2002.

**Grover J. Whitehurst,**

*Director, Institute of Education Sciences.*  
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