

LEGISLATIVE BRANCH APPROPRIATIONS FOR 2015

HEARINGS BEFORE THE COMMITTEE ON APPROPRIATIONS HOUSE OF REPRESENTATIVES ONE HUNDRED THIRTEENTH CONGRESS SECOND SESSION

SUBCOMMITTEE ON LEGISLATIVE BRANCH

TOM COLE, Oklahoma, *Chairman*

ANDY HARRIS, Maryland
MARTHA ROBY, Alabama
MARK E. AMODEI, Nevada
CHRIS STEWART, Utah

DEBBIE WASSERMAN SCHULTZ, Florida
JAMES P. MORAN, Virginia
SANFORD D. BISHOP, JR., Georgia

NOTE: Under Committee Rules, Mr. Rogers, as Chairman of the Full Committee, and Mrs. Lowey, as Ranking Minority Member of the Full Committee, are authorized to sit as Members of all Subcommittees.

ELIZABETH C. DAWSON, *Clerk*
JENNIFER PANONE, *Professional Staff*
CHUCK TURNER, *Professional Staff*

PART 1

JUSTIFICATION OF THE BUDGET ESTIMATES



Printed for the use of the Committee on Appropriations

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COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2014 AND
 THE BUDGET REQUEST FOR 2015
 (Amounts in Thousands of Dollars)

	FY 2014 Enacted	FY 2015 Request	Request vs. Enacted
<hr style="border-top: 1px dashed black;"/>			
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HOUSE OF REPRESENTATIVES			
Payment to Widows and Heirs of Deceased Members of Congress.....	174	---	-174 M
Salaries and Expenses			
House Leadership Offices			
Office of the Speaker.....	6,645	6,778	+133
Office of the Majority Floor Leader.....	2,180	2,224	+44
Office of the Minority Floor Leader.....	7,114	7,297	+143
Office of the Majority Whip.....	1,887	1,924	+37
Office of the Minority Whip.....	1,460	1,489	+29
Republican Conference.....	1,505	1,536	+31
Democratic Caucus.....	1,487	1,517	+30
<hr style="border-top: 1px dashed black;"/>			
Subtotal, House Leadership Offices.....	22,278	22,725	+447

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2014 AND
 THE BUDGET REQUEST FOR 2015
 (Amounts in Thousands of Dollars)

	FY 2014 Enacted	FY 2015 Request	Request vs. Enacted

Members' Representational Allowances Including Members' Clerk Hire, Official Expenses of Members, and Official Mail	554,318	565,404	+11,086

Committee Employees			
Standing Committees, Special and Select.....	123,903	126,335	+2,432
Committee on Appropriations (including studies and investigations).....	23,271	23,736	+465

Subtotal, Committee employees.....	147,174	150,071	+2,897

Salaries, Officers and Employees			
Office of the Clerk.....	24,009	24,639	+630
Office of the Sergeant at Arms.....	14,777	12,058	-2,719
Office of the Chief Administrative Officer.....	113,100	116,163	+3,063
Office of the Inspector General.....	4,742	4,742	---
Office of General Counsel.....	1,341	1,353	+12
Office of the Parliamentarian.....	1,952	1,971	+19
Office of the Law Revision Counsel of the House.....	3,088	4,114	+1,026
Office of the Legislative Counsel of the House.....	8,353	8,893	+540
Office of Interparliamentary Affairs.....	814	814	---
Other authorized employees.....	479	479	---

Subtotal, Salaries, officers and employees.....	172,655	175,226	+2,571

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2014 AND
 THE BUDGET REQUEST FOR 2015
 (Amounts in Thousands of Dollars)

	FY 2014 Enacted	FY 2015 Request	Request vs. Enacted
Allowances and Expenses			
Supplies, materials, administrative costs and Federal tort claims.....	3,503	4,153	+650
Official mail for committees, leadership offices, and administrative offices of the House.....	190	190	---
Government contributions.....	258,081	258,081	---
Business Continuity and Disaster Recovery.....	16,217	16,217	---
Transition activities.....	1,631	3,737	+2,106
Wounded Warrior program.....	2,500	2,500	---
Office of Congressional Ethic.....	1,467	1,485	+18
Miscellaneous items.....	720	720	---
Subtotal, Allowances and expenses.....	284,309	287,083	+2,774
Total, House of Representatives.....	1,180,908	1,200,509	+19,601
JOINT ITEMS			
Joint Economic Committee.....	4,203	4,270	+67
Joint Committee on Taxation.....	10,004	10,149	+145
Office of the Attending Physician			
Medical supplies, equipment, expenses, and allowances.....	3,400	3,371	-29
Office of Congressional Accessibility Services.....	1,387	1,405	+18
Total, Joint items.....	18,994	19,195	+201

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2014 AND
 THE BUDGET REQUEST FOR 2015
 (Amounts in Thousands of Dollars)

	FY 2014 Enacted	FY 2015 Request	Request vs. Enacted

CAPITOL POLICE			
Salaries.....	279,000	291,403	+12,403
General expenses.....	59,459	64,260	+4,801
	=====		
Total, Capitol Police.....	338,459	355,663	+17,204
OFFICE OF COMPLIANCE			
Salaries and expenses.....	3,868	4,020	+152
CONGRESSIONAL BUDGET OFFICE			
Salaries and expenses.....	45,700	46,078	+378

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2014 AND
THE BUDGET REQUEST FOR 2015
(Amounts in Thousands of Dollars)

	FY 2014 Enacted	FY 2015 Request	Request vs. Enacted

ARCHITECT OF THE CAPITOL			
General administration.....	90,277	96,433	+6,156
Capitol building.....	61,376	57,545	-3,831
Capitol grounds.....	13,860	14,366	+506
House of Representatives buildings:			
House office buildings.....	71,622	108,934	+37,312
House Historic buildings revitalization fund.....	70,000	70,000	---
Capitol Power Plant.....	125,678	103,990	-21,688
Offsetting collections.....	-9,000	-9,000	---
	-----	-----	-----
Subtotal, Capitol Power Plant.....	116,678	94,990	-21,688
Library buildings and grounds.....	53,391	62,756	+9,365
Capitol police buildings, grounds and security.....	19,348	25,605	+6,257
Botanic garden.....	11,856	15,686	+3,830
Capitol Visitor Center:			
CVC Operations.....	20,632	21,095	+463
	-----	-----	-----
Total, Architect of the Capitol.....	529,040	567,410	+38,370

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2014 AND
THE BUDGET REQUEST FOR 2015
(Amounts in Thousands of Dollars)

	FY 2014 Enacted	FY 2015 Request	Request vs. Enacted
LIBRARY OF CONGRESS			
Salaries and expenses.....	412,052	420,852	+8,800
Authority to spend receipts.....	-6,350	-6,350	---
Subtotal, Salaries and expenses.....	405,702	414,502	+8,800
Copyright Office, salaries and expenses.....	51,624	53,068	+1,444
Authority to spend receipts.....	-33,444	-33,582	-138
Subtotal, Copyright Office.....	18,180	19,486	+1,306
Congressional Research Service, Salaries and expenses.....	105,350	108,382	+3,032
Books for the blind and physically handicapped Salaries and expenses.....	49,750	50,696	+946
Total, Library of Congress.....	578,982	593,086	+14,084
GOVERNMENT PRINTING OFFICE			
Congressional printing and binding.....	79,736	85,400	+5,664
Office of Superintendent of Documents, Salaries and expenses.....	31,500	32,171	+671
Government Printing Office Revolving Fund.....	8,064	11,348	+3,284
Total, Government Printing Office.....	119,300	128,919	+9,619

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2014 AND
 THE BUDGET REQUEST FOR 2015
 (Amounts in Thousands of Dollars)

	FY 2014 Enacted	FY 2015 Request	Request vs. Enacted
GOVERNMENT ACCOUNTABILITY OFFICE			
Salaries and expenses.....	537,751	548,866	+11,115
Offsetting collections.....	-32,368	-23,750	+8,618
	=====	=====	=====
Total, Government Accountability Office.....	505,383	525,116	+19,733
OPEN WORLD LEADERSHIP CENTER			
Payment to the Open World Leadership Center Trust Fund.....	6,000	8,000	+2,000
JOHN C. STENNIS CENTER FOR PUBLIC SERVICE TRAINING AND DEVELOPMENT			
Stennis Center for Public Service.....	430	430	---
OTHER APPROPRIATIONS			
Member pay freeze (Public Law 113-46, Sec. 146) (CBO estimate).....	-1,000	---	+1,000
	=====	=====	=====
Grand total	3,326,064	3,448,406	+122,342
	=====	=====	=====

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2014 AND
 THE BUDGET REQUEST FOR 2015
 (Amounts in Thousands of Dollars)

	FY 2014 Enacted	FY 2015 Request	Request vs. Enacted

RECAPITULATION			
House of Representatives.....	1,180,908	1,200,509	+19,601
Joint Items.....	18,994	19,195	+201
Capitol Police.....	338,459	355,663	+17,204
Office of Compliance.....	3,868	4,020	+152
Congressional Budget Office.....	45,700	46,078	+378
Architect of the Capitol.....	529,040	567,410	+38,370
Library of Congress.....	578,982	593,066	+14,084
Government Printing Office.....	119,300	128,919	+9,619
Government Accountability Office.....	505,383	525,116	+19,733
Open World Leadership Center.....	6,000	8,000	+2,000
Stennis Center for Public Service.....	430	430	---
Other appropriations.....	-1,000	---	+1,000
Grand total.....	3,326,064	3,448,406	+122,342

FY 2015



Budget Justification

FY 2015 U.S. House of Representatives Budget Justification
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FISCAL YEAR 2015 BUDGET JUSTIFICATION SUMMARY

For salaries and expenses of the House of Representatives, \$1.201 billion (excluding Joint Items) which is \$19.8 million or 1.7% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

Mandatory (Personnel & Benefit) Changes: Increase of \$19.7 million

The FY'15 Personnel increase for U.S. House of Representatives Salaries and Expenses (excluding Joint Items) are attributed to variances in following categories:

- Personnel Compensation Base – \$0.194 million
- Base Adjustment – \$13.985 million
- Cost of Living Adjustments (COLAs) - \$3.832 million
 - COLAs were applied to positions that fall under the House Employees Schedule or at the discretion of the approving House Officers and other House Officials for the respective accounts. COLAs were not applied to positions under the Speaker's Pay Order.
- Longevity Increases – \$0.762 million
 - Longevity Increases were applied to positions that fall under the House Employees Schedule or at the discretion of the approving House Officers and other House Officials for the respective accounts. Longevities were not applied to positions under the Speaker's Pay Order.
- Meritorious Increases – \$0.093 million
- Overtime Pay – \$0.851 million

House Positions Summary

US House of Representatives Accounts (excluding Joint Items)	FY 2014		FY 2015
	Authorized Positions	Requested Positions	Variance
House Leadership Offices	245	245	0
Members' Representational Allowances	9,702	9,702	0
Standing Committees, Special & Select	1,412	1,412	0
Committee on Appropriations	220	220	0
Salaries, Officers and Employees	1,206	1,209	3
Allowances and Expenses	60	60	0
Total Positions	12,845	12,848	3

NOTE: During the FY'14 execution, 3 additional positions were authorized for the House's Office of Legislative Counsel.

Program Changes: Decrease of \$0.057 million

Program changes show non-personnel variances. The following table summarizes the total program variance across House accounts:

US House of Representatives Accounts (excluding Joint Items)	FY 2014 Enacted (\$000)	FY 2015 Estimate (\$000)	Variance (\$000)
House Leadership Offices	\$1,230	\$1,255	\$25
Members' Representational Allowances	\$152,143	\$148,738	(\$3,405)
Standing Committees, Special & Select	\$11,564	\$11,564	\$0
Committee on Appropriations	\$2,569	\$2,502	(\$67)
Salaries, Officers and Employees	\$65,493	\$66,242	\$749
Allowances and Expenses	\$22,899	\$25,655	\$2,756
Total Program Changes	\$255,898	\$255,955	\$57

House Three Year Comparative Summary Table

House Accounts	FY 2013 Actuals	FY 2014 Enacted	FY 2015 Estimate	\$ change	% change
				(FY '14 Enacted vs FY '15 Request)	(FY '14 Enacted vs FY '15 Request)
Speaker	\$4,304,479	\$6,645,417	\$6,778,327	\$132,910	2%
Majority Floor Leader	\$1,510,662	\$2,180,048	\$2,223,649	\$43,601	2%
Minority Floor Leader	\$5,060,383	\$7,114,471	\$7,256,760	\$142,289	2%
Majority Whip	\$1,268,708	\$1,886,632	\$1,924,363	\$37,731	2%
Minority Whip	\$1,051,094	\$1,459,639	\$1,488,831	\$29,192	2%
Republican Conference	\$1,101,958	\$1,505,426	\$1,535,533	\$30,107	2%
Democratic Caucus	\$1,070,857	\$1,487,258	\$1,517,003	\$29,745	2%
TOTAL LEADERSHIP	\$11,078,998	\$22,278,891	\$22,724,466	\$445,575	2%
TOTAL MEMBERS' REPRESENTATIONAL	\$120,912,052	\$121,131,732	\$124,035,236	\$2,432,063	2%
<i>Standing Committees, Special And Select</i>	<i>\$120,912,052</i>	<i>\$121,603,173</i>	<i>\$124,035,236</i>	<i>\$2,432,063</i>	<i>2%</i>
<i>Hearing Room Renovations</i>	<i>\$13,324</i>	<i>\$2,300,000</i>	<i>\$2,300,000</i>	<i>\$0</i>	<i>0%</i>
TOTAL STANDING COMMITTEES	\$120,912,052	\$121,603,173	\$124,035,236	\$2,432,063	2%
TOTAL APPROPRIATIONS COMMITTEE	\$120,912,052	\$121,603,173	\$124,035,236	\$2,432,063	2%
Clerk of the House	\$20,738,716	\$24,009,473	\$24,638,973	\$629,500	2.62%
Sergeant At Arms	\$10,790,411	\$14,776,729	\$12,057,729	(\$2,719,000)	(18.4%)
Chief Administrative Officer	\$93,406,730	\$113,100,000	\$116,163,350	\$3,063,350	2.71%
Inspector General	\$3,475,290	\$4,741,809	\$4,741,809	\$0	0%
General Counsel	\$1,979,313	\$1,340,987	\$1,352,987	\$12,000	0.89%
Chaplain	\$172,500	\$0	\$0	\$0	0%
Parliamentarian	\$1,631,545	\$1,952,249	\$1,971,249	\$19,000	0.97%
Law Revision Counsel	\$2,253,050	\$3,087,587	\$4,113,587	\$1,026,000	33.23%
Legislative Counsel	\$7,550,073	\$8,352,975	\$8,892,975	\$540,000	6.46%
Office of Interparliamentary Affairs	\$282,263	\$814,069	\$814,069	\$0	0%
Other Authorized Employees	\$479,689	\$478,986	\$478,986	\$0	0%
Office of the Historian	\$164,291	\$0	\$0	\$0	0%
TOTAL SALARIES, OFFICERS & EMPLOYEES	\$142,923,871	\$172,654,864	\$175,225,714	\$2,570,850	1.49%
Supplies and Materials	\$2,730,027	\$3,502,789	\$4,152,789	\$650,000	18.56%
Official Mail (Non Members)	\$94,038	\$190,486	\$190,486	\$0	0%
Energy Demonstrations Project	\$0	\$0	\$0	\$0	0%
Government Contributions	\$249,942,384	\$258,081,289	\$258,081,289	\$0	0%
Transition Activities	\$1,732,995	\$1,631,487	\$3,737,000	\$2,105,513	129.05%
Wounded Warrior Program	\$1,689,620	\$2,500,000	\$2,500,000	\$0	0%
Office of Congressional Ethics	\$1,243,812	\$1,467,030	\$1,485,030	\$18,000	1.23%
Business Continuity / Disaster Recovery	\$8,374,917	\$16,217,008	\$16,217,008	\$0	0%
Miscellaneous Items	\$916,771	\$720,247	\$720,247	\$0	0%
TOTAL ALLOWANCES & EXPENSES	\$284,312,912	\$284,312,912	\$284,312,912	\$0	0%
GRAND TOTAL - U.S. HOUSE OF REPRESENTATIVES	\$1,087,666,965	\$1,180,736,000	\$1,200,569,775	\$19,773,775	1.67%
JOINT ITEMS	\$11,323,306	\$13,404,000	\$13,404,000	\$0	0%
Joint Committee on Taxation	\$9,034,533	\$10,000,000	\$10,149,000	\$145,000	1.45%
Attending Physician	\$2,288,773	\$3,404,000	\$3,255,000	(\$29,000)	(0.85%)
TOTAL JOINT ITEMS	\$11,323,306	\$13,404,000	\$13,404,000	\$0	0%
TOTAL - U.S. HOUSE OF REPS & JOINT ITEMS	\$1,098,990,271	\$1,194,140,000	\$1,214,029,775	\$19,889,775	1.67%

SCHEDULE A – HOUSE SUMMARY
Pg 1 of 2

HOUSE OF REPRESENTATIVES
HOUSE SUMMARY

	FY 2013 Actuals Dollars (\$000)	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)
Payment to Widows and Heirs of Deceased Members of Congress	174	174		(174)
House Leadership Offices	15,368	22,279	22,724	446
Members' Representational Allowances	524,813	554,318	565,404	11,086
Standing Committees, Special and Select Committee on Appropriations	120,925	123,903	126,335	2,432
Salaries, Officers and Employees	16,962	23,271	23,736	465
Allowances and Expenses	142,924	172,655	175,226	2,571
	266,674	284,310	287,084	2,774
Total House of Representatives	1,087,841	1,180,910	1,200,510	19,600
1100 Personnel Compensation	655,452	666,757	686,473	19,717
1200 Personnel Benefits	245,810	258,310	258,136	(174)
1300 Benefits to Former Personnel	4,584	475	475	-
2100 Travel	21,991	24,294	25,661	1,367
2200 Transportation of Things	65	64	67	3
2300 Rent, Communications, Utilities	60,581	82,535	79,464	(3,071)
2400 Printing and Reproduction	7,909	19,742	15,098	(4,644)
2500 Other Services	45,639	55,956	61,593	5,637
2600 Supplies and Materials	21,346	22,421	25,919	3,499
3100 Equipment	24,459	50,348	47,614	(2,734)
4200 Insurance Claims/Indemnities	5	8	8	-
Total House of Representatives	1,087,841	1,180,910	1,200,510	19,600

SCHEDULE A – HOUSE SUMMARY
Pg. 2 of 2

HOUSE OF REPRESENTATIVES
HOUSE SUMMARY (POSITIONS)

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change
Payment to Widows and Heirs of Deceased				
Members of Congress				
House Leadership Offices	220	245	245	
Members' Representational Allowances	6,871	9,702	9,702	
Standing Committees, Special & Select	1,065	1,412	1,412	
Committee on Appropriations	155	220	220	
Salaries, Officers and Employees	1,072	1,206	1,209	3
Allowances and Expenses	41	60	60	-
Total House of Representatives	9,424	12,845	12,848	3

SCHEDULE A – JOINT ITEMS SUMMARY

Pg. 1 of 2

HOUSE OF REPRESENTATIVES
JOINT ITEMS SUMMARY

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)
Joint Committee on Taxation	9,035	10,004	10,149	145
Office of the Attending Physician	2,289	3,400	3,371	(29)
Total Joint Items	11,323	13,404	13,520	116
1100 Personnel Compensation	8,261	9,000	9,145	145
1200 Personnel Benefits	157	162	162	
1300 Benefits to Former Personnel				
2100 Travel	23	67	67	
2200 Transportation of Things	-	-	-	
2300 Rent, Communications, Utilities	141	205	205	
2400 Printing and Reproduction	6	9	9	
2500 Other Services	1,715	2,883	2,744	(139)
2600 Supplies and Materials	669	667	767	100
3100 Equipment	351	411	421	10
4200 Insurance Claims/Indemnities	-	-	-	-
Total Joint Items	11,323	13,404	13,520	116

SCHEDULE A – JOINT ITEMS SUMMARY
Pg. 2 of 2

HOUSE OF REPRESENTATIVES
JOIN ITEMS SUMMARY (POSITIONS)

	FY 2013 Actuals	FY 2014 Enacted	FY 2015 Estimate	FY 2015 vs. FY 2014 Net Change
Joint Committee on Taxation	64	77	77	
Office of the Attending Physician	[18]	[18]	[18]	
Total Joint Items	64	77	77	

SCHEDULE A – HOUSE AND JOINT ITEMS SUMMARY

Pg. 1 of 3

HOUSE OF REPRESENTATIVES
HOUSE AND JOINT ITEMS SUMMARY

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)
Payments to Widows and Heirs of Deceased Members of Congress	174	174		(174)
House Leadership Offices	15,368	22,279	22,724	446
Members' Representational Allowances	524,813	554,318	565,404	11,086
Standing Committees, Special & Select Committee on Appropriations	120,925	123,903	126,335	2,432
Salaries, Officers and Employees	16,962	23,271	23,736	465
Allowances and Expenses	142,924	172,655	175,226	2,571
	266,674	284,310	287,084	2,774
Total House of Representatives	1,087,841	1,180,910	1,200,510	19,600
Joint Items-House				
Joint Committee on Taxation	9,035	10,004	10,149	145
Office of the Attending Physician	2,289	3,400	3,371	(29)
Total Joint items	11,323	13,404	13,520	116
Total House and Joint	1,099,164	1,194,314	1,214,030	19,716

SCHEDULE A – HOUSE AND JOINT ITEMS SUMMARY

Pg. 2 of 3

HOUSE OF REPRESENTATIVES
HOUSE AND JOINT SUMMARY

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)
1100 Personnel Compensation	663,713	675,757	695,618	19,862
1200 Personnel Benefits	245,967	258,472	258,298	(174)
1300 Benefits to Former Personnel	4,584	475	475	
2100 Travel	22,015	24,361	25,728	1,367
2200 Transportation of Things	65	64	67	3
2300 Rent, Communications, Utilities	60,722	82,740	79,669	(3,071)
2400 Printing and Reproduction	7,915	19,751	15,107	(4,644)
2500 Other Services	47,353	58,839	64,337	5,498
2600 Supplies and Materials	22,016	23,088	26,686	3,599
3100 Equipment	24,810	50,759	48,035	(2,724)
4200 Insurance Claims/Indemnities	5	8	8	-
Total House and Joint	1,099,164	1,194,314	1,214,030	19,716

SCHEDULE A – HOUSE AND JOINT ITEMS SUMMARY

Pg. 3 of 3

HOUSE OF REPRESENTATIVES
HOUSE AND JOINT ITEMS SUMMARY (POSITIONS)

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change
Payments to Widows and Heirs of Deceased Members of Congress				
House Leadership Offices	220	245	245	
Members' Representational Allowances	6,871	9,702	9,702	
Standing Committees, Special And Select- Committee on Appropriations	1,065	1,412	1,412	
Salaries, Officers and Employees	155	220	220	-
Allowances and Expenses	1,072	1,206	1,209	3
	41	60	60	-
Total House of Representatives	9,424	12,845	12,848	3
Joint Items-House				
Joint Committee on Taxation	64	77	77	
Office of the Attending Physician	[18]	[18]	[18]	
Total Joint Items	64	77	77	-
Total House and Joint	9,488	12,922	12,925	3

SCHEDULE A – PAYMENT TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS

HOUSE OF REPRESENTATIVES
PAYMENT TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	174	174	-	(174)	(100%)
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	-	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	174	174	-	(174)	(100%)
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – PAYMENT TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 PAYMENT TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	174	-	(174)	(100%)
Personnel Benefits	174	-	(174)	(100%)
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	174	-	(174)	(100%)
POSITIONS	-	-	-	-

A gratuity was of \$174,000 authorized in Pub. L. 112-175, *Making Continuing Appropriations, 2013*.

A gratuity was of \$174,000 authorized in Pub. L. 113-76, *Consolidated Appropriations Act, 2014*.

SCHEDULE A – SALARIES AND EXPENSES

**HOUSE OF REPRESENTATIVES
SALARIES AND EXPENSES
BY OBJECT CLASS**

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	655,452	666,757	686,473	19,717	2.96%
1200 Personnel Benefits	245,636	258,136	258,136	-	-
1300 Benefits to Former Personnel	4,584	475	475	-	-
2100 Travel	21,991	24,294	25,661	1,367	5.63%
2200 Transportation of Things	65	64	67	3	5.31%
2300 Rent, Communications, Utilities	60,581	82,535	79,464	(3,071)	(3.72%)
2400 Printing and Reproduction	7,909	19,742	15,098	(4,644)	(23.52%)
2500 Other Services	45,639	55,956	61,593	5,637	10.07%
2600 Supplies and Materials	21,346	22,421	25,919	3,499	15.61%
3100 Equipment	24,459	50,348	47,614	(2,734)	(5.43%)
4200 Insurance Claims/Indemnities	5	8	8	-	-
Total	1,087,667	1,180,736	1,200,510	19,774	1.67%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	9,424	12,845	12,848	3	0.02%

SCHEDULE C – SALARIES AND EXPENSES

**HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
SALARIES AND EXPENSES**

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	924,838	944,555	19,717	2.13%
Personnel Base	666,557	666,757	200	0.03%
Base Adjustment	-	7,537	7,537	-
Cost of Living Adjustment Annualized	-	1,602	1,602	-
Cost of Living Adjustment	-	8,672	8,672	-
Overtime Pay	200	1,051	851	425.5%
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	762	762	-
Meritorious Increase	-	93	93	-
Personnel Benefits	258,081	258,081	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	255,898	255,955	57	0.02%
House Leadership Offices	1,230	1,255	25	2%
Members' Representational Allowances	152,143	148,738	(3,405)	(2.24%)
Standing Committees, Special & Select	11,564	11,564	-	-
Committee on Appropriations	2,569	2,502	(67)	(2.59%)
Salaries, Officers and Employees	65,493	66,242	749	1.14%
Allowances and Expenses	22,899	25,655	2,756	12.03%
TOTAL	1,180,736	1,200,510	19,774	1.67%
POSITIONS	12,845	12,848	3	0.02%

SCHEDULE A -- OFFICE OF THE SPEAKER

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	4,142	6,395	6,523	128	2%
1200 Personnel Benefits	19	25	25	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	5	19	20	-	4.68%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	2.15%
2400 Printing and Reproduction	4	5	5	-	2.01%
2500 Other Services	12	13	14	-	2%
2600 Supplies and Materials	124	187	191	4	2%
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	4,304	6,645	6,778	133	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	56	66	66	-	-

SCHEDULE C – OFFICE OF THE SPEAKER

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE SPEAKER

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	6,395	6,523	128	2%
Personnel Base	6,395	6,395	-	-
Base Adjustment	-	62	62	-
Cost of Living Adjustment Annualized	-	10	10	-
Cost of Living Adjustment	-	56	56	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	250	255	5	2%
Non-Personnel	225	230	5	2.22%
Official Expenses	25	25	-	-
TOTAL	6,645	6,778	133	2%
POSITIONS	66	66	-	-

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE SPEAKER

For salaries and expenses of the Office of the Speaker, \$6,778,327. The fiscal year (FY) 2015 budget request is an increase of \$132,910 or 2% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$6,523,240 for mandatory items, \$250,084 for program current services and a \$5,003 increase in program changes.

I. Personnel Details: FY'15 Request – \$6,523,240A. Base: \$6,395,333

- i. The estimated FY'14 personnel compensation will be \$6,395,333.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – (1.35%)
1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) - \$10,000
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) - \$56,000
- iii. FY'15 Base Adjustment (Non-Statutory Positions) – \$61,907
 - This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$255,087A. Current Services:

- i. Non-Personnel: \$225,084 – This account provides the necessary funding for the Office of the Speaker's non-personnel expenses.
- ii. Official Expenses: \$25,000 – This funds the Speaker's allowance used for official expenses.

B. Proposed Changes:

- i. Non-Personnel: \$5,003 – This increase is based upon a projected 2% increase in the cost of non-personnel items.
- ii. Official Expenses: \$0 – None.

SCHEDULE A - OFFICE OF THE MAJORITY FLOOR LEADER

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY FLOOR LEADER
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,452	2,088	2,129	42	2%
1200 Personnel Benefits	-	10	10	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	2	3	3	-	9.78%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	1	1	-	1.98%
2400 Printing and Reproduction	-	-	-	-	1.94%
2500 Other Services	-	-	-	-	2.22%
2600 Supplies and Materials	56	78	79	2	2%
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,511	2,180	2,224	44	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	26	32	32	-	-

SCHEDULE C – OFFICE OF THE MAJORITY FLOOR LEADER

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE MAJORITY FLOOR LEADER

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	2,088	2,129	42	2%
Personnel Base	2,088	2,088	-	-
Base Adjustment	-	25	25	-
Cost of Living Adjustment Annualized	-	3	3	-
Cost of Living Adjustment	-	14	14	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	93	94	2	2%
Non-Personnel	83	84	2	2.24%
Official Expenses	10	10	-	-
TOTAL	2,180	2,224	44	2%
POSITIONS	32	32	-	-

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE MAJORITY FLOOR LEADER

For salaries and expenses of the Office of the Majority Floor Leader, \$2,223,649. The fiscal year (FY) 2015 budget request is an increase of \$43,601 or 2% above the Consolidated Appropriations Act, 2014 per Public Law 113-76.

This amount includes \$2,129,284 for mandatory items, \$92,515 for program current services and a \$1,850 increase in program changes.

I. Personnel Details: FY'15 Request – \$2,129,284A. Base: \$2,087,533

- i. The estimated FY'14 personnel compensation will be \$2,087,533.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – (0.25%) 1.0%
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – \$3,000
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – \$14,000
- iii. FY'15 Base Adjustment (Non-Statutory Positions) – \$24,751
 - This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$94,365A. Current Services:

- i. Non-Personnel: \$82,515 – This account provides the necessary funding for the Office of the Majority Leader's non-personnel expenses.
- ii. Official Expenses: \$10,000 – This funds the Majority Leader's allowance for official expenses.

B. Proposed Changes:

- i. Non-Personnel: \$1,850 – This increase is based upon a projected 2% increase in the cost of non-personnel items.
- ii. Official Expenses: \$0 – None.

SCHEDULE A – OFFICE OF THE MINORITY FLOOR LEADER

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY FLOOR LEADER
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	4,733	6,743	6,878	135	2%
1200 Personnel Benefits	-	10	10	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	80	162	165	3	2.12%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	2	2	2	-	1.98%
2400 Printing and Reproduction	9	11	11	-	2%
2500 Other Services	76	100	102	2	2%
2600 Supplies and Materials	160	86	88	2	2%
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	5,060	7,114	7,257	142	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	57	55	55	-	-

SCHEDULE C – OFFICE OF THE MINORITY FLOOR LEADER

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE MINORITY FLOOR LEADER

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	6,743	6,878	135	2%
Personnel Base	6,743	6,743	-	-
Base Adjustment	-	89	89	-
Cost of Living Adjustment Annualized	-	7	7	-
Cost of Living Adjustment	-	39	39	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	371	379	7	2%
Non-Personnel	361	369	7	2.06%
Official Expenses	10	10	-	-
TOTAL	7,114	7,257	142	2%
POSITIONS	55	55	-	-

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE MINORITY FLOOR LEADER

For salaries and expenses of the Office of the Minority Floor Leader, \$7,256,760. The fiscal year (FY) 2015 budget request is an increase of \$142,289 or 2% above the Consolidated Appropriations Act, 2014 per Public Law 113-76.

This amount includes \$6,878,110 for mandatory items, \$371,226 for program current services and a \$7,424 increase in program changes.

I. Personnel Details: FY'15 Request – \$6,878,110A. Base: \$6,743,245

- i. The estimated FY'14 personnel compensation will be \$6,743,245

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – (0.25%) 1.0%
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – \$7,000
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – \$39,000
- iii. FY'15 Base Adjustment (Non-Statutory Positions) – \$88,865
 - This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$378,650A. Current Services:

- i. Non-Personnel: \$361,226 – This account provides the necessary funding for the Office of the Minority Floor Leader's non-personnel expenses.
- ii. Official Expenses: \$10,000 – This funds the Minority Leader's allowance for official expenses.

B. Proposed Changes:

- i. Non-Personnel: \$7,424 – This increase is based upon a projected 2% increase in the cost of non-personnel items.

- ii. Official Expenses: \$0 – None.

SCHEDULE A – OFFICE OF THE MAJORITY WHIP

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,204	1,775	1,810	35	2%
1200 Personnel Benefits	-	5	5	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	3	4	-	4.92%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	1.94%
2400 Printing and Reproduction	-	-	-	-	1.95%
2500 Other Services	61	102	104	2	2%
2600 Supplies and Materials	3	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,269	1,887	1,924	38	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	20	23	23	-	-

SCHEDULE C – OFFICE OF THE MAJORITY WHIP

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE MAJORITY WHIP

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	1,775	1,810	35	2%
Personnel Base	1,775	1,775	-	-
Base Adjustment	-	15	15	-
Cost of Living Adjustment Annualized	-	3	3	-
Cost of Living Adjustment	-	17	17	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	112	114	2	2%
Non-Personnel	107	109	2	2.09%
Official Expenses	5	5	-	-
TOTAL	1,887	1,924	38	2%
POSITIONS	23	23	-	-

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE MAJORITY WHIP

For salaries and expenses of the Office of the Majority Whip, \$1,924,363. The fiscal year (FY) 2015 budget request is an increase of \$37,731 or 2% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$1,810,364 for mandatory items, \$111,765 for program current services and a \$2,234 in program changes.

I. Personnel Details: FY'15 Request – \$1,810,364A. Base: \$1,774,867

- i. The estimated FY'14 personnel compensation will be \$1,774,867.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – (1.35%)
1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – \$3,000
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – \$17,000
- iii. FY'15 Base Adjustment (Non-Statutory Positions) – \$15,497
 - This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$113,999A. Current Services:

- i. Non-Personnel: \$106,765 – This account provides the necessary funding for the Office of the Majority Whip's non-personnel expenses.
- ii. Official Expenses: \$5,000 – This funds the Majority Whip's allowance used for official expenses.

B. Proposed Changes:

- i. Non-Personnel: \$2,234 – This increase is based upon a projected 2% increase in the cost of non-personnel items.
- ii. Official Expenses: \$0 – None.

SCHEDULE A – OFFICE OF THE MINORITY WHIP

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
				Dollars (\$000)	Percent %
1100 Personnel Compensation	984	1,382	1,410	28	2%
1200 Personnel Benefits	-	5	5	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	1	2	2	-	6.71%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	2.07%
2400 Printing and Reproduction	-	1	1	-	1.98%
2500 Other Services	-	-	-	-	1.73%
2600 Supplies and Materials	64	68	69	1	2%
3100 Equipment	1	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,051	1,460	1,489	29	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
				Net Change	Net Change %
POSITIONS	20	27	27	-	-

SCHEDULE C – OFFICE OF THE MINORITY WHIP

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE MINORITY WHIP

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	1,382	1,410	28	2%
Personnel Base	1,382	1,382	-	-
Base Adjustment	-	11	11	-
Cost of Living Adjustment Annualized	-	3	3	-
Cost of Living Adjustment	-	14	14	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Mentionous Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	77	79	2	2%
Non-Personnel	72	74	2	2.14%
Official Expenses	5	5	-	-
TOTAL	1,460	1,489	29	2%
POSITIONS	27	27	-	-

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
OFFICE OF THE MINORITY WHIP

For salaries and expenses of the Office of the Minority Whip, \$1,488,831. The fiscal year (FY) 2015 budget request is an increase of \$29,192 or 2% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$1,410,140 for mandatory items, \$77,149 for program current services and a \$1,542 increase in program changes.

I. Personnel Details: FY'15 Request – \$1,410,140A. Base: \$1,382,490

- i. The estimated FY'14 personnel compensation will be \$1,382,490.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – (1.35%)
1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – \$3,000
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – \$14,000
- iii. FY'15 Base Adjustment (Non-Statutory Positions) – \$10,650
 - This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$78,691A. Current Services:

- i. Non-Personnel: \$ 72,149 – This account provides the necessary funding for the Office of the Majority Whip's non-personnel expenses.
- ii. Official Expenses: \$ 5,000 – This funds the Majority Whip's allowance used for official expenses.

B. Proposed Changes:

- i. Non-Personnel: \$1,542 – This increase is based upon a projected 2% increase in the cost of non-personnel items.

ii. Official Expenses: \$0 – None.

SCHEDULE A – REPUBLICAN CONFERENCE

HOUSE OF REPRESENTATIVES
REPUBLICAN CONFERENCE
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,006	1,363	1,390	27	2%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	3	3	3	-	1.99%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	4	8	8	-	2%
2400 Printing and Reproduction	2	3	3	-	2%
2500 Other Services	39	49	49	-	2%
2600 Supplies and Materials	49	80	82	2	2%
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,102	1,505	1,536	30	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	18	20	20	-	-

SCHEDULE C - REPUBLICAN CONFERENCE

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 REPUBLICAN CONFERENCE

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	1,363	1,390	27	2%
Personnel Base	1,363	1,363	-	-
Base Adjustment	-	10	10	-
Cost of Living Adjustment Annualized	-	3	3	-
Cost of Living Adjustment	-	14	14	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	143	146	3	2%
Non-Personnel	143	146	3	2%
TOTAL	1,505	1,536	30	2%
POSITIONS	20	20	-	-

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
REPUBLICAN CONFERENCE

For salaries and expenses of the Republican Conference, \$1,535,533. The fiscal year (FY) 2015 budget request is an increase of \$30,107 or 2% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$1,390,023 for mandatory items, \$142,658 for program current services and a \$2,852 increase in program changes.

I. Personnel Details: FY'15 Request – \$1,390,023A. Base: \$1,362,768

- i. The estimated FY'14 personnel compensation will be \$1,362,768.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – \$3,000
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) - \$14,000
- iii. FY'15 Base Adjustment(Non-Statutory) – \$10,255
 - This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$145,510A. Current Services:

- i. Non-Personnel: \$ 142,658 – This account provides the necessary funding for the Office of the Republican Conference non-personnel expenses.

B. Proposed Changes:

- i. Non-Personnel: \$2,852 – This increase is based upon a projected 2% increase in the cost of non-personnel items.

SCHEDULE A – DEMOCRATIC CAUCUS

HOUSE OF REPRESENTATIVES
DEMOCRATIC CAUCUS
BY OBJECT CLASS

	FY 2013 Actuals Dollars (\$000)	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
1100 Personnel Compensation	985	1,302	1,328	26	2%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	5	-	-	-	2%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	1	3	3	-	2%
2400 Printing and Reproduction	4	4	4	-	2.01%
2500 Other Services	-	1	1	-	2%
2600 Supplies and Materials	74	176	180	4	2%
3100 Equipment	1	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,071	1,487	1,517	30	2%
	FY 2013 Actuals	FY 2014 Enacted	FY 2015 Estimate	FY 2015 vs. FY 2014 Net Change	FY 2015 vs. FY 2014 Net Change %
POSITIONS	23	22	22	-	-

SCHEDULE C – DEMOCRATIC CAUCUS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 DEMOCRATIC CAUCUS

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	1,302	1,328	26	2%
Personnel Base	1,302	1,302	-	-
Base Adjustment	-	11	11	-
Cost of Living Adjustment Annualized	-	2	2	-
Cost of Living Adjustment	-	13	13	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	185	189	4	2%
Non-Personnel	185	189	4	2%
TOTAL	1,487	1,517	30	2%
POSITIONS	22	22	-	-

HOUSE LEADERSHIP OFFICES
DEMOCRATIC CAUCUS

For salaries and expenses of the Democratic Caucus, \$1,517,003. The fiscal year (FY) 2015 budget request is an increase of \$29,745 or 2% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$1,328,370 for mandatory items, \$184,934 for program current services and a \$3,699 increase in program changes.

I. Personnel Details: FY'15 Request – \$1,328,370

A. Base: \$1,302,324

- i. The estimated FY'14 personnel compensation will be \$1,302,324.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized (Non-Statutory Positions) – \$2,000
- ii. FY'15 Cost of Living Prorated (Non-Statutory Positions) – \$13,000
- iii. FY'15 Base Adjustment (Non-Statutory Positions) – \$11,046
- This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0

III. Program Details: FY'15 Request – \$188,633

A. Current Services:

- i. Non-Personnel: \$184,934 – This account provides the necessary funding for the Office of the Republican Conference non-personnel expenses.

B. Proposed Changes:

- i. Non-Personnel: \$3,699 – This increase is based upon a projected 2% increase in the cost of non-personnel items.

SCHEDULE A – TOTAL HOUSE LEADERSHIP OFFICES

HOUSE OF REPRESENTATIVES
TOTAL – HOUSE LEADERSHIP OFFICES
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
					Percent %
1100 Personnel Compensation	14,506	21,049	21,470	421	2%
1200 Personnel Benefits	19	55	55	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	95	192	197	5	2.57%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	8	16	16	-	2%
2400 Printing and Reproduction	20	26	27	-	2%
2500 Other Services	188	266	271	5	2%
2600 Supplies and Materials	529	676	689	14	2%
3100 Equipment	3	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	15,368	22,279	22,724	446	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
				Net Change	Net Change %
POSITIONS	220	245	245	-	-

SCHEDULE C - TOTAL HOUSE LEADERSHIP OFFICES

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY APPROPRIATIONS
 TOTAL - HOUSE LEADERSHIP OFFICES

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	21,049	21,470	421	2%
Personnel Base	21,049	21,049	-	-
Base Adjustment	-	223	223	-
Cost of Living Adjustment Annualized	-	31	31	-
Cost of Living Adjustment	-	167	167	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	1,230	1,295	25	2%
Office of the Speaker	250	255	5	2%
Office of the Majority Floor Leader	93	94	2	2%
Office of the Minority Floor Leader	371	379	7	2%
Office of the Majority Whip	112	114	2	2%
Office of the Minority Whip	77	79	2	2%
Republican Conference	143	146	3	2%
Democratic Caucus	185	189	4	2%
TOTAL	22,279	22,724	446	2%
POSITIONS	245	245	-	-

SCHEDULE A – MEMBERS' REPRESENTATIONAL ALLOWANCES

HOUSE OF REPRESENTATIVES
MEMBERS' REPRESENTATIONAL ALLOWANCES
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	408,486	402,175	416,666	14,491	3.6%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	20,443	22,546	23,403	857	3.8%
2200 Transportation of Things	5	2	5	3	224.7%
2300 Rent, Communications, Utilities	48,312	67,871	64,027	(3,843)	(5.66%)
2400 Printing and Reproduction	7,688	19,401	14,756	(4,645)	(23.94%)
2500 Other Services	18,632	21,829	22,659	830	3.8%
2600 Supplies and Materials	14,759	13,069	16,181	3,112	23.81%
3100 Equipment	6,488	7,425	7,707	282	3.8%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	524,813	554,318	565,404	11,086	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	6,871	9,702	9,702	-	-

SCHEDULE C – MEMBERS' REPRESENTATIONAL ALLOWANCES

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 MEMBERS' REPRESENTATIONAL ALLOWANCES

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	402,175	416,666	14,491	3.6%
Personnel Base	402,175	402,175	-	-
Base Adjustment	-	8,043	8,043	-
Cost of Living Adjustment Annualized	-	1,005	1,005	-
Cost of Living Adjustment	-	5,443	5,443	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	152,143	148,738	(3,405)	(2.24%)
Official Expenses	128,671	131,266	2,595	2.02%
Official Mail	23,472	17,472	(6,000)	(25.56%)
TOTAL	554,318	565,404	11,086	2%
POSITIONS	9,702	9,702	-	-

Explanation of Changes Shown on Schedule C

MEMBERS' REPRESENTATIONAL ALLOWANCES

For salaries and expenses of the Members' Representational Allowances, \$565,404,086. The fiscal year (FY) 2015 budget is \$11,086,354 or 2% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$416,666,416 for mandatory items, \$152,142,814 for program current services and a (\$3,405,144) decrease in program changes. The overall requested increase of \$11,086,354 equates to an average increase of \$25,139 per Member.

I. Personnel Details: FY'15 Request – \$416,666,416A. Base: \$402,174,918

- i. The estimated FY'14 personnel compensation will be \$402,174,918.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized - \$1,005,000
- ii. FY'15 Cost of Living Prorated - \$5,443,000
- iii. FY'15 Base Adjustment - \$8,043,498
 - This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$148,737,670A. Current Services:

- i. Official Expenses: \$128,670,736 – Official Expenses of the MRA are comprised of non-personnel items such as equipment, federal and private rent, telecommunications, printing and contract services.
- ii. Official Mail: \$23,472,078 – The Official Mail program covers all MRA mailing expenses from both the district and DC offices of all Members.

B. Proposed Changes:

- i. Official Expenses: \$2,594,856 This increase provides additional funding to support anticipated increases in costs due to inflation. This

increase is offset by the decrease in anticipated Official Mail costs due to Franked Mail regulations (see below).

- ii. Official Mail: (\$6,000,000) This decrease in official mail is associated with the franked mail regulations which prevent any unsolicited mass mailing or mass communication less than 90 days immediately before the date of any primary or general election.

SCHEDULE A – STANDING COMMITTEES, SPECIAL AND SELECT

HOUSE OF REPRESENTATIVES
STANDING COMMITTEES, SPECIAL AND SELECT
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	112,338	112,339	114,771	2,432	2.16%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	331	360	360	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	1,415	1,430	1,430	-	-
2400 Printing and Reproduction	105	135	135	-	-
2500 Other Services	1,348	1,405	1,405	-	-
2600 Supplies and Materials	3,016	3,370	3,370	-	-
3100 Equipment	2,359	2,564	2,564	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	120,912	121,603	124,035	2,432	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	1,065	1,412	1,412	-	-

SCHEDULE C – STANDING COMMITTEES, SPECIAL AND SELECT

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 STANDING COMMITTEES, SPECIAL AND SELECT

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	112,339	114,771	2,432	2.16%
Personnel Base	112,339	112,339	-	-
Base Adjustment	-	621	621	-
Cost of Living Adjustment Annualized	-	282	282	-
Cost of Living Adjustment	-	1,529	1,529	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	9,264	9,264	-	-
Official Expenses	9,264	9,264	-	-
TOTAL	121,603	124,035	2,432	2%
POSITIONS	1,412	1,412	-	-

Explanation of Changes Shown on Schedule C

STANDING COMMITTEES, SPECIAL AND SELECT

For salaries and expenses of the, Standing Committees, Special and Select, \$124,035,236. The fiscal year (FY) 2015 budget is \$2,432,063 or 2% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$114,771,236 for mandatory items, \$9,264,000 for program current services and a no program changes.

I. Personnel Details: FY'15 Request – \$114,771,236A. Base: \$112,339,173

- i. The estimated FY'14 personnel compensation will be \$112,339,173.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$282,000
- ii. FY'15 Cost of Living Prorated – \$1,529,000
- iii. FY'15 Base Adjustment - \$621,063
 - This increase will support anticipated costs specific to personnel.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$9,264,000A. Current Services:

- i. Official Expenses: \$9,264,000 – Official Expenses of the Standing Committees, Special and Select are composed of non-personnel items such as equipment, telecommunications, printing, contract services, supplies and travel.

B. Proposed Changes:

- i. Official Expenses: \$0 - None.

SCHEDULE A – HEARING ROOM RENOVATIONS

HOUSE OF REPRESENTATIVES
HEARING ROOM RENOVATIONS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	12	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	2	2,300	2,300	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	13	2,300	2,300	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – HEARING ROOM RENOVATIONS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 HEARING ROOM RENOVATIONS

	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
			Dollars (\$000)	Percent %
A. MANDATORY CHANGE	-	-	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	2,300	2,300	-	-
Hearing Room Renovations	2,300	2,300	-	-
TOTAL	2,300	2,300	-	-
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

STANDING COMMITTEES, SPECIAL AND SELECT
HEARING ROOM RENOVATIONS

For salaries and expenses of the Hearing Room Renovations, \$2,300,000. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$0 for mandatory items, \$2,300,000 for program current services and no program changes.

- I. Personnel Details: FY'15 Request – \$0
 - A. Base: \$0
 - i. The estimated FY'14 personnel compensation will be \$0.
 - B. Budget Calculations:
 - i. FY'14 Cost of Living Annualized – (0%) 1.0%
 - ii. FY'15 Cost of Living Prorated – (0%) 1.8%
 - C. Requested Changes:
 - i. FY'14 Cost of Living Annualized – \$0
 - ii. FY'15 Cost of Living Prorated – \$0
- II. Price Level Details: FY'15 Request – \$0
- III. Program Details: FY'15 Request – \$2,300,000
 - A. Current Services:
 - i. Hearing Room Renovations: \$2,300,000 – This program provides funding for the remodeling/upgrade of all Main Committee Hearing Rooms and Subcommittee Hearing Rooms as well as operational costs associated with maintaining all Committee Hearing Rooms.
 - B. Proposed Changes:
 - i. Hearing Room Renovations: \$0 – None.

SCHEDULE A – TOTAL – STANDING COMMITTEES, SPECIAL AND SELECT

HOUSE OF REPRESENTATIVES
TOTAL – STANDING COMMITTEES, SPECIAL AND SELECT
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	112,338	112,339	114,771	2,432	2.16%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	331	360	360	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	1,415	1,430	1,430	-	-
2400 Printing and Reproduction	105	135	135	-	-
2500 Other Services	1,360	1,405	1,405	-	-
2600 Supplies and Materials	3,016	3,370	3,370	-	-
3100 Equipment	2,361	4,864	4,864	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	120,925	123,903	126,335	2,432	1.96%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	1,065	1,412	1,412	-	-

SCHEDULE C – TOTAL – STANDING COMMITTEES, SPECIAL AND SELECT

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 TOTAL – STANDING COMMITTEES, SPECIAL AND SELECT

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	112,339	114,771	2,432	2.16%
Personnel Base	112,339	112,339	-	-
Base Adjustment	-	621	621	-
Cost of Living Adjustment Annualized	-	282	282	-
Cost of Living Adjustment	-	1,529	1,529	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	11,564	11,564	-	-
Standing Committees, Special And Select	9,264	9,264	-	-
Hearing Room Renovations	2,300	2,300	-	-
TOTAL	123,903	126,335	2,432	1.96%
POSITIONS	1,412	1,412		

SCHEDULE A - COMMITTEE ON APPROPRIATIONS

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	15,496	20,702	21,234	532	2.57%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	9	100	100	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	218	240	240	-	-
2400 Printing and Reproduction	5	9	9	-	-
2500 Other Services	1,102	1,733	1,733	-	-
2600 Supplies and Materials	77	200	200	-	-
3100 Equipment	55	287	220	(67)	(23.2%)
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	16,962	23,271	23,736	465	2%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	155	220	220	-	-

SCHEDULE C - COMMITTEE ON APPROPRIATIONS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 COMMITTEE ON APPROPRIATIONS

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	20,702	21,234	532	2.57%
Personnel Base	20,502	20,702	200	0.98%
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	52	52	-
Cost of Living Adjustment	-	280	280	-
Overtime Pay	200	200	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	2,569	2,502	(67)	(2.59%)
Administration	2,569	2,502	(67)	(2.59%)
TOTAL	23,271	23,736	465	2%
POSITIONS	220	220	-	-

Explanation of Changes Shown on Schedule C

COMMITTEE ON APPROPRIATIONS

For salaries and expenses of the Committee on Appropriations, \$23,736,424. The fiscal year (FY) 2015 budget is \$465,420 or 2% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$21,234,004 for mandatory items, \$2,569,000 for program current services and a (\$66,580) decrease in program changes.

I. Personnel Details: FY'15 Request – \$21,234,004A. Base: \$20,702,004

- i. The estimated FY'14 personnel compensation will be \$20,502,004.
- ii. The estimated FY'14 overtime will be \$200,000.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%
- iii. FY'15 Meritorious Increases – 0%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$52,000
- ii. FY'15 Cost of Living Prorated – \$280,000
- iii. FY'15 Meritorious Increases – \$0
- iv. Overtime Pay - \$200,000

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$2,502,420A. Current Services:

- i. Official Expenses: \$2,569,000 – The Official Expenses program of the Committee on Appropriations is composed of non-personnel items such as equipment, travel, telecommunications, printing and contract services.

B. Proposed Changes:

- i. Official Expenses: (\$66,580) – This decrease in non-personnel spending offsets an anticipated increase in personnel expenses due to cost of living adjustments.

SCHEDULE A - OFFICE OF THE CLERK

HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014 Net Change	FY 2014 Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	17,801	19,359	19,895	536	2.77%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	36	81	90	10	12.14%
2200 Transportation of Things	-	12	12	-	-
2300 Rent, Communications, Utilities	143	209	202	(7)	(3.32%)
2400 Printing and Reproduction	17	40	40	-	-
2500 Other Services	1,560	2,025	1,946	(79)	(3.92%)
2600 Supplies and Materials	482	668	739	71	10.63%
3100 Equipment	699	1,615	1,714	99	6.13%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	20,739	24,009	24,639	630	2.62%
	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014 Net Change	FY 2014 Net Change %
POSITIONS	185	216	216	-	-

SCHEDULE C -- OFFICE OF THE CLERK

HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE CLERK

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	19,359	19,895	536	2.77%
Personnel Base	19,359	19,359	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	44	44	-
Cost of Living Adjustment	-	241	241	-
Overtime Pay	-	141	141	-
Longevity Increase	-	110	110	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	4,650	4,744	94	2.01%
Clerk of the House	25	25	-	-
Closed Captioning	474	474	-	-
House Employment Counsel	222	248	25	11.26%
Immediate Office of the Clerk	486	468	(18)	(3.72%)
Legislative Computers	1,405	1,503	98	6.98%
Legislative Operations	61	66	5	8.14%
Legislative Resource Center	504	471	(34)	(6.68%)
Newspaper Subscriptions	180	180	-	-
Office of Arts and Archives	231	238	7	3.14%
Office of Communications	52	59	6	12.2%
Office of the Historian Staff	131	154	23	17.37%
Official Reporters	143	135	(8)	(5.49%)
Service Group	35	24	(11)	(32.47%)
Stenographic Reporting	700	700	-	-
TOTAL	24,009	24,639	630	2.62%
POSITIONS	216	216	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE CLERK

For salaries and expenses of the Office of the Clerk, \$24,638,973. The fiscal year (FY) 2015 budget is \$629,500 or 2.62% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$19,895,171 for mandatory items, \$4,650,252 for program current services and a \$93,550 increase in program changes.

I. Personnel Details: FY'15 Request – \$19,895,171A. Base: \$19,359,221

- i. The estimated FY'14 personnel compensation will be \$19,359,221.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.23%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.24%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$44,000
- ii. FY'15 Cost of Living Prorated – \$241,000
- iii. FY'15 Overtime - \$141,000
- iv. FY'15 Longevity - \$109,950

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$4,743,802A. Current Services:

- i. Clerk of the House: \$25,000 - The Office of Clerk is charged with driving internal and external communications strategies for the Office of the Clerk. It provides creative services to all divisions. Support includes messaging and brand positioning; web, video, and print content development; graphic and interactive web design; event and architectural photography; event support; email communications; and social media management. Projects in this category are designed to provide greater access and transparency to House proceedings and documents. These projects can be, i.e., new or enhanced public

disclosure (Lobbying Disclosures, Financial Disclosures, etc.); new or enhanced document availability (Phase II of the Committee Project); new Clerk website development or redesign; and HouseLive streaming video enhancements.

- ii. Closed Captioning: \$474,000 – The Closed Captioning contract provides closed captioning services for the House Floor.
- iii. House Employment Counsel: \$222,450 – The Office of House Employment Counsel provides House employing offices with legal advice and guidance relating to employment policies and practices, in addition to representation in federal courts and before the Office of Compliance concerning complaints filed under the Congressional Accountability Act. The Office of House Employment Counsel also provides training on a wide array of employment law related issues. This office is administered by the Clerk under the bipartisan direction of the Chairman and Ranking Minority Member of the Committee on House Administration.
- iv. Immediate Office of the Clerk of the House: \$486,200 – The Immediate Office (IO) provides overall management of the functional areas, including coordination with House Inspector General for audits and various boards and commissions. It directly administers many of the official processes critical to the organization of a new Congress, including receipt of Certificates of Election, Oaths of Office and Oaths for Access to Classified Information. The IO also supervises vacant congressional offices, processes orders for reproduction of public and private laws, and manages the official vehicle leases.
- v. Legislative Computer Systems: \$1,404,672 – Legislative Computer Systems provides the technical support for all elements of the Office of the Clerk. Legislative Computer Systems interfaces with other electronic information service providers critical to House operations. This office provides technical support for initiatives including the Document Management System Initiative, the House Electronic Voting System (EVS) and develops and maintains the Clerk's websites.
- vi. Legislative Operations: \$61,400 – The Office of Legislative Operations provides support pertaining to the Clerk's legislative duties. Among those duties are receiving and processing official papers; compiling and publishing the daily minutes of the House proceedings; operating the electronic voting system and overseeing the recording of votes; preparing messages to the Senate regarding passed legislation; and reading the bills, resolutions, amendments, motions and Presidential messages that come before the House. The Office of

Legislative Operations also prepares the summaries and schedules of House activities published in the Daily Digest section of the Congressional Record.

- vii. Legislative Resource Center: \$504,437 – The Legislative Resource Center (LRC) is the Clerk’s hub for statutory registrations and filings, public information and legislative documents, and library services. It manages a library in excess of 125,000 volumes of congressional publications. The LRC annually responds to approximately 100,000 inquiries, processes over 30,000 official filings, and distributes congressional documents.
- viii. Newspaper Subscriptions: \$180,000 – Newspaper Subscriptions program provides subscriptions of periodicals for House Leadership Offices.
- ix. Office of Arts and Archives: \$231,000 – The Office of Arts and Archives collects, preserves, and interprets the heritage of the House through curatorial and archival services. The Office curates the House Collection, activities which include acquisition and care of collection objects, processing of artifact loans, and services to members and staff. This office also processes the records of the House, oversees their eventual safe transfer to the National Archives, and provides advice to Committee staff and Member office staff on records management.
- x. Office of Communications: \$52,450 – The Office of Communications provides comprehensive creative services to all divisions of the Office of the Clerk.
- xi. Office of the Historian’s Staff: \$131,000 – Rule II, Clause 7, of the Rules of the House of Representatives, provides for the Office of the Historian. The mission of the Historian’s Office is to research, interpret, and promote the institution’s distinctive history and heritage. Historian programs include providing historical reference services to Members, staff committees and the general public; researching, writing and updating the House’s ongoing print and web historical publications; conducting oral histories; and engaging in educational outreach.
- xii. Official Reporters: \$142,843 – The Office of Official Reporters is responsible for the daily reporting and transcribing of the debates and proceedings that constitute the House portion of the Congressional Record as well as the reporting and transcribing of House Committee hearings.

- xiii. Service Group: \$34,800 – The Service Group administers the Members and Family Room, the Congresswomen’s Suite, and the Capitol Prayer Room.
- xiv. Stenographic Reporting: \$700,000 – Stenographic Reporting provides funding for any supplemental costs associated with stenographic reporting for House committees.

B. Proposed Changes:

- i. Clerk of the House: \$0 – None.
- ii. Closed Captioning: \$0 – None.
- iii. House Employment Counsel: \$25,050 – This increase reflects investigative and stenographic services and travel costs, based on the Office of House Employment Counsel’s (OHEC) current caseload and one (1) outstanding case that could continue to be active for several years. We could incur unusually high litigation costs because of the unusual nature of the case. Also there is a reduction in employee training costs.
- iv. Immediate Office of the Clerk of the House: (\$18,100) – This reflects decreases in training and service contracts.
- v. Legislative Computer Systems: \$98,030 – This increase reflects the cost of purchasing a supply of voting cards.
- vi. Legislative Operations: \$5,000 – This increase reflects the purchase of a multipurpose high resolution printer and a decrease in employee training costs.
- vii. Legislative Resource Center: (\$33,687) – This decrease reflects a reduction of House Library publication expenses (purchased additional database subscriptions ahead of schedule) and a reduction in employee training costs.
- viii. Newspaper Subscriptions: \$0 - None.
- ix. Office of Arts and Archives: \$7,250 – This increase reflects the anticipated purchase of new office equipment and software, an increase in maintenance contract costs, and a reduction of employee training costs.
- x. Office of Communications: \$6,400 – This increase reflects the purchase of new software and upgrades for existing software; the

purchase of a new laser printer and a reduction in employee training costs.

- x. Office of the Historian's Staff: \$22,750 - This increase reflects additional licensing agreements, website upgrades and a reduction in employee training costs.
- xii. Official Reporters: (\$7,843) - This decrease is the result of reducing employee training costs.
- xiii. Service Group: (\$11,300) - This reflects a decrease in training costs for employees.
- xiv. Stenographic Reporting: \$0 - None.

SCHEDULE A – OFFICE OF THE SERGEANT AT ARMS

HOUSE OF REPRESENTATIVES
OFFICE OF THE SERGEANT AT ARMS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	8,699	9,229	9,431	202	2.19%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	122	56	56	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	152	154	157	3	1.95%
2400 Printing and Reproduction	8	7	8	1	14.29%
2500 Other Services	1,262	1,181	1,670	488	41.33%
2600 Supplies and Materials	204	193	84	(109)	(56.48%)
3100 Equipment	343	3,956	652	(3,304)	(83.52%)
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	10,790	14,777	12,058	(2,719)	(18.4%)
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	116	132	132	-	-

SCHEDULE C – OFFICE OF THE SERGEANT AT ARMS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE SERGEANT AT ARMS

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	9,229	9,431	202	2.19%
Personnel Base	9,229	9,229	-	-
Cost of Living Adjustment Annualized	-	20	20	-
Cost of Living Adjustment	-	111	111	-
Longevity Increase	-	71	71	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	5,547	2,627	(2,921)	(52.68%)
Emergency Management	4,177	1,529	(2,649)	(63.4%)
House Garages/Parking Security	42	5	(37)	(88.1%)
House Security	259	-	(259)	(100%)
Immediate Office	520	491	(29)	(5.58%)
Information Services	509	562	53	10.41%
Protocol and Chamber Operations	40	40	-	-
TOTAL	14,777	12,058	(2,719)	(18.4%)
POSITIONS	132	132	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE SERGEANT AT ARMS

For salaries and expenses of the Office of the Sergeant at Arms, \$12,057,729. The fiscal year (FY) 2015 budget is (\$2,719,000) or (18.4%) below the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$9,430,980 for mandatory items, \$5,547,448 for program current services and a (\$2,920,699) decrease in program changes.

- I. Personnel Details: FY'15 Request – \$9,430,980
- A. Base: \$9,229,281
- i. The estimated FY'14 personnel compensation will be \$9,229,281.
- B. Budget Calculations:
- i. FY'14 Cost of Living Annualized – (0.22%) 1.0%
 - ii. FY'15 Cost of Living Prorated – (1.20%) 1.8%
 - iii. FY'15 Longevity Increase – 0.76%
- C. Requested Changes:
- i. FY'14 Cost of Living Annualized – \$20,000
 - ii. FY'15 Cost of Living Prorated – \$111,000
 - iii. FY'15 Longevity Increase-\$70,699
- II. Price Level Details: FY'15 Request – \$0
- III. Program Details: FY'15 Request – \$2,626,749
- A. Current Services:
- i. Emergency Management: \$4,177,448 The division of Emergency Management serves as the focal point for the House of Representatives emergency planning and continuity programs. The division manages the House of Representatives life safety support programs, specialized emergency Member support programs, the House Operations Center, and internal continuity activities for the Office of the Sergeant at Arms.
 - ii. House Garages/Parking Security: \$42,000 The division of House Garages and Parking Security is responsible for the safety and security

of all vehicles and pedestrians in the House garages and parking areas. The division enforces the parking policies and allocations set forth by the Committee on House Administration.

- iii. House Security: \$259,000 - The division of House Security serves as a central location to oversee the issuance, administration, and verification of all House of Representatives security clearances. House Security serves as a central repository for classified materials and is responsible for the receiving, controlling, transmitting, storing, and destroying of classified information and provides training for Members of Congress and House staff on the protocols and responsibilities in handling and storage of classified materials, foreign travel, counterintelligence, and operations security.
- iv. Immediate Office: \$520,000 - The Sergeant at Arms Immediate Office oversees and administers all divisions within the organization. Within the Immediate Office falls the division of Police Services/Law Enforcement. Staff in the division of Police Services/Law Enforcement provide logistical and security support at on and off campus events involving Members of Congress.
- v. Information Services: \$509,000 - The division of Information Services is comprised of the following two sections: Information Technology and Identification Services. The Information Technology section provides technical support for the entire Office of the Sergeant at Arms relating to information technology infrastructure, telecommunications, and end user support. The Identification Services section assists with the security of the Capitol complex by issuing ID badges to all authorized personnel within the House and the Architect of the Capitol.
- vi. Protocol and Chamber Operations: \$40,000 - The division of Protocol and Chamber Operations is comprised of Chamber Security, Chamber Support Services, and the House Appointments Desks. Staff in this division facilitates and controls access to the House Chamber when the House is in or out of session, maintains decorum in the House Chamber, and assists visitors on official business with access to the Capitol Building.

B. Proposed Changes:

- i. Emergency Management: (\$2,648,699) – This decrease is due to non-recurring costs associated with garage security enhancements.
- ii. House Garages/Parking Security: (\$37,000) – This decrease reflects FY'14 non-recurring supply purchases.

- iii. House Security: (\$259,000) – This decrease is a result of non-recurring FY'14 contractor services and equipment purchases.
- iv. Immediate Office: (\$29,000) – This decrease is a result of non-recurring purchases executed in FY2014.
- v. Information Services: \$53,000 - This increase will provide funding for staff training and the purchase of software as well as increases in the cost of hardware/software maintenance.
- vi. Protocol and Chamber Operations: \$0 – None.

SCHEDULE A – OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

HOUSE OF REPRESENTATIVES
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	59,407	61,210	62,084	874	1.43%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	104	262	265	4	1.34%
2200 Transportation of Things	31	-	-	-	-
2300 Rent, Communications, Utilities	5,320	5,725	5,669	(56)	(0.98%)
2400 Printing and Reproduction	22	38	40	2	5.61%
2500 Other Services	16,171	20,235	22,036	1,800	8.9%
2600 Supplies and Materials	1,345	3,020	3,277	257	8.51%
3100 Equipment	11,006	22,611	22,793	182	0.8%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	93,407	113,100	116,163	3,063	2.71%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	637	714	714	-	-

SCHEDULE C – OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	61,210	62,084	874	1.43%
Personnel Base	61,210	61,210	-	-
Base Adjustment	-	(1,351)	(1,351)	-
Cost of Living Adjustment Annualized	-	147	147	-
Cost of Living Adjustment	-	787	787	-
Overtime Pay	-	710	710	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	581	581	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	51,890	54,079	2,189	4.22%
Acquisitions	8,568	8,691	123	1.44%
CAO Immediate Office & Galleries	2,876	2,608	(268)	(9.33%)
Finance	758	758	-	-
House Information Resources	26,389	30,827	4,438	16.82%
House Recording Studio	884	884	-	-
Human Resources	617	714	97	15.68%
Logistics and Support	5,598	5,598	-	-
Strategic Initiatives/CAO-Wide	6,200	4,000	(2,200)	(35.48%)
TOTAL	113,100	116,163	3,063	2.71%
POSITIONS	714	714	-	-

Explanation of Changes Shown on Schedule C

**SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER**

For salaries and expenses of the Office of the Chief Administrative Officer, \$116,163,350. The fiscal year (FY) 2015 budget is \$3,063,350 or 2.7% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$62,084,000 for mandatory items, \$51,890,480 for program current services and \$2,188,870 increase in program changes.

I. Personnel Details: FY'15 Request – \$62,084,000

A. Base: \$61,209,520

- i. The estimated FY'14 personnel compensation will be \$61,209,520.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.25%) 1.0%
 ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%
 iii. FY'15 Longevity Increase – 1.0%

C. Requested Changes:

- i. FY'14 Base Adjustment – (\$1,350,520)
 ii. FY'14 Cost of Living Annualized – \$147,000
 iii. FY'15 Cost of Living Prorated – \$787,000
 iv. FY'15 Longevity Increase – \$581,000
 v. FY'15 Overtime Pay – \$710,000

II. Price Level Details: FY'15 Request – \$0

III. Program Details: FY'15 Request – \$54,079,350

A. Current Services:

- i. Acquisitions: \$8,568,000 – The Office of Acquisitions is responsible for House-wide purchasing, contract planning and the execution of contracts, administration of the purchase card program, and the contract management for mail operations, food services, fitness centers, barber shop and salon, shoe shine, and dry cleaners.

- ii. CAO Immediate Office & Galleries: \$2,876,480 – The CAO Immediate Office manages the Internal Controls program, the House-wide subscriptions for National Journal and CQ Quarterly, and the Senate telephone operators MOU, and includes the budgets for the three House Galleries – Radio TV Gallery, Periodical Press Gallery, and House Press Gallery.
- iii. Finance: \$758,000 – The Office of Finance provides financial management services to the House. This Office includes six divisions: Accounting, Budget, Policy and Planning, Financial Counseling, Members' Services, Payroll and Benefits, and an Immediate Office which supports its administrative and financial operations.
- iv. House Information Resources: \$26,389,000 – House Information Resources (HIR) provides all IT services for the legislative, oversight and communication needs of the House. This includes building and maintaining financial and communication enterprise systems for Members, Committees and Leadership. HIR has five main areas: Customer support (TSRs and Telecom Administrators); Enterprise Systems and Web Applications (core financial and payroll, websites, HouseNet); Infrastructure and Operations (servers, storage, networking, Wi-Fi, voice and data connectivity); Information Systems Security and Data Integrity; and Strategic and Business Relations Services.
- v. House Recording Studio: \$884,000 – The House Recording Studio provides audio and video services to Members, Committees and House Officers which allows information to be disbursed to constituents and other entities. This includes the official audio and video record of floor proceedings (copies of which go to the National Archives and Library of Congress) as well as handling audio visual room setups in the CVC and most special event rooms. The House Recording Studio also is tasked with operating and maintaining equipment in House Committee Hearing Rooms and can provide broadcasting, webcasting and archiving of hearings as requested by Committees.
- vi. Human Resources: \$617,000 – The Office of Human Resources (HR) supports the CAO and the House community with recruitment efforts including employment postings at USAjobs, workforce planning, and job analysis. This office also includes the Office of Employee Assistance which has outreach to all Member offices including District Offices, Committees, Leadership and other House offices. HR also includes the Training and Development Department which is responsible for House wide training courses both on the House campus and via the internet.

- vii. Logistics and Support: \$5,598,000 – Logistics and Support provides furniture and furnishings services to the House community including furniture procurement, carpeting, upholstery, drapery, picture framing and engraving services. Furniture is manufactured by the House, provided from House inventory, or obtained through third party vendors. This includes traditional furnishings, modular furniture, finish schedules, refurbishment, and warehousing. Additionally, this office manages logistic activities supporting House offices, Committee rooms and special event rooms. Additionally, Logistics and Support offers graphics and photography services to the House campus.
- viii. Strategic Initiatives/CAO-Wide: \$6,200,000 – Strategic Initiatives/CAO-Wide provides funding for key initiatives in support of the CAO Mission to provide the House community access to efficient, effective, and sustainable operational and financial support services. These funds are used for operating the PeopleSoft financial system as well as funding new project implementations.
- B. Proposed Changes:
- i. Acquisitions: \$123,000 – This increase will fund mail delivery services for the newly-opened O’Neill Building. These funds will cover the costs for two additional mail delivery personnel to operate the mail room located in the O’Neill Building.
 - ii. CAO Immediate Office & Galleries: (\$268,480) – This decrease is a net of reductions in personnel funding and increases in various non-personnel expenses such as the Internal Controls Program, Senate Telephone Operators, and House-wide subscriptions for the *Congressional Quarterly* and the *National Journal*.
 - iii. Finance: \$0 -None.
 - iv. House Information Resources: \$4,437,600 – The increase will provide funding for multiple key projects and sustainable costs.
 - \$1,800,000 on-going Information Security support for the coordination of National Institute of Standards and Technology (NIST) required certification and accreditation (C&A) activities, system security plan updates, and increasing Cyber Security demands, and Forensics requirements.
 - \$1,300,000 one-time cost for tiered storage requirements and project manager support for the implementation of Exchange 2013.

- \$280,000 - one-time cost to support the deployment of enhanced spam filtering architecture for incoming email to House recipients which will result in future decreases in costs.
 - \$275,000 - ongoing inventory improvement project.
 - \$250,000 one-time cost for system replacement of the House Campus Voice System battery backup in the Ford, Rayburn, Longworth, and Cannon buildings. This system provides backup electrical power to telecommunications equipment.
 - \$232,600 annual maintenance and licenses increases including the House-wide Microsoft Enterprise license.
 - \$200,000 CAO Seat Management program including lifecycle replacement of aging CAO desktop hardware.
 - \$100,000 Human Resource Information System functionality enhancements.
- v. House Recording Studio: \$0 - None.
- vi. Human Resources: \$96,750 – This increase is primarily to provide funding for the USAjobs annual bill which is a recruitment tool used by the House Campus. Additionally, funding is required for operating the CAO safety program including documentation of internal processes.
- vii. Logistics and Support: \$0 - None.
- viii. Strategic Initiatives/CAO-Wide: (\$2,200,000) – Funding was reduced as the enterprise storage costs are on a 5-year budget cycle and were funded in FY 2014. The remaining funding in this program will be used for PeopleSoft operations and anticipated furniture maintenance at the newly-opened O’Neill building.

SCHEDULE A – OFFICE OF THE INSPECTOR GENERAL

HOUSE OF REPRESENTATIVES
OFFICE OF THE INSPECTOR GENERAL
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	2,937	3,421	3,467	46	1.34%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	21	13	13	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	33	42	42	-	-
2400 Printing and Reproduction	1	1	1	-	-
2500 Other Services	392	1,118	1,072	(46)	(4.11%)
2600 Supplies and Materials	37	101	101	-	-
3100 Equipment	55	46	46	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	3,475	4,742	4,742		
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	23	24	24	-	-

SCHEDULE C – OFFICE OF THE INSPECTOR GENERAL

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE INSPECTOR GENERAL

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	3,421	3,467	46	1.34%
Personnel Base	3,421	3,421	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	7	7	-
Cost of Living Adjustment	-	39	39	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	1,321	1,275	(46)	(3.48%)
Audit, Advisory, and Investigative Services	1,108	1,062	(46)	(4.15%)
General Operations Program	130	130	-	-
Training	83	83	-	-
TOTAL	4,742	4,742	-	-
POSITIONS	24	24	-	-

Explanation of Changes Shown on Schedule C
 SALARIES, OFFICERS AND EMPLOYEES
 OFFICE OF THE INSPECTOR GENERAL

For salaries and expenses of the Office of the Inspector General, \$4,741,809. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$3,466,809 for mandatory items, \$1,321,000 for program current services and a decrease of (\$46,000) in proposed changes.

I. Personnel Details: FY'15 Request – \$3,466,809

A. Base: \$3,420,809

- i. The estimated FY'14 personnel compensation will be \$3,420,809.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.20%) 1.0%
 ii. FY'15 Cost of Living Prorated – (1.14%) 1.8%
 iii. FY'15 Meritorious Increases – 0%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$7,000
 ii. FY'15 Cost of Living Prorated – \$39,000
 iii. FY'15 Meritorious Increases – \$0

II. Price Level Details: FY'15 Request – \$0

III. Program Details: FY'15 Request – \$1,275,000

A. Current Services:

- i. Audit, Advisory and Investigative Services Program: \$1,108,000 – The Audit, Advisory, and Investigative Services (AAIS) program includes salaries for the Inspector General, two (2) Deputy IGs, and eighteen (18) audit, advisory, investigative, and quality assurance staff members. Based upon specific job requirements, the OIG may augment its staff with contractors having specialized technical skills or subject matter expertise. The OIG prepares a Work Plan which is reviewed and approved by both the Majority and Minority of the Committee on House Administration (Committee). This plan consists

of requested projects from the House Officers and the Committee. The OIG also assesses areas of potential risk to the House and recommends additional audits and advisories. The scope, depth, and number of total audits and advisories vary from year to year because of changes in House operations, emerging trends, and the continual reassessment of risk. Because investigative services are ad hoc in nature and are done on an "as needed" basis, the number, scope, and level of effort of investigative projects varies significantly. Support for the audit, advisory, and investigative services program includes contracting qualified subject matter experts to provide support on certain management advisory and audit services. Additionally, included in the AAIS Program is the purchase of audit specific supplies (e.g. computer hardware, software, and forensic tools for audits and investigations). Finally, included in AAIS Program funding is audit-related subscriptions and publications used as guides, references, and resources in the performance and planning of audits and investigations.

- ii. General Operations Program: \$130,000 – The Office of Inspector General's (OIG) Operations Program (OPS) includes salaries for three support services staff members and provides human resources management, contracting and procurement, IT support, budget formulation and execution, process improvements, and other administrative support activities to ensure audit staff and management have the necessary resources, services and support to effectively and efficiently perform mission activities. This includes the purchase of office supplies, equipment (including maintenance agreements), office furnishings, computer software, hardware, and/or licensing agreements, relevant publications, communications equipment and service subscriptions, as well as payment for shipping these items.
- iii. Training Program: \$83,000 – Rule II states that the OIG will conduct its audit, investigative, and advisory work in a manner consistent with government-wide auditing standards. Government Auditing Standards (GAS) are published by the Comptroller General and have been adopted by the OIG and all Federal Inspectors General. To comply with these professional standards, all auditors, and specialists supporting auditors, are required to have 80 hours of specialized training every two years. To meet these training requirements and to ensure we develop overall staff expertise to meet our important mission, the OIG relies upon various government training programs and non-government vendors, (technical training institutions and national and local chapters of professional associations) for training. In addition, the OIG has also become a National Association of State Boards of Accountancy (NASBA) certified training provider so that some training can be developed and delivered internally. The majority of this training is done locally but in some instances, travel and travel

expenses are necessary if the training cannot be obtained in a timely fashion or is not available locally. Purchases of computer software, accessories or publications associated with OIG training are also covered under this program.

B. Proposed Changes:

- i. Audit, Advisory, and Investigative Services Program: (\$46,000) – This decrease is to internally absorb the mandatory cost of living adjustments (COLAs) increases for 18 House Employee's Position Classification Act (HEPCA)-covered AAIS Program and for three (3) HEPCA-covered OPS Program staffs' salaries. This decrease could potentially reduce the number of contracted audits or audits performed with assistance from contracted subject matter experts. However, the OIG's investment in enhancing staff skills and areas of expertise has positioned the organization to rely less on contractors. Therefore, the OIG is able to absorb this COLA without significant impact to the OIG's mission.
- ii. General Operations Program: \$0 – None.
- iii. Training Program: \$0 – None.

SCHEDULE A – OFFICE OF GENERAL COUNSEL

HOUSE OF REPRESENTATIVES
OFFICE OF GENERAL COUNSEL
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,158	1,210	1,236	26	2.15%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	6	20	12	(8)	(40%)
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	8	11	11	-	-
2400 Printing and Reproduction	3	10	8	(2)	(20%)
2500 Other Services	754	9	5	(4)	(44.44%)
2600 Supplies and Materials	40	47	47	-	-
3100 Equipment	9	34	34	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,979	1,341	1,353	12	0.89%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	10	11	11	-	-

SCHEDULE C – OFFICE OF GENERAL COUNSEL

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF GENERAL COUNSEL

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	1,210	1,236	26	2.15%
Personnel Base	1,210	1,210	-	-
Cost of Living Adjustment Annualized	-	2	2	-
Cost of Living Adjustment	-	12	12	-
Meritorious Increase	-	12	12	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	131	117	(14)	(10.69%)
Legal Representation and Advice	131	117	(14)	(10.69%)
TOTAL	1,341	1,353	12	0.89%
POSITIONS	11	11	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF GENERAL COUNSEL

For salaries and expenses of the Office of General Counsel, \$1,352,987. The fiscal year (FY) 2015 budget is \$12,000 or 0.89% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$1,235,987 for mandatory items, \$131,000 for program current services and a (\$14,000) decrease in program changes.

I. Personnel Details: FY'15 Request – \$1,235,987A. Base: \$1,209,987

- i. The estimated FY'14 personnel compensation will be \$1,209,987.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.17%) 1.0%
- ii. FY'15 Cost of Living Prorated – (0.99%) 1.8%
- iii. FY' 15 Meritorious Increase – 0.98%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$2,000
- ii. FY'15 Cost of Living Prorated – \$12,000
- iii. FY' 15 Meritorious Increase - \$12,000

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$117,000A. Current Services:

- i. Legal Representation and Advice: \$131,000 – Pursuant to Rule II(8) of the Rules of the House of Representatives for the 113th Congress and 2 U.S.C. § 130(f), the Office of General Counsel (OGC) provides legal advice and assistance to Members, committees, officers and employees of the House, without regard to political affiliation, on matters related to their official duties. OGC represents Members, committees, officers and employees, both as parties and witnesses, in litigation arising from or relating to the performance of their official duties and responsibilities. OGC also represents the House itself in

litigation, both as a party and as amicus curie in cases in which the House has an institutional interest.

B. Proposed Changes:

- i. Legal Representation and Advice: (\$14,000) – This proposed decrease is supported by the evaluation of the current and anticipated caseload, as well as historical spending. The decreases reflected in travel, printing and reproduction, and other services offset the anticipated increase in mandatory expenses.

SCHEDULE A – OFFICE OF THE CHAPLAIN

HOUSE OF REPRESENTATIVES
OFFICE OF THE CHAPLAIN
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	172	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	-	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	172	-	-	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	1	-	-	-	-

SCHEDULE C – OFFICE OF THE CHAPLAIN

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE CHAPLAIN

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	-	-	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	-	-	-	-
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE CHAPLAIN

For salaries and expenses of the Office of the Chaplain, \$0. Funding for the Office of the Chaplain has been requested and was provided within the Office of the Clerk. Please reference the Office of the Clerk for more information regarding this request.

SCHEDULE A – OFFICE OF THE PARLIAMENTARIAN

**HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS**

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,582	1,739	1,807	68	3.93%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	34	24	24	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	6	78	61	(16)	(21.17%)
2600 Supplies and Materials	4	39	22	(16)	(42.44%)
3100 Equipment	5	73	56	(16)	(22.62%)
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,632	1,952	1,971	19	0.97%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	12	13	13	-	-

SCHEDULE C – OFFICE OF THE PARLIAMENTARIAN

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE PARLIAMENTARIAN

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	1,739	1,807	68	3.93%
Personnel Base	1,739	1,739	-	-
Cost of Living Adjustment Annualized	-	3	3	-
Cost of Living Adjustment	-	19	19	-
Meritorious Increase	-	46	46	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	214	164	(49)	(23.12%)
Daily Procedural Services	214	164	(49)	(23.12%)
TOTAL	1,952	1,971	19	0.97%
POSITIONS	13	13	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE PARLIAMENTARIAN

For salaries and expenses of the Office of the Parliamentarian, \$1,971,249. The fiscal year (FY) 2015 budget is \$19,000 or 0.97% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$1,807,000 for mandatory items, \$213,649 for program current services and a (\$49,400) decrease in program changes.

I. Personnel Details: FY'15 Request – \$1,807,000A. Base: \$1,738,600

- i. The estimated FY'14 personnel compensation will be \$1,738,600.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.17%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.09%) 1.8%
- iii. Meritorious Increase – 2.64%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$3,000
- ii. FY'15 Cost of Living Prorated – \$19,000
- iii. Meritorious Increase - \$46,400

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request - \$164,249A. Current Services:

- i. Daily Procedural Services: \$213,649 – The Parliamentarian and his staff are available at all times to the Speaker, the Members of the House, and its committees for consultation on legislative and parliamentary procedure. The Parliamentarian also compiles and publishes various sources of the parliamentary law of the House (see sections 28, 28a, and 29 of Title 2, United States Code).

B. Proposed Changes:

- i. Daily Procedural Services: (\$49,400) – In order to partially offset the requested merit increases, we have reduced costs in other services, supplies, and equipment.

SCHEDULE A – OFFICE OF THE LAW REVISION COUNSEL OF THE HOUSE

HOUSE OF REPRESENTATIVES
OFFICE OF THE LAW REVISION COUNSEL OF THE HOUSE
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	2,098	2,259	2,325	66	2.9%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	1	1	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	9	10	10	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	62	633	1,594	960	151.74%
2600 Supplies and Materials	48	69	69	-	-
3100 Equipment	37	115	115	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	2,253	3,088	4,114	1,026	33.23%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	19	21	21	-	-

SCHEDULE C – OFFICE OF THE LAW REVISION COUNSEL OF THE HOUSE

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE LAW REVISION COUNSEL OF THE HOUSE

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	2,259	2,325	66	2.9%
Personnel Base	2,259	2,259	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	5	5	-
Cost of Living Adjustment	-	26	26	-
Meritorious Increase	-	34	34	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	828	1,789	960	115.93%
Codification of the Law	724	684	(40)	(5.46%)
Miscellaneous	12	12	-	-
Modernization Initiative	-	1,000	1,000	-
Publication of the US Code	93	93	-	-
TOTAL	3,088	4,114	1,026	33.23%
POSITIONS	21	21	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE LAW REVISION COUNSEL OF THE HOUSE

For salaries and expenses of the Office of the Law Revision Counsel of the House, \$4,113,587. The fiscal year (FY) 2015 budget is \$1,026,000 or 33.23% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$2,324,587 for mandatory items, \$828,500 for program current services and a \$960,500 increase in program changes.

I. Personnel Details: FY'15 Request – \$2,324,587A. Base: \$2,259,087

- i. The estimated FY'14 personnel compensation will be \$2,259,087.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.22%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.15%) 1.8%
- iii. FY'15 Meritorious Increase – 1.51%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$5,000
- ii. FY'15 Cost of Living Prorated – \$26,000
- iii. FY'15 Meritorious Increase – \$34,500 This increase is for staff raises. These are vital to retention of employees, especially our junior attorneys upon whom the OLRC increasingly relies. The amount for these raises was derived from savings realized in non-personnel categories. Please reference proposed program changes for more information.

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$1,789,000A. Current Services:

- i. Codification of United States Code Titles: \$724,000 – Codification of United States Code titles involves drafting bills to enact individual titles of the Code as positive law and to repeal laws incorporated in the new title. This requires determining which laws should be included in the title to be enacted because they relate to the subject matter of the title. It then entails reorganizing and redrafting those laws as a cohesive package without making any substantive change in existing

law. Provisions that have become obsolete or superseded by later law are omitted and repealed. Along with the bill, a draft committee report is prepared containing a section-by-section explanation of the bill and tables showing the disposition of existing laws affected by the bill.

- ii. Miscellaneous: \$11,500 – Miscellaneous covers administrative functions of the OLRC that are not directly covered under other programs. These expenses include the budget object categories of Travel, Rent, Communications, and Utilities, and Printing.
- iii. Modernization Initiative: \$0 – This House Modernization Initiative is a collaboration between the OLRC and the House Legislative Counsel (HOLC) begun at the behest of House leadership in 2012. Although the OLRC did not receive additional appropriated funding in FY'14 for the House Modernization Initiative, it will continue to execute this program via prior year obligations. The OLRC's part of the Initiative proceeds in three stages: (1) convert the United States Code into XML and develop conversion tools to facilitate its use by other Hill offices; (2) develop a Codification drafting tool to draft bills in XML compatible with current efforts of the HOLC and Senate Legislative Counsel; and (3) develop a Code editing tool which allows the OLRC to edit and maintain the Code in XML. In FY'12, OLRC's part of the Initiative was initially funded with \$1,084,832 of reprogrammed funds, leaving a projected balance of \$1,791,104 to complete the project. In FY'13, the OLRC obligated \$900,000 of its own funds and those of HOLC to continue the Initiative without interruption. Please reference the Proposed Changes section for the anticipated funding needed in FY'15.
- iv. Publication of the United States Code: \$93,000 – Publication of the United States Code involves maintaining an updated database of the official Code, which is a consolidation and codification of the general and permanent laws of the United States organized into titles by subject matter. This database is used to produce Internet versions of the Code. It also is used to print a complete edition of the Code every 6 years and annual cumulative supplements in each of the 5 intervening years. Maintaining the United States Code database involves analyzing each new law to determine whether it affects any existing provisions in the Code or contains any provisions that should be added to the Code. Changes are then incorporated into the Code database, along with editorial matter to document the changes. The tables, index, and non-statutory materials must be updated. All work is carefully reviewed multiple times to ensure the accuracy of the Code.

B. Proposed Changes:

- i. Codification of United States Code Titles: (\$39,500) – This decrease in spending is a result of cuts in non-personnel categories to help offset the requested cost-of-living and merit increases for our staff. These

increases are vital to the retention of mid-level staff, a primary concern of the OLRC.

- ii. Modernization Initiative: \$1,000,000 – This increase represents a continuation of the House Modernization Initiative. In FY'15, we are requesting \$1,000,000 to complete the Initiative in a timely fashion in 2016.

SCHEDULE A – OFFICE OF THE LEGISLATIVE COUNSEL OF THE HOUSE

HOUSE OF REPRESENTATIVES
OFFICE OF THE LEGISLATIVE COUNSEL OF THE HOUSE
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	7,354	7,846	7,846	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	4	5	5	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	37	47	47	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	67	270	720	450	166.67%
2600 Supplies and Materials	63	70	70	-	-
3100 Equipment	25	114	204	90	78.95%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	7,550	8,353	8,893	540	6.46%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	63	67	70	3	4.48%

SCHEDULE C – OFFICE OF THE LEGISLATIVE COUNSEL OF THE HOUSE

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE LEGISLATIVE COUNSEL OF THE HOUSE

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	7,846	7,846	-	-
Personnel Base	7,846	7,846	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Longevity Increase	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	506	1,046	540	106.61%
Drafting Legislation	161	161	-	-
Modernization Initiative	-	540	540	-
Technical and Other Support	226	316	90	39.91%
Transparency Initiatives	120	30	(90)	(75%)
TOTAL	8,353	8,893	540	6.46%
POSITIONS	67	70	3	4.48%

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE LEGISLATIVE COUNSEL OF THE HOUSE

For salaries and expenses of the Office of the Legislative Counsel of the House, \$8,892,975. The fiscal year (FY) 2015 budget is \$540,000 or 6.46% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$7,846,475 for mandatory items, \$506,500 for program current services and a \$540,000 increase in program changes.

I. Personnel Details: FY'15 Request – \$7,846,475A. Base: \$7,846,475.

- i. The estimated FY'14 personnel compensation will be \$7,846,475.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$0
- ii. FY'15 Cost of Living Prorated – \$0

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$1,046,500A. Current Services:

- i. Drafting Legislation: \$161,000 – The principal function of the office, performed by attorneys with the assistance of support staff, is “to advise and assist the House, its committees, and Members in the achievement of a clear, faithful, and coherent expression of legislative policies” (2 U.S.C. 281a). This encompasses the drafting of resolutions, bills, amendments, motions, committee prints, and conference reports for Members of Congress, committees, and their staffs. In support of this function the Office prepares and updates for electronic distribution current compilations of Federal laws not codified in the U.S. Code, for use within the Office as well as by Members’ offices and the public. This compilation function covers ongoing maintenance of highly customized software that is instrumental in efficiently maintaining those compilations. Using these current compilations of existing law, which do not exist elsewhere, the Office prepares, upon the request of House committees, committee report materials showing changes in existing law contained in bills

reported by the committees as required under the Rules of the House (i.e. the "Ramseyer" rule). Increasingly the Ramseyer program is also being used (through a "mini-Ramseyer" adaptation of the program) in showing changes in law being made while legislation is in the earlier process of being drafted. In order to perform our drafting legislation functions for our clients accurately and efficiently, we purchase subscriptions to online publications and other publications. It is occasionally necessary to obtain the assistance by contract of retired former employees with special expertise in certain areas.

- ii. Modernization Initiative: \$0 - This initiative, begun at the end of FY 12 in collaboration with the Office of the Law Revision Counsel and initially funded with FY 12 funds, is an outgrowth of our previous transparency initiative. It covers 6 separate projects with 3 different contractors, and includes (1) 3 projects that improve (A) our system for maintaining and updating statutory compilations, (B) our "drafters' toolbox" applications (consisting of a diverse number of drafting tools in order to improve the accuracy and speed in drafting amendments to law), and (C) our internal information management system and (2) 3 projects that develop (A) an amendment impact program (AIP), that shows the impact of amendments to a bill under consideration, (B) a look-up-and-link program, that links a highlighted text reference to provision of law to that provision of law, and (C) a track changes program, that would enable the drafting of amendments by using a track-change style technology.
- iii. Technical and Other Support: \$225,500 - This program includes the following: The purchase of computer equipment, software, and supplies, including necessary periodic upgrades, other major office furniture, equipment, and supplies, and licensing and equipment maintenance fees. This program also includes our telecommunications costs, including video-conferencing capability. Technical support is also provided by our Systems Administrator and his assistants who need training to keep abreast of developments in the IT field in order to keep our office functioning as effectively as possible. In addition, it covers maintenance and upgrades for our computer servers, both on campus and off-site (in case of an attack or other calamity that destroys our on-site server). Travel and related expenses related to our effort to recruit qualified law school students from a variety of law schools are also funded within this program along with miscellaneous items such as water, miscellaneous periodicals, and other small office purchases.
- iv. Transparency Initiatives: \$120,000 - This program, at its core, originally involved increasing the transparency of legislative drafts for Members and House staff. It became the basis for what is now our modernization initiative and has continued in support of that initiative.

B. Proposed Changes:

- i. Drafting Legislation: \$0 – None.
- ii. Modernization Initiative: \$540,000 – This increase represents a continuation of the House Modernization Initiative. The request for additional funding is sought to continue the project during fiscal year 2015 and complete it within fiscal year 2016. The additional funding comprises the following: (1) \$390,000 for the completion of the “Track Changes” project; (2) \$100,000 for an expansion of the amendment impact project (AIP) to provide additional functionalities that were not identified when the project was first undertaken; and (3) \$50,000 toward improvements that we anticipate for the look-up-and-link project. This is a joint effort with the Office of Law Revision Counsel (LRC). During these fiscal years, LRC will also participate in the execution and completion of this program.
- iii. Technical and Other Support: \$90,000 – This increase reflects an anticipated need for a server upgrade (including labor costs), which occurs every several years.
- iv. Transparency Initiatives: (\$90,000) This decrease reflects the decision not to renew an outside contract for testing-validation services in support of elements of the modernization initiative after fiscal year 2014. The Office will be seeking a more focused, less expensive means of achieving the same underlying objective in fiscal year 2015.

SCHEDULE A – OFFICE OF INTERPARLIAMENTARY AFFAIRS

HOUSE OF REPRESENTATIVES
OFFICE OF INTERPARLIAMENTARY AFFAIRS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	232	410	414	4	0.98%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	10	10	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	6	25	25	-	-
2400 Printing and Reproduction	2	10	10	-	-
2500 Other Services	-	25	25	-	-
2600 Supplies and Materials	40	294	290	(4)	(1.36%)
3100 Equipment	2	40	40	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	282	814	814	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	2	5	5	-	-

SCHEDULE C – OFFICE OF INTERPARLIAMENTARY AFFAIRS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF INTERPARLIAMENTARY AFFAIRS

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	410	414	4	0.98%
Personnel Base	410	410	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	1	1	-
Cost of Living Adjustment	-	3	3	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	404	400	(4)	(0.99%)
Office of Interparliamentary Affairs	404	400	(4)	(0.99%)
TOTAL	814	814	-	-
POSITIONS	5	5	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF INTERPARLIAMENTARY AFFAIRS

For salaries and expenses of the Office of Interparliamentary Affairs, \$814,069. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$414,155 for mandatory items, \$403,914 for program current services and a (\$4,000) decrease in program changes.

I. Personnel Details: FY'15 Request – \$414,155A. Base: \$410,155.

- i. The estimated FY'14 personnel compensation will be \$410,155.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.24%) 1.0%
- ii. FY'15 Cost of Living Prorated – (0.73%) 1.8%
- iii. FY'15 Meritorious Increase – 0%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$1000
- ii. FY'15 Cost of Living Prorated – \$3,000
- iii. FY'15 Meritorious Increase – \$0

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$399,914A. Current Services:

- i. Interparliamentary Affairs: \$403,914 – The Office of Interparliamentary Affairs is responsible for providing direct support for the Speaker's Washington meetings with foreign dignitaries; for coordinating official visits to the House of Representatives by parliamentarians, officers or employees of foreign legislative bodies; for providing direct support for the Speaker's overseas travel; and for providing interparliamentary and overseas travel services to Members of Congress and to foreign governments as well as support for established parliamentary exchanges.

B. Proposed Changes:

- i. Interparliamentary Affairs: (\$4,000) – This decrease in non-personnel expenses will provide adequate funding for mandatory personnel compensation.

SCHEDULE A – TECHNICAL ASSISTANTS

HOUSE OF REPRESENTATIVES
TECHNICAL ASSISTANTS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
				Dollars (\$000)	Percent %
1100 Personnel Compensation	434	479	479	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	-	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	434	479	479	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
				Net Change	Net Change %
POSITIONS	3	3	3	-	-

SCHEDULE C – TECHNICAL ASSISTANTS

**HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
TECHNICAL ASSISTANTS**

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	479	479	-	-
Personnel Base	479	479	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	479	479	-	-
POSITIONS	3	3	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
TECHNICAL ASSISTANTS

For salaries and expenses of the Technical Assistants, \$478,986. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$478,986 for mandatory items.

- I. Personnel Details: FY'15 Request – \$478,986
 - A. Base: \$478,986
 - i. The estimated FY'14 personnel compensation will be \$478,986.
 - B. Budget Calculations:
 - i. FY'14 Cost of Living Annualized – (0%) 1.0%
 - ii. FY'15 Cost of Living Prorated – (0%) 1.8%
 - C. Requested Changes:
 - i. FY'14 Cost of Living Annualized – \$0
 - ii. FY'15 Cost of Living Prorated – \$0
- II. Price Level Details: FY'15 Request – \$0
- III. Program Details: FY'15 Request – \$0
 - A. Current Services: \$0 - None.
 - B. Proposed Changes: \$0 - None.

SCHEDULE A – FORMER SPEAKER'S STAFF

HOUSE OF REPRESENTATIVES
FORMER SPEAKER'S STAFF
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	31	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	2	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	12	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	46	-	-	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – FORMER SPEAKER'S STAFF

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 FORMER SPEAKER'S STAFF

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	-	-	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	-	-	-	-
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

**SALARIES, OFFICERS AND EMPLOYEES
FORMER SPEAKER'S STAFF**

For salaries and expenses of the Former Speaker's Staff, \$0. This office was established in November 2007 (FY'08) per Title 2 of the U.S. Code Chapter 3. The office existed for five (5) consecutive fiscal years and was closed December 2012. Consequently, no request is necessary for FY'15.

SCHEDULE A – TOTAL OTHER AUTHORIZED EMPLOYEES

HOUSE OF REPRESENTATIVES
TOTAL – OTHER AUTHORIZED EMPLOYEES
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
				Dollars (\$000)	Percent %
1100 Personnel Compensation	465	479	479	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	2	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	12	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	480	479	479	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
				Net Change	Net Change %
POSITIONS	3	3	3	-	-

SCHEDULE C – TOTAL OTHER AUTHORIZED EMPLOYEES

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY APPROPRIATIONS
 TOTAL – OTHER AUTHORIZED EMPLOYEES

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	479	479	-	-
Personnel Base	479	479	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	479	479	-	-
POSITIONS	3	3	-	-

SCHEDULE A – OFFICE OF THE HISTORIAN

HOUSE OF REPRESENTATIVES
OFFICE OF THE HISTORIAN
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
				Dollars (\$000)	Percent %
1100 Personnel Compensation	160	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	2	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	-	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	164	-	-	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014	FY 2014
				Net Change	Net Change %
POSITIONS	1	-	-	-	-

SCHEDULE C – OFFICE OF THE HISTORIAN

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE HISTORIAN

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	-	-	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	-	-	-	-
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE HISTORIAN

For salaries and expenses of the Office of the Historian, \$0. Funding for the Office of the Historian has been requested and was provided within the Office of the Clerk. Please reference the Office of the Clerk for more information regarding this request.

SCHEDULE A – TOTAL – SALARIES, OFFICERS AND EMPLOYEES

HOUSE OF REPRESENTATIVES
TOTAL – SALARIES, OFFICERS AND EMPLOYEES
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	102,065	107,162	108,984	1,822	1.7%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	295	447	453	5	1.18%
2200 Transportation of Things	31	12	12	-	-
2300 Rent, Communications, Utilities	5,744	6,248	6,188	(60)	(0.96%)
2400 Printing and Reproduction	55	107	108	1	1.05%
2500 Other Services	20,288	25,575	29,128	3,553	13.89%
2600 Supplies and Materials	2,263	4,500	4,698	199	4.41%
3100 Equipment	12,182	28,604	25,654	(2,949)	(10.31%)
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	142,924	172,655	175,226	2,571	1.49%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	1,072	1,206	1,209	3	0.25%

SCHEDULE C - TOTAL - SALARIES, OFFICERS AND EMPLOYEES

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 TOTAL - SALARIES, OFFICERS AND EMPLOYEES

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	107,162	108,984	1,822	1.7%
Personnel Base	107,162	107,162	-	-
Base Adjustment	-	(1,351)	(1,351)	-
Cost of Living Adjustment Annualized	-	229	229	-
Cost of Living Adjustment	-	1,238	1,238	-
Overtime Pay	-	851	851	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	762	762	-
Meritorious Increase	-	93	93	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	65,493	66,242	749	1.14%
Office of the Clerk	4,650	4,744	94	2.01%
Office of the Sergeant at Arms	5,547	2,627	(2,921)	(52.65%)
Office of the Chief Administrative Officer	51,890	54,079	2,189	4.22%
Office of the Inspector General	1,321	1,275	(46)	(3.48%)
Office of General Counsel	131	117	(14)	(10.69%)
Office of the Parliamentarian-	214	164	(49)	(23.12%)
Office of the Law Revision Counsel of the House	828	1,789	960	115.93%
Office of the Legislative Counsel of the House	506	1,046	540	106.61%
Office of Interparliamentary Affairs	404	400	(4)	(0.99%)
TOTAL	172,655	175,226	2,571	1.49%
POSITIONS	1,206	1,209	3	0.25%

SCHEDULE A – SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS

HOUSE OF REPRESENTATIVES
SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	459	-	500	500	-
2200 Transportation of Things	28	45	45	-	-
2300 Rent, Communications, Utilities	417	595	645	50	8.4%
2400 Printing and Reproduction	33	53	53	-	-
2500 Other Services	1,329	2,124	2,129	5	0.24%
2600 Supplies and Materials	238	322	417	95	29.54%
3100 Equipment	221	355	355	-	-
4200 Insurance Claims/Indemnities	5	8	8	-	-
Total	2,730	3,503	4,153	650	18.56%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C - SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	-	-	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	3,503	4,153	650	18.56%
Administrative Costs	428	1,023	595	138.97%
Technology	3,075	3,130	55	1.79%
TOTAL	3,503	4,153	650	18.56%
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS

For salaries and expenses of the Supplies, Materials, Administrative Costs and Federal Tort Claims, \$4,152,789. The fiscal year (FY) 2015 budget is \$650,000 or 18.6% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$0 for mandatory items, \$3,502,789 for program current services and a \$650,000 increase in program changes.

- I. Personnel Details: FY'15 Request – \$0
 - A. Base: \$0
 - i. The estimated FY'14 personnel compensation will be \$0.
 - B. Budget Calculations:
 - i. FY'14 Cost of Living Annualized – (0.25%) 1.0%
 - ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%
 - C. Requested Changes:
 - i. FY'14 Cost of Living Annualized – \$0
 - ii. FY'15 Cost of Living Prorated – \$0
- II. Price Level Details: FY'15 Request – \$0
- III. Program Details: FY'15 Request – \$4,152,789
 - A. Current Services:
 - i. Administrative Costs: \$1,378,557 – Provides non-personnel funding for supplies, insurance, and printing and graphics for certain Leadership offices.
 - ii. Technology: \$2,124,232 - Provides non-personnel funding for hardware, software, certain telecommunications and contract support for implementation of automated solutions for certain Leadership offices.
 - B. Proposed Changes:
 - i. Administrative Costs: \$595,000 – This increase includes funds necessary to support congressional transition costs associated with the 2014 election.

- ii. Technology: \$55,000 - This increase includes funds necessary to support congressional transition costs associated with the 2014 election.

SCHEDULE A – OFFICIAL MAIL FOR COMMITTEES, LEADERSHIP OFFICES, AND ADMINISTRATIVE OFFICES OF THE HOUSE

HOUSE OF REPRESENTATIVES
 OFFICIAL MAIL FOR COMMITTEES, LEADERSHIP OFFICES, AND ADMINISTRATIVE OFFICES OF THE HOUSE
 BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	94	190	190	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	-	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	94	190	190	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – OFFICIAL MAIL FOR COMMITTEES, LEADERSHIP OFFICES, AND
ADMINISTRATIVE OFFICES OF THE HOUSE

HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICIAL MAIL FOR COMMITTEES, LEADERSHIP OFFICES, AND ADMINISTRATIVE
OFFICES OF THE HOUSE

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	190	190	-	-
Nonmember Other House Offices	100	100	-	-
Nonmember Special and Select Committees	90	90	-	-
TOTAL	190	190	-	-
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
OFFICIAL MAIL FOR COMMITTEES, LEADERSHIP OFFICES, AND ADMINISTRATIVE
OFFICES OF THE HOUSE

For salaries and expenses of the Official Mail for Committees, Leadership Offices, and Administrative Offices of the House, \$190,486. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$0 for mandatory items, \$190,486 for program current services and no program changes.

- I. Personnel Details: FY'15 Request – \$0
 - A. Base: \$0
 - i. The estimated FY'15 personnel compensation will be \$0.
 - B. Budget Calculations:
 - i. FY'14 Cost of Living Annualized – (0%) 1.0%
 - ii. FY'15 Cost of Living Prorated – (0%) 1.8%
 - C. Requested Changes:
 - i. FY'14 Cost of Living Annualized – \$0
 - ii. FY'15 Cost of Living Prorated – \$0
- II. Price Level Details: FY'15 Request – \$0
- III. Program Details: FY'15 Request – \$190,486
 - A. Current Services:
 - i. Official Mail (Non Members): \$190,486 – This account pays for the official frank for non-Member offices. Examples of items that are charged to this account include the monthly earning statements and open season information mailed to employees. This account was established at the same time the three component parts of the MRA were consolidated into one allowance. Previously, there was one Official Mail account for the House; however, it became necessary to break out the Member mail account from the non-Member mail account for better tracking purposes.
 - B. Proposed Changes:
 - i. Official Mail (Non Members): \$0 - None.

SCHEDULE A – GOVERNMENT CONTRIBUTIONS

HOUSE OF REPRESENTATIVES
GOVERNMENT CONTRIBUTIONS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	44	-	-	-	-
1200 Personnel Benefits	245,617	258,081	258,081	-	-
1300 Benefits to Former Personnel	3,869	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	412	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	249,942	258,081	258,081	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – GOVERNMENT CONTRIBUTIONS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 GOVERNMENT CONTRIBUTIONS

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	258,081	258,081	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Personnel Benefits	258,081	258,081	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	258,081	258,081	-	-
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
GOVERNMENT CONTRIBUTIONS

For salaries and expenses of Government Contributions, \$258,081,289. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$258,081,289 for mandatory items, \$0 for program current services and no program changes.

- I. Personnel Details: FY'15 Request – \$258,081,289
 - A. Base: \$258,081,289
 - i. The estimated FY'14 personnel benefits will be \$258,081,289.
 - B. Budget Calculations:
 - i. Cost estimates are based on thirty-eight (38) cents in benefit costs for every personnel dollar estimated to be earned in FY'14, which is \$686,473,337.
 - C. Requested Changes:
 - i. FY'15 Personnel Benefits – \$0
- II. Price Level Details: FY'15 Request – \$0
- III. Program Details: FY'15 Request – \$0
 - A. Current Services:
 - i. Federal Employee's Retirement System (FERS): FERS contributions were deemed mandatory coverage for employees hired after January 1, 1984 and applies to employees hired from January 1, 1984 through December 31, 2012.
 - ii. Federal Employees' Retirement System – Revised Annuity Employee (FERS-RAE): The retirement plan is effective for staff with appointments from January 1, 2013 to December 31, 2013. Exceptions apply for staff previously employed by the federal government who may be eligible for FERS. The government contribution to the FERS-RAE plan is 9.6% versus 16.7% for FERS employees.
 - iii. Federal Employees' Retirement System – Further Revised Annuity Employee (FERS-FRAE): The retirement plan is effective for staff with appointments from January 1, 2014 and later. Exceptions apply for staff previously employed by the federal government who may be eligible for FERS or FERS-RAE. The government contribution to the FERS-FRAE plan is 9.6% versus 16.7% for FERS employees.

- iv. Civil Service Retirement System (CSRS)/Civil Service Retirement Offset (CSRO): Due to mandatory FERS coverage for new employees, the number of CSRS and CSRO employees continues to decrease each year. Some returning employees with a break in federal service of less than 365 days are eligible to return under CSRS. If an employee's break in service is greater than 365 days, they have 5 years of federal service and have not taken a refund of their deposit then they are eligible for the CSRO system.
- v. Thrift Savings Plan (TSP): The percentage of government contributions to the Thrift Savings Plan continues to grow as employees shift to the FERS, FERS-RAE, and FERS-FRAE retirement programs. Per P.L. 111-31, passed on June 22, 2009, all employees will be automatically enrolled in the Thrift Savings Plan at a 3% contribution of their gross pay. Employees will have the option to increase their contributions or cancel their contributions.
- vi. Federal Insurance Contributions Act (FICA): Like FERS, FICA was also deemed mandatory for employees hired after January 1, 1984. The current contribution rate is 6.2% on a wage base limit of \$117,000. The wage base limit is the maximum wage that contributions are paid on.
- vii. Medicare: The House has withheld the employer's portion of Medicare since January 1, 1983, which is currently 1.45%. There is no wage base limit for Medicare contributions. All covered wages are subject to the Medicare tax.
- viii. Federal Employees Health Benefit Program (FEHB): This program provides health care benefits to employees who enroll in the program. The House has adopted the FEHB program, the same as the Executive branch. Members and certain designated staff are not eligible for this program effective January 1, 2014.
- ix. Affordable Care Act (ACA) Health Exchange: Section 1312 (d)(3)(D) of the Patient Protection and Affordable Care Act (ACA) requires that, effective January 1, 2014, Members and designated staff may only obtain healthcare benefits from plans offered through a healthcare exchange created under the ACA.
- x. Life Insurance: This program covers the cost of Basic Life insurance for active employees and is based on the Basic Life insurance amount. The employee pays two-thirds of the total cost and the government pays one-third. The employee pays the total cost of additional optional insurance.
- xi. Unemployment Compensation: This covers the House's share of unemployment costs for employees who are terminated or because their Member is not re-elected to Congress.

- xii. Flexible Spending Accounts: Provides funding for a third party administration fee for managing the Flexible Spending Accounts (FSAFEDS) program. Effective April 1, 2005, the House adopted the Office of Personnel Management's FSAFEDS program. The program includes two types of accounts. The first can be used to pay for eligible health care expenses not covered under an employee's insurance plan. The second is for dependent care expenses for childcare and for adult dependents.
- xiii. Student Loan Repayment Program (SLRP): The House authorized the SLRP in P.L. 108-7. The Committee on House Administration, in conjunction with the Chief Administrative Officer, implemented the SLRP in May 2003. Under this program, an employing office of the House of Representatives may agree to repay any federally insured student loan previously taken out by the employee.
- xiv. Centralized Transit Benefits: To encourage Members, Officers and employees of the U.S. House of Representatives to use public transportation systems to commute to and from work, House offices are required to offer qualified employees a transit pass transportation benefit (transit benefit). This is provided as a tax-free benefit. The value of a qualified transit pass may not exceed an amount equal to the employee's actual commuting costs or the maximum level allowed by Title 26, U.S.C. 132(f)(2), *whichever is less*.
- xv. U.S. Capitol Telephone Exchange: A Memorandum of Understanding provides that the House shall reimburse the Senate for expenses incurred by the Senate with respect to employees of the US Capitol telephone exchange (2 USC 2168(e)).

B. Proposed Changes:

- i. None.

SCHEDULE A – BUSINESS CONTINUITY/DISASTER RECOVERY

HOUSE OF REPRESENTATIVES
BUSINESS CONTINUITY/DISASTER RECOVERY
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	54	158	158	-	-
2200 Transportation of Things	-	5	5	-	-
2300 Rent, Communications, Utilities	3,995	5,908	5,908	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	1,132	1,151	1,151	-	-
2600 Supplies and Materials	326	194	194	-	-
3100 Equipment	2,816	8,801	8,801	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	8,325	16,217	16,217		
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – BUSINESS CONTINUITY/DISASTER RECOVERY

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 BUSINESS CONTINUITY/DISASTER RECOVERY

	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
			Dollars (\$000)	Percent %
A. MANDATORY CHANGE	-	-	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	16,217	16,217	-	-
Business Continuity/Disaster Recovery	16,217	16,217	-	-
TOTAL	16,217	16,217	-	-
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
BUSINESS CONTINUITY/DISASTER RECOVERY

For salaries and expenses of the Business Continuity/Disaster Recovery, \$16,217,008. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$0 for mandatory items, \$16,217,008 for program current services and no program changes.

I. Personnel Details: FY'15 Request – \$0

A. Base: \$0

- i. The estimated FY'14 personnel compensation will be \$0.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0%) 1.0%
ii. FY'15 Cost of Living Prorated – (0%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$0
ii. FY'15 Cost of Living Prorated – \$0

II. Price Level Details: FY'15 Request – \$0

III. Program Details: FY'15 Request – \$16,217,008

A. Current Services:

- i. Business Continuity/Disaster Recovery: \$16,217,008 – The Business Continuity/Disaster Recovery (BC/DR) program provides for the planning and implementation of improvements in infrastructure, systems, information security, emergency response capabilities, and business continuity capabilities of the U.S. House of Representatives. This program covers the sustainment costs for capabilities implemented post 9/11.

B. Proposed Changes:

- i. Business Continuity/Disaster Recovery: \$0 – None.

SCHEDULE A – TRANSITION ACTIVITIES

**HOUSE OF REPRESENTATIVES
TRANSITION ACTIVITIES
BY OBJECT CLASS**

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	347	-	782	782	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	1,028	1,631	2,879	1,248	76.46%
2600 Supplies and Materials	33	-	76	76	-
3100 Equipment	326	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,733	1,631	3,737	2,106	129.05%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – TRANSITION ACTIVITIES

**HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
TRANSITION ACTIVITIES**

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	-	-	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	1,631	3,737	2,106	129.05%
Transition Activities	1,631	3,737	2,106	129.05%
TOTAL	1,631	3,737	2,106	129.05%
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
TRANSITION ACTIVITIES

For salaries and expenses of the Transition Activities, \$3,737,000. The fiscal year (FY) 2015 budget is an increase of \$2,105,513 or 129.1% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$0 for mandatory items, \$1,631,487 for program current services and \$2,105,513 increase in program changes.

- I. Personnel Details: FY'15 Request – \$0
 - A. Base: \$0
 - i. The estimated FY'14 personnel compensation will be \$0.
 - B. Budget Calculations:
 - i. FY'14 Cost of Living Annualized – (0%) 1.0%
 - ii. FY'15 Cost of Living Prorated – (0%) 1.8%
 - C. Requested Changes:
 - i. FY'14 Cost of Living Annualized – \$0
 - ii. FY'15 Cost of Living Prorated – \$0
- II. Price Level Details: FY'15 Request – \$0
- III. Program Details: FY'15 Request – \$3,737,000
 - A. Current Services:
 - i. Transition Activities: \$1,631,487 – This request provides funding for transition operations activities. Transition occurs biennially (odd years). Transition operations include furniture purchases, replacement of drapes and carpeting, rental of warehouse space for furniture storage, transition contractor support in telecommunications and financial services, and office supplies.
 - B. Proposed Changes:
 - i. Transition Activities: \$2,105,513 – This increase is primarily comprised of contractor support necessary to assist in all aspects of office moves as well as staff augmentation to provide telecommunication services and computer de-install/re-install during the 114th Congressional transition. This increase supports a transition of sixty (60) offices.

SCHEDULE A – WOUNDED WARRIOR PROGRAM

HOUSE OF REPRESENTATIVES
WOUNDED WARRIOR PROGRAM
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,598	2,250	2,250	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	83	220	220	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	2	2	-	-
2400 Printing and Reproduction	2	7	7	-	-
2500 Other Services	-	6	6	-	-
2600 Supplies and Materials	5	15	15	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,690	2,500	2,500	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	33	50	50	-	-

SCHEDULE C – WOUNDED WARRIOR PROGRAM

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 WOUNDED WARRIOR PROGRAM

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	2,250	2,250	-	-
Personnel Base	2,250	2,250	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	250	250	-	-
Wounded Warrior Program	250	250	-	-
TOTAL	2,500	2,500	-	-
POSITIONS	50	50	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
WOUNDED WARRIOR PROGRAM

For salaries and expenses of the Wounded Warrior Program, \$2,500,000. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$2,250,000 for mandatory items, \$250,000 for program current services and no program changes.

I. Personnel Details: FY'15 Request – \$2,250,000A. Base: \$2,250,000

- i. The estimated FY'14 personnel compensation will be \$2,250,000.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0%) 1.0%
- ii. FY'15 Cost of Living Prorated – (0%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$0
- ii. FY'15 Cost of Living Prorated – \$0

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$250,000A. Current Services:

- i. Wounded Warrior Program: \$250,000 – The Wounded Warrior Program was established to create fellowships that provide employment opportunities for wounded or disabled veterans within the U.S. House of Representatives. Positions may become available in Member, Committee and Leadership offices in Washington, D.C. and in district offices nationwide. Those selected for the program will be given the opportunity to rotate into various positions and, if a fit is found, transition into full-time employment. The positions are filled by veterans who have served on active duty since September 11, 2001, had less than 20 years of service and have a minimum 30 percent service-connected disability rating from either a military Physical Evaluation Board or the Department of Veterans Affairs. The 30 percent threshold was established to target those injured veterans who are more likely to need this type of employment opportunity. If a fellowship is located within a Member's district, the appointment is contingent on the Representative's continuous representation of that district. Wounded Warrior Fellows are hired to fill specific vacancies

in the offices of participating Members. Their salaries are paid for by the Chief Administrative Officer (CAO), and the fellows do not count against the personnel ceilings of the participating Member offices. Although full time employment is not guaranteed at the conclusion of the two year fellowship, Members or Officers assigned a fellow are reminded the purpose of the program is to facilitate long-term employment with the House of Representatives. Consideration should be given to reaching that goal sometime before the expiration of the two year fellowship. The performance and progress of each fellow is tracked closely by the Director of the Wounded Warrior Program. Workspace modifications may be accommodated, when possible, to provide maximum opportunities to those veterans who meet the job qualifications and have the desired skill sets to fill a position, notwithstanding their physical limitations. All wounded warriors hired to the fellowship program appear on the rolls of the CAO and will be entitled to the same benefits as other House employees.

B. Proposed Changes:

- i. Wounded Warrior Program: \$0 – None.

SCHEDULE A – OFFICE OF CONGRESSIONAL ETHICS

HOUSE OF REPRESENTATIVES
OFFICE OF CONGRESSIONAL ETHICS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	918	1,080	1,098	18	1.67%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	72	85	85	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	29	35	35	-	-
2400 Printing and Reproduction	-	3	3	-	-
2500 Other Services	137	202	198	(4)	(1.99%)
2600 Supplies and Materials	81	50	54	4	8.06%
3100 Equipment	6	12	12	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,244	1,467	1,485	18	1.23%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	8	10	10	-	-

SCHEDULE C – OFFICE OF CONGRESSIONAL ETHICS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF CONGRESSIONAL ETHICS

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	1,080	1,098	18	1.67%
Personnel Base	1,080	1,080	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	3	3	-
Cost of Living Adjustment	-	15	15	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES				
C. PROGRAM CHANGES	387	387	-	-
Administration	387	387	-	-
TOTAL	1,467	1,485	18	1.23%
POSITIONS	10	10	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
OFFICE OF CONGRESSIONAL ETHICS

For salaries and expenses of the Office of Congressional Ethics, \$1,485,030. The fiscal year (FY) 2015 budget is \$18,000 or 1.23% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$1,098,000 for mandatory items, \$387,030 for program current services and no program changes.

I. Personnel Details: FY'15 Request – \$1,098,000

A. Base: \$1,080,000

- i. The estimated FY'14 personnel compensation will be \$1,080,000.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.25%) 1.0%
ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized - \$3,000
ii. FY'15 Cost of Living Prorated - \$15,000

II. Price Level Details: FY'15 Request – \$0

III. Program Details: FY'15 Request – \$387,030

A. Current Services:

- i. Administration: \$387,030 – According to Section 1(a) of H. Res. 895, the Office of Congressional Ethics (OCE) has been established “for the purpose of assisting the House in carrying out its responsibilities under article I, section 5, clause 2 of the Constitution (commonly referred to as the ‘Discipline Clause’),...” This program funds all non-personnel expenses associated with daily operations, research and investigations such as travel, transportation of things, contractor support, supplies, equipment, subscriptions and annual maintenance contracts, etc.

B. Proposed Changes:

- i. Administration: \$0 – None.

SCHEDULE A – MISCELLANEOUS ITEMS

HOUSE OF REPRESENTATIVES
MISCELLANEOUS ITEMS
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	715	475	475	-	-
2100 Travel	151	185	185	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	1	1	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	31	34	34	-	-
2600 Supplies and Materials	19	25	25	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	916	720	720	-	-
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – MISCELLANEOUS ITEMS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 MISCELLANEOUS ITEMS

	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
			Dollars (\$000)	Percent %
A. MANDATORY CHANGE	-	-	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	720	720	-	-
Gratuities to Beneficiaries of Deceased Staff	475	475	-	-
House Autos	215	215	-	-
Interparliamentary Receptions	30	30	-	-
TOTAL	720	720	-	-
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
MISCELLANEOUS ITEMS

For salaries and expenses of the Miscellaneous Items, Miscellaneous Items, \$720,247. The fiscal year (FY) 2015 budget is flat with the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$0 for mandatory items, \$720,247 for program current services and no program changes.

I. Personnel Details: FY'15 Request – \$0A. Base: \$0

- i. The estimated FY'14 personnel compensation will be \$0.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized - \$0
- ii. FY'15 Cost of Living Prorated - \$0

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$720,247A. Current Services:

- i. Gratuities to Heirs of Deceased Employees: \$475,000 – This program funds and pays gratuities to heirs of deceased House employees.
- ii. House Automobiles: \$215,247 – This program funds the purchase, exchange, maintenance, repair and operation of House motor vehicles.
- iii. Interparliamentary Receptions: \$30,000 – The purpose of this program is “to enable the House of Representatives more properly to discharge and coordinate its activities and responsibilities in connection with participation in various interparliamentary institutions and to facilitate the interchange and reception in the United States of members of foreign legislative bodies and permanent officials of foreign government”, pursuant to House Resolution 348 (June 29, 1961).

B. Proposed Changes:

- i. None.

SCHEDULE A - TOTAL - ALLOWANCES AND EXPENSES

HOUSE OF REPRESENTATIVES
TOTAL - ALLOWANCES AND EXPENSES
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014 Net Change	FY 2014 Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	2,560	3,330	3,348	18	0.54%
1200 Personnel Benefits	245,617	258,081	258,081	-	-
1300 Benefits to Former Personnel	4,584	475	475	-	-
2100 Travel	819	649	1,149	500	77.08%
2200 Transportation of Things	29	50	50	-	-
2300 Rent, Communications, Utilities	4,883	6,731	7,563	832	12.36%
2400 Printing and Reproduction	36	63	63	-	-
2500 Other Services	4,068	5,148	6,397	1,248	24.25%
2600 Supplies and Materials	702	606	781	175	28.9%
3100 Equipment	3,370	9,169	9,169	-	-
4200 Insurance Claims/Indemnities	5	8	8	-	-
Total	266,674	284,310	287,084	2,774	0.98%
	FY 2013	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Actuals	Enacted	Estimate	FY 2014 Net Change	FY 2014 Net Change %
POSITIONS	41	60	60	-	-

SCHEDULE C – TOTAL – ALLOWANCES AND EXPENSES

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 TOTAL – ALLOWANCES AND EXPENSES

	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	261,411	261,429	18	0.01%
Personnel Base	3,330	3,330	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	3	3	-
Cost of Living Adjustment	-	15	15	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	258,081	258,081	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	22,899	25,655	2,756	12.03%
Supplies, Materials, Administrative Costs and Federal Tort Claims	3,503	4,153	650	18.56%
Official Mail for Committees, Leadership Offices, and Administrative Offices of the House	190	190	-	-
Business Continuity/Disaster Recovery	16,217	16,217	-	-
Transition Activities	1,631	3,737	2,106	129.05%
Wounded Warrior Program	250	250	-	-
Congressional Ethics	387	387	-	-
Miscellaneous Items	720	720	-	-
TOTAL	284,310	287,084	2,774	0.98%
POSITIONS	60	60	-	-

SCHEDULE A – JOINT COMMITTEE ON TAXATION

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	8,261	9,000	9,145	145	1.61%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	16	17	17	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	75	105	105	-	-
2400 Printing and Reproduction	3	6	6	-	-
2500 Other Services	64	205	205	-	-
2600 Supplies and Materials	272	320	320	-	-
3100 Equipment	343	351	351	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	9,035	10,004	10,149	145	1.45%
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	64	77	77	-	-

SCHEDULE C – JOINT COMMITTEE ON TAXATION

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 JOINT COMMITTEE ON TAXATION

	FY 2014	FY 2015	FY 2015 vs.	FY 2015 vs.
	Enacted	Estimate	FY 2014	FY 2014
	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
			Dollars (\$000)	Percent %
A. MANDATORY CHANGE	9,000	9,145	145	1.61%
Personnel Base	9,000	9,000	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	23	23	-
Cost of Living Adjustment	-	122	122	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	1,004	1,004	-	-
Joint Committee on Taxation Miscellaneous	1,004	1,004	-	-
TOTAL	10,004	10,149	145	1.45%
POSITIONS	77	77	-	-

Explanation of Changes Shown on Schedule C

JOINT COMMITTEE ON TAXATION

For salaries and expenses of the Joint Committee on Taxation, \$10,149,000. The fiscal year (FY) 2015 budget is \$145,000 or 1.45% above the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$9,145,000 for mandatory items, \$1,004,000 for program current services and no program changes.

I. Personnel Details: FY'15 Request – \$9,145,000A. Base: \$9,000,000

- i. The estimated FY'14 personnel compensation will be \$9,000,000.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0.26%) 1.0%
- ii. FY'15 Cost of Living Prorated – (1.35%) 1.8%
- iii. FY'15 Meritorious Increase – 0%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$23,000
- ii. FY'15 Cost of Living Prorated – \$122,000
- iii. FY'15 Meritorious Increase – \$0

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$1,004,000A. Current Services:

- i. Miscellaneous: \$1,004,000 – The Joint Committee on Taxation provides support to the House and Senate with respect to revenue legislation. The staff prepares background materials for committee hearings, markup documents, committee reports, statements of managers, revenue estimates, and other economic analysis for all tax legislation considered by Congress. The Joint Committee prepares special reports as may be requested by the Chairman and Vice Chairman, and reviews income tax treaties for the Senate Foreign Relations Committee. The Joint Committee staff also reviews all tentative large income tax refunds prior to their payments by the Internal Revenue Service.

B. Proposed Changes:

- i. Miscellaneous: \$0 – None.

SCHEDULE A – OFFICE OF THE ATTENDING PHYSICIAN

HOUSE OF REPRESENTATIVES
OFFICE OF THE ATTENDING PHYSICIAN
BY OBJECT CLASS

	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	157	162	162	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	8	50	50	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	66	100	100	-	-
2400 Printing and Reproduction	3	3	3	-	-
2500 Other Services	1,650	2,678	2,539	(139)	(5.19%)
2600 Supplies and Materials	397	347	447	100	28.82%
3100 Equipment	8	60	70	10	16.67%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	2,289	3,400	3,371	(29)	(0.85%)
	FY 2013	FY 2014	FY 2015	FY 2015 vs. FY 2014	FY 2015 vs. FY 2014
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

SCHEDULE C – OFFICE OF THE ATTENDING PHYSICIAN

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 OFFICE OF THE ATTENDING PHYSICIAN

	FY 2014 Enacted Dollars (\$000)	FY 2015 Estimate Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Dollars (\$000)	FY 2015 vs. FY 2014 Net Change Percent %
A. MANDATORY CHANGE	162	162	-	-
Personnel Benefits	162	162	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	3,238	3,209	(29)	(0.9%)
Miscellaneous	613	723	110	17.94%
Reimbursement to the Navy	2,625	2,486	(139)	(5.3%)
TOTAL	3,400	3,371	(29)	(0.85%)
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

OFFICE OF THE ATTENDING PHYSICIAN

For salaries and expenses of the Office of the Attending Physician, \$3,371,000. The fiscal year (FY) 2015 budget is (\$29,000) or (.85%) below the *Consolidated Appropriations Act, 2014* per Public Law 113-76.

This amount includes \$162,000 for mandatory items, \$3,238,000 for program current services and a (\$29,000) in program changes.

I. Personnel Details: FY'15 Request – \$162,000A. Base: \$162,000

- i. The estimated FY'14 personnel benefits will be \$162,000.

B. Budget Calculations:

- i. FY'14 Cost of Living Annualized – (0%) 1.0%
- ii. FY'15 Cost of Living Prorated – (0%) 1.8%

C. Requested Changes:

- i. FY'14 Cost of Living Annualized – \$0
- ii. FY'15 Cost of Living Prorated – \$0

II. Price Level Details: FY'15 Request – \$0III. Program Details: FY'15 Request – \$3,209,000A. Current Services:

- i. Miscellaneous: \$613,000 – The Office of the Attending Physician provides medical services to House and Senate staff. Services and supplies provided include the following: consumable supplies of medicines (injection and oral) for chemical/biological warfare, continuing education and associated travel costs, required supplies for House and Senate staff/OEC, CPR/AED and First Aid training, cost of maintenance of MeRV and cost of drivers' training, equipment to directly support continuity of operations; prophylactic medications, immunizations, physical exams, dietary information, therapy supplies, consumable supplies for all health units on Capitol Hill, laboratory chemicals and reagents, equipment purchases, contracts for equipment maintenance and service, and administrative supplies; on-going training to maintain licensure and certifications, and to increase knowledge of clinical issues. Additional expenses include costs incurred with communication devices, X-ray, laboratory, maintenance

of electronic medical records, computers, contracts for maintenance and user fees, and mobile capability upkeep, telephone charges, wireless communications capabilities, and other costs incurred with training.

- ii. Reimbursement to the Navy: \$2,625,000 – The Office of the Attending Physician (OAP) has an ongoing contract with the Department of the Navy for services including medical staff and equipment.

B. Proposed Changes:

- i. Miscellaneous: \$110,000 – This increase is requested to fund costs associated with the opening of the new health unit in the Russell Senate Office Building.
- ii. Reimbursement to the Navy: (\$139,000) – This reduction is a result of an anticipated decrease in the cost of the Navy contract in fiscal year 2015.

**Appendices to the U.S. House of Representatives
Zero Based Budgeting for FY2015 Request**

During the formulation of FY2015, several offices throughout the U.S. House of Representatives utilized principles of Zero Based Budgeting (ZBB) to develop their request in a more efficient and transparent manner. The Appendix provides additional information regarding how each of the offices derived their requests utilizing principles of ZBB. The Appendices for each House Office are in the following order:

- Office of the Clerk
- Office of the Sergeant At Arms
- Office of the Chief Administrative Officer
- Office of the Inspector General
- Office of the General Counsel
- Office of the Parliamentarian
- Office of the Law Revision Counsel
- Office of the Legislative Counsel
- Office of Interparliamentary Affairs
- Office of Congressional Ethics

**Office of the Clerk
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

The Office of the Clerk of the House of Representatives was established constitutionally in 1789. The duties of the Office are mandated by law, House Rules (II and VII), policies and traditions of the House.

Mission Statement

The mission of the Office of the Clerk is to provide procedural assistance and support necessary for the orderly conduct and dissemination of the official business of the House.

FY'15 Budget Request
\$24,638,973

Strategic Plan

The Office of the Clerk aims to be an organization of highly professional staff that leads in providing innovative legislative services and support to the House, while protecting the integrity and traditions of the institution.

Functional Components

The functional components of the Office of the Clerk are as follows:

Immediate Office - Supplies support to all other office components. It also manages the office and supervises the staff of any deceased, resigned, or expelled Member until a successor is elected.

Legislative Operations - Coordinates the services of the Bill and Enrolling Clerks, the Journal Clerks, the Tally Clerks, the Daily Digest, and the Floor Action Reporting. This office also provides support pertaining to the Clerk's legislative duties. Among the duties of this office are receiving and processing official papers; compiling and publishing the daily minutes of House proceedings; operating the electronic voting system and overseeing the recording of votes; preparing messages to the Senate regarding passed legislation; and reading the bills, resolutions, amendments, motions, and Presidential messages that come before the House. The Office of Legislative Operations also prepares the summaries and schedules of House activities published in the Daily Digest section of the *Congressional Record*.

Legislative Computer Systems (LCS) - LCS provides technical support for offices under the Clerk and maintains the electronic voting system on the House Floor.

Official Reporters The Official Reporters transcribes House proceedings verbatim for publication in the *Congressional Record* and provides stenographic support to Committees for all hearings, meetings, and mark-up sessions.

Legislative Resource Center (LRC) LRC ensures that House legislative and membership information is accessible to all. LRC supplies House Members with the documents under consideration on the House Floor. LRC also gathers and verifies information on actions by House Committees and the President of the United States regarding legislation. The data are stored in the Legislative Information Management System (LIMS), an in-house system that tracks all legislation from its introduction on the House Floor to its signing by the President. LRC manages lobbying disclosure filings as well as public disclosure forms from all House Officers, Members, and staff and makes disclosure registrations and reports accessible to the public. LRC compiles and publishes official lists and informational publications about the House-including Member, Committee, and House office information as well as nominee and election statistics-and serves as the repository and a disseminator of official House legislative documents and publications. LRC also supports congressional offices with orders for official stationery and envelopes and other print services and responds to congressional and public inquiries regarding legislative information about Congress.

Capitol Service Groups The Capitol Service Groups provide support services to the maintenance of the Republican and Democratic Cloakrooms, the Lindy Claiborne Boggs Congressional Women's Reading Room, the Members and Family Committee Room, and the Capitol Prayer Room.

Office of House Employment Counsel (OHEC) - OHEC provides advice about employment practices and acts as legal representation for all employing authorities in the House.

Office of Communications - The Office of Communications provides comprehensive creative services to all divisions of the Office of the Clerk. Offerings include message positioning and branding, Web and print content development and management, graphic and interactive Web design, event and architectural photography, event support, email marketing, and social media consulting.

Office of Arts & Archives and Office of the Historian - These Offices research and collect more than 200 years of House history in the form of documents, artifacts, biographical information, historical information, historical analysis, and artwork, providing a variety of services concerning historical publications, the House Collection, and the records of the House. The Offices maintain the House entries of the *Biographical Directory of the United States Congress* and present original research in publications such as *Women in Congress, 1917-2006* and *Black Americans in Congress, 1870-2007*. The Offices curate the House Collection of fine art and historical artifacts, collecting and caring for the more than 2,000 objects, resulting in

exhibitions, publications, and commissions. The Offices also process the records of the House and oversees their eventual safe transfer to the National Archives, help House committees and officers identify records for permanent retention, and provide management advice to Members for their congressional papers.

Zero Based Budgeting Applied

At the beginning of the FY 2015 budget cycle we asked the head of each organization to prepare their request by first determining the level of service which is currently essential to support required House activities. Also at this time we asked them to add any new service requirements that were 'in the pipeline' for FY 2015; as well as eliminating any service requirements that were being discontinued for the budget year. After the level of service was determined the managers then recreated their organization and developed the budget needed to deliver those services critical to House operations. Both personnel and non-personnel costs were developed from the ground up.

**Office of the Sergeant at Arms
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

The Sergeant at Arms is an Officer of the House of Representatives whose duties are mandated in law, House rules, customs, and policies. Under the authority of House Rule II, the Sergeant at Arms serves as the House's chief law enforcement and chief protocol officer. The Sergeant at Arms is responsible for administering the security of Members of Congress, Congressional staff, visitors, and property within the Capitol complex while maintaining open access to the People's House. The Sergeant at Arms is also charged with maintaining order and decorum in the House Chamber.

Mission Statement

The Office of the Sergeant at Arms is focused on providing the maximum degree of support to Members of Congress and their staff. This is accomplished by coordinating police, protocol, and administrative services as a highly integrated, flexible, and professional organization.

FY'15 Budget Request

\$12,057,729

Functional Components

The employees of the Office of the Sergeant at Arms are our most valued assets and have a shared responsibility in fulfilling our mission of service towards the House community. The Office is comprised of six divisions with 132 authorized positions. Staff within each division (functional component) of the Office of the Sergeant at Arms are tasked with providing essential services in support of the Constitutional roles and responsibilities of the House of Representatives.

Immediate Office - The Sergeant at Arms Immediate Office oversees and administers all divisions within the organization. The Immediate Office is made up of Administrative staff, and Police Services/Law Enforcement staff. Administrative staff provide general administrative support for all divisions within the organization. Police Services/Law Enforcement staff provide logistical and security support for on and off campus events involving Members of Congress. To support these activities funding is requested for 11 positions. The decrease in funding for this functional component is due in large part to the non-recurring purchase of supplies and materials (Member and spouse pins and license plates needed for the 114th Congress) that were purchased in fiscal year 2014.

Protocol and Chamber Operations – The division of Protocol and Chamber Operations is comprised of the following sections: Chamber Security, Chamber Support Services and the House Appointments

Desks. Chamber Security and Chamber Support Services staff facilitate access to and maintain decorum in the House Chamber. Appointments Desk staff facilitate access to the Capitol Building for visitors on official business. To support these activities funding for 43 positions is requested for personnel.

House Garages and Parking Security – The division of House Garages and Parking Security is responsible for the safety and security of all vehicles and pedestrians in the House garages and parking areas. Staff in this division enforces the parking policies and allocations set forth by the Committee on House Administration. To support these activities funding for 42 positions is requested for personnel.

House Security Office – The House Security Office serves as a central location to oversee the issuance, administration, and verification of all House of Representatives security clearances. This division also serves as a central repository for classified materials and is responsible for receiving, controlling, transmitting, storing, and destroying classified information. Staff in this division provides training for Members of Congress and House staff on the protocols and responsibilities in handling and storing of classified materials, foreign travel, counterintelligence, and operations security. To support these activities funding for 5 positions is requested for personnel. The decrease in funding for this functional component is due to the non-recurring costs associated with the purchase of upgrades to the document system used to store, retrieve, and safeguard classified information in fiscal year 2014.

Information Services – The division of Information Services consists of Information Technology and Identification Services. The Information Technology section provides technical support for the entire organization. The Identification Services section assists with the security of the Capitol complex by issuing identification badges to all authorized personnel employed by the House of Representatives and the Architect of the Capitol. To support these activities funding for 12 positions is requested for personnel. The increase in funding for this functional component is due in large part to the purchase of software and costs associated with hardware/software maintenance.

Office of Emergency Management – The division of Emergency Management serves as the focal point for the House of Representatives emergency planning and continuity programs. The division manages the House of Representatives life safety support programs, the House Operations Center, and internal continuity activities for the Office of the Sergeant at Arms. To support these activities funding for 14 positions is requested for personnel. Funding requested for non-personnel items includes continued consultant/contracted services to assist with emergency planning and preparedness programs and operations. The decrease in funding for this functional component is due in large part to non-recurring costs associated with garage security enhancements in addition to equipment purchased in fiscal year 2014.

Zero Based Budgeting Applied

In the spirit of zero based budgeting the goal of the Sergeant at Arms is to continue to provide exceptional services to the Congressional community. While we have an authorized ceiling of 132 positions we are only requesting funding for 127 positions.

**Office of the Chief Administrative Officer
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

The Chief Administrative Officer (CAO) is an Officer of the House and is elected by majority vote of Members at the start of each Congress. Pursuant to House Rule II, the CAO directs non-legislative, budgetary, financial and administrative functions of the House subject to the oversight of the Committee on House Administration.

Mission Statement

The core mission of the Office of the Chief Administrative Officer (CAO) is providing financial, information technology, logistics, and other support services to the House community.

**FY'15 Budget Request
\$116,163,350**

Strategic Plan

The CAO provides a wide range of essential services and support to House Members and staff, enabling them to carry out their important responsibilities efficiently and cost effectively. Our goal is to streamline operations and focus on core services including finance; budget; payroll and benefits; staff training and development; information technology systems; assets and furnishings; procurement; acquisitions; and concessionaire service contracts.

Organization - Functional Components

The CAO supports the House community by operating the financial and administrative functions of the House. The CAO staff is a team of dedicated professionals with extensive public and private sector work experience. The staff is divided among seven divisions: CAO Immediate Office, Acquisitions Management, Finance, House Information Resources, House Recording Studio, Human Resources, and Logistics and Support. During the zero based budgeting process, personnel budgets were allocated to all divisions. Below is a summary of the request:

	FY 2014 Consolidated Appropriations per P.L. 113-76	FY 2015 Budget Request	FY'15 Request vs. FY'14 Appropriation \$	FY'15 Request vs. FY'14 Appropriation %
Chief Administrative Officer				
CAO Immediate Office and Galleries	\$ 16,872,000	\$ 12,590,000	\$ (4,282,000)	-25.4%
Acquisitions Management	\$ 10,014,000	\$ 10,193,000	\$ 179,000	1.8%
Finance	\$ 8,829,000	\$ 9,273,000	\$ 444,000	5.0%
House Information Resources	\$ 54,786,000	\$ 60,641,600	\$ 5,855,600	10.7%
House Recording Studio	\$ 4,939,000	\$ 5,159,000	\$ 220,000	4.5%
Human Resources	\$ 2,421,000	\$ 2,567,750	\$ 146,750	6.1%
Logistics and Support	\$ 15,239,000	\$ 15,739,000	\$ 500,000	3.3%
Total CAO Budget	\$ 113,100,000	\$ 116,163,350	\$ 3,063,350	2.7%

NOTE: Business Unit budgets above include both personnel and non-personnel expenses.

Chief Administrative Officer Immediate Office - The Immediate Office of the Chief Administrative Officer provides legal counsel and administrative support for the CAO, manages audit and internal controls, oversees the Child Care Center and provides ADA assistance to Members. This division also includes the three Galleries: Radio TV Gallery, Press Gallery, and Periodical Press Gallery.

The FY 2015 budget request for the CAO IO is (\$4,282,000) or -25.4% under the FY 2014 Appropriation. The CAO reduced its Strategic Initiatives budget as the Enterprise Storage Costs are on a 5-year budget cycle and were funded in FY 2014. Additionally, the CAO reduced funding for open vacancies CAO-wide. These reductions completely offset required increases for the anticipated COLA; additional requirements on the internal controls contract; the anticipated increase in the annual Senate telephone operators bill; and CQ Quarterly which has been an unfunded requirement since the House-wide contract was awarded.

CAO IMMEDIATE OFFICE SUMMARY - FY 15 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY 15 Budget		
11-Personnel Compensation	\$ 7,795,520	
21-Travel	\$ 59,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 94,000	
24-Printing	\$ 10,000	
25-Other Services	\$ 1,947,480	
26-Supplies and Materials	\$ 677,000	
31-Equipment	\$ 6,289,000	
Subtotal Tier 1	\$ 16,872,000	
Tier 2: Zero-based budgeting applied to Flat FY 15 Budget		
11-Personnel Compensation	\$ (1,813,520)	In FY 2015, additional funding is being requested for the anticipated COLA; additional requirements on the internal controls contract; the anticipated increase in the annual Senate telephone operators bill; and CQ Quarterly which has been an unfunded requirement since the House-wide contract was awarded.
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ (473,480)	This increase is completely offset by a reduction in funding for open vacancies CAO-wide and a reduction in the Strategic Initiatives as the Enterprise Storage Renewal costs are on a 5-year budget cycle and were funded in FY 2014.
26-Supplies and Materials	\$ 205,000	
31-Equipment	\$ (2,200,000)	
Subtotal Tiers 1&2	\$ 12,590,000	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation	\$ -	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1,2,&3	\$ 12,590,000	

Acquisitions Management - Acquisitions Management procures goods and services for the House, operates the House Purchase Card Program, and manages House service contracts including Food Services, Shoe Shine Services, the Barber Shop and Salon, and traditional and digital mail operations.

The FY 2015 budget request for Acquisitions is \$179,000 or 1.8% over the FY 2014 Appropriation. This increase is provides funding for 2 staff to operate the mail room in the newly opened O'Neill building and for the anticipated COLA.

ACQUISITIONS MANAGEMENT SUMMARY - FY'15 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'15 Budget		
11-Personnel Compensation	\$ 1,446,000	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 102,000	
24-Printing	\$ -	
25-Other Services	\$ 8,466,000	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tier 1	\$ 10,014,000	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 56,000	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ (312,000)	
26-Supplies and Materials	\$ -	
31-Equipment	\$ 435,000	
Subtotal Tiers 1&2	\$ 10,193,000	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation	\$ -	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1,2,&3	\$ 10,193,000	

In FY 2015, additional funding is being requested for the anticipated COLA and for 2 Pitney Bowes staff to operate the mail room in the newly opened O'Neill building.

Finance - The Office of Finance provides financial support services to the House community including accounting services, financial counseling regarding official expenses, voucher processing, payroll and benefits counseling and processing, and House budget management. Additionally, the Office of Finance provides Members' service which manages all activities relating to payroll and benefits for the Members of Congress.

The FY 2015 budget request for Finance is \$444,000 or 5.0% over the FY 2014 Appropriation. This increase is solely due to the anticipated COLA.

FINANCE SUMMARY - FY'15 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'15 Budget		
11-Personnel Compensation	\$ 8,071,000	
21-Travel	\$ 2,500	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 90,000	
24-Printing	\$ 7,876	
25-Other Services	\$ 493,624	
26-Supplies and Materials	\$ 70,000	
31-Equipment	\$ 94,000	
Subtotal Tier 1	\$ 8,829,000	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 444,000	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1&2	\$ 9,273,000	In FY 2015, additional funding is being requested for the anticipated COLA.
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation	\$ -	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1,2,&3	\$ 9,273,000	

House Information Resources - House Information Resources (HIR) manages the technology solutions for the House community. HIR provides information security products and services, campus voice and data services, active directory management, mobile communications support, website development, MPLS and VPN connection support, and video teleconferencing through the House's public wireless network. HIR is also responsible for managing large scale software/hardware implementations.

The FY 2015 budget request for House Information Resources is \$5,855,600 or 10.7% over the FY 2014 Appropriation. This increase provides funding for the anticipated COLA; Exchange 2013 implementation; Messaging Spam & Mailhost Enhancement project; system replacement of the House Campus Voice System Battery Backup; additional inventory improvement project support; and provides funding for several unfunded requirements including Information Security contractor support, increasing maintenance and licensing, and CAO Seat management program.

HOUSE INFORMATION RESOURCES SUMMARY - FY'15 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'15 Budget		
11-Personnel Compensation	\$ 28,397,000	
21-Travel	\$ 134,700	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 5,119,900	
24-Printing	\$ 5,000	
25-Other Services	\$ 6,151,400	
26-Supplies and Materials	\$ 387,600	
31-Equipment	\$ 14,590,400	
Subtotal Tier 1	\$ 54,786,000	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 1,418,000	In FY 2015, additional funding is being requested for the anticipated COLA; Exchange 2013 implementation; Messaging Spam & Mailhost Enhancement project; system replacement of the House Campus Voice System Battery Backup; additional inventory improvement project support; and to provide funding for several unfunded requirements including Information Security contractor support, increasing maintenance and licensing, and CAO Seat management program.
21-Travel	\$ (9,000)	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ (56,000)	
24-Printing	\$ -	
25-Other Services	\$ 2,632,700	
26-Supplies and Materials	\$ -	
31-Equipment	\$ 1,869,900	
Subtotal Tiers 1&2	\$ 60,641,600	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation	\$ -	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1,2,&3	\$ 60,641,600	

House Recording Studio The House Recording Studio provides House floor coverage through Committee broadcast operations and studio operations. House Recording Studio also manages Committee Hearing Room Renovations and Committee Hearing Room equipment replacement.

The FY 2015 budget request for House Recording Studio is \$220,000 or 4.5% over the FY 2014 Appropriation. This increase is solely due to the anticipated COLA.

HOUSE RECORDING STUDIO SUMMARY - FY'15 BUDGET REQUEST TABLE		
Description	Amount	Narrative
Tier 1: Flat FY'15 Budget		
11-Personnel Compensation	\$ 4,055,000	
21-Travel	\$ 1,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 170,000	
24-Printing	\$ -	
25-Other Services	\$ 450,000	
26-Supplies and Materials	\$ 70,000	
31-Equipment	\$ 193,000	
Subtotal Tier 1	\$ 4,939,000	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 220,000	In FY 2015, additional funding is being requested for the anticipated COLA.
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1&2	\$ 5,159,000	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation	\$ -	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1,2,&3	\$ 5,159,000	

Human Resources - The Office of Human Resources provides personnel services to the CAO, including Training and Development, and Diversity and Inclusion programs. The Division also includes the Office of Employee Assistance and the Wounded Warrior Program, which serve the entire House community.

The FY 2015 budget request for Human Resources is \$146,750 or 6.1% over the FY 2014 Appropriation. This increase is provides funding for the anticipated COLA; operating the safety program, and USAjobs annual bill which was an unfunded requirement prior to FY 2015.

HUMAN RESOURCES SUMMARY - FY'14 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'14 Budget		
11-Personnel Compensation	\$ 1,804,000	
21-Travel	\$ 20,538	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 29,000	
24-Printing	\$ 15,000	
25-Other Services	\$ 345,951	
26-Supplies and Materials	\$ 57,000	
31-Equipment	\$ 149,511	
Subtotal Tier 1	\$ 2,421,000	
Tier 2: Zero-based budgeting applied to Flat FY'14 Budget		
11-Personnel Compensation	\$ 50,000	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ 96,750	In FY 2015, additional funding is being requested for the anticipated COLA; operating the safety program; and USAjobs annual bill which was an unfunded requirement prior to FY 2015.
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1&2	\$ 2,567,750	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation	\$ -	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1,2,&3	\$ 2,567,750	

Logistics and Support Logistics and Support manages furniture and furnishings for the House community including providing core furniture, furniture refurbishment, carpeting, draperies, upholstery, cabinet making, finish schedule activities, delivery and setup of furniture in offices, meetings and special event rooms, as well as warehousing furniture inventory. Additionally, Logistics and Support oversees the operation of the Office Supply Store, the House Gift Shop, Photography, Graphics, and First Call.

The FY 2015 budget request for Logistics and Support is \$500,000 or 3.3% over the FY 2014 Appropriation. This increase is solely due to the anticipated COLA.

LOGISTICS AND SUPPORT SUMMARY - FY 15 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY 15 Budget		
11-Personnel Compensation	\$ 9,641,000	
21-Travel	\$ 44,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 120,000	
24-Printing	\$ -	
25-Other Services	\$ 2,381,000	
26-Supplies and Materials	\$ 1,758,000	
31-Equipment	\$ 1,295,000	
Subtotal Tier 1	\$ 15,239,000	
Tier 2: Zero-based budgeting applied to Flat FY 15 Budget		
11-Personnel Compensation	\$ 500,000	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1&2	\$ 15,739,000	In FY 2015, additional funding is being requested for the anticipated COLA.
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation	\$ -	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1,2,&3	\$ 15,739,000	

Zero Based Budgeting Applied

The CAO formulated its FY 2015 budget request in the spirit of zero based budgeting. The CAO continues to strive for maintaining current services with a near flat operating budget. During the spring and summer months, the CAO performed an intense internal analysis of the FY 2013 budget which had been impacted by Sequestration and an across-the-board rescission as well as our FY 2014 budget request. This included a detailed line-by-line review of all operational expenses. This Zero-Based Budgeting (ZBB) effort allowed the CAO to focus on the core mission in relationship to its overall goals

and take a strategic and critical look at the services provided. After re-evaluating our priorities and current operations, the CAO realigned our planned obligations and expenditures for FY 2014 accordingly and began formulating our FY 2015 budget request.

All FY 2014 projects, programs, and activities (PPAs) were reviewed and re-validated against the CAO's mission, vision, and goals, and then revised as needed. Each PPA submitted as part of the request provided a brief overview of service, justification for service, and impact if service was not funded. Additionally for each individual PPA line item, the following was identified: Request Type whether Steady State or Innovation; Business Unit Priority whether Mandatory or Discretionary; Customer Facing whether Internal or External; Service Domain; Service Area; and Service Provided. During this process, budget points of contact identified any unfunded operational or project requirements and provided justifications and unfunded impacts.

Several meetings were held to review all submissions and unfunded operational or project requirements. The goal was to realign funding across PPAs to accommodate for projects, and annual increases on key activities and services. During this process, the CAO realized that a small operational increase was required to maintain these activities and services. At the same time, the CAO could reduce its no year request as the Enterprise Storage Costs are on a 5-year budget cycle and were funded in FY 2014.

**Office of the Inspector General
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Mission Statement

The Office of Inspector General (OIG) was established by the U.S. House of Representatives in the 103rd Congress, pursuant to the House Administrative Reform Resolution of 1992 (HR 423, 102nd Congress) to conduct periodic audits of the financial and administrative functions of the House and of joint entities.

FY'15 Budget Request

\$4,741,809

Functional Components

The OIG supports House governance activities by performing audits, advisory, and investigative services subject to the policy direction and oversight of the Committee on House Administration. The OIG staff consists of twenty-four (24) experienced and dedicated professionals who have extensive public and private sector work experience. The staff is divided among four divisions: Performance/Financial Audits and Investigative Services, Information Systems Audit Services, Management Advisory Services, and Support Services.

Audit, Advisory, and Investigative Services (AAIS) – (Recurring Program)

The Office of Inspector General provides objective, value-added advice to House Leadership, the Committee on House Administration (Committee), the House Officers, and joint entities in the areas of financial management, administrative operations, workplace issues (i.e. health, safety, and security) the integrity of information system networks, the operations of application systems, and management of the data they contain.

The OIG executes these activities through deliberate and defined processes using highly-skilled, professional staff. All audit, advisory, investigative, and quality assurance staff hold advanced degrees or one or more professional certifications. The Audit, Advisory, and Investigative Services (AAIS) Program includes salaries for the Inspector General, two (2) Deputy Inspectors General, and eighteen (18) audit, advisory, investigative, and quality assurance staff members. Based upon specific job requirements, the OIG may augment its staff with contractors having specialized technical skills or subject matter expertise.

The OIG prepares a Work Plan which is reviewed and approved by both the Majority and Minority of the Committee. This plan consists of requested projects from the House Officers and the Committee. The OIG also assesses areas of potential risk to the House and recommends additional audits and advisories. The scope, depth, and number of total audits and advisories vary from year to year because of changes in House operations, emerging trends, and the continual reassessment of risk.

Because investigative services are ad hoc in nature and are done on an "as needed" basis, the number, scope, and level of effort of investigative projects varies significantly.

AAIS Program – (FY'15 Zero-based Budget)

Net Change: (\$6,000). The program budget includes the mandatory COLA increases of \$40,000 for eighteen (18) House Employee's Positions Classification Act (HEPCA)-covered AAIS staff salaries. The increases for the COLAs for eighteen (18) AAIS staff salaries, as well as \$6,000 for three (3) HEPCA-covered OPS Program staff is offset by a reduction in the Other Services budget of (\$46,000).

The decrease in the Other Services budget could potentially reduce the number of contracted audits or audits performed with the assistance of contracted subject matter experts. However, the OIG's investment in enhancing staff skills and areas of expertise has positioned the organization to rely less on contractors. Therefore, the OIG is currently able to absorb the COLAs without significant impact to the OIG's mission.

FY'15 Budget Request - AUDIT, ADVISORY, AND INVESTIGATIVE SERVICES

Description	Amount	Narrative
Tier 1: Flat with the Consolidated Appropriations Act, 2014 per PL 113-76		
<p>The Audit, Advisory, and Investigative Services (AAIS) Program consists of the Inspector General, 2 Deputy IGs, and 18 audit, advisory, investigative, and quality assurance staff. Based upon specific job requirements, the OIG may augment its staff with contractors having specialized technical skills or subject matter expertise. The OIG prepares a Work Plan and also assesses areas of potential risk to the House and recommends additional audits and advisories. The scope, depth, and number of audits and advisories vary from year to year because of changes in House operations, emerging trends, and the continual reassessment of risk. Investigative services are ad hoc in nature and are done on an "as needed" basis.</p>		
<p>11-Personnel Compensation</p>	<p>\$ 3,050,511.00</p>	<p>The AAIS Program personnel budget includes the salaries of the Inspector General, 2 Deputy IGs, and 18 audit, advisory, investigative, and quality assurance staff. Positions are budgeted at their highest approved grade at step 6 (e.g. HS-9/6).</p>
<p>21-Travel</p>		
<p>23-Rent, Communications, Utilities</p>		
<p>24-Printing</p>		
<p>25-Other Services</p>	<p>\$ 1,012,000.00</p>	<p>For the AAIS Program, the Other Services BOC includes consultant and non-technical service contracts that augment the OIG staff with contractors having specialized skills or subject matter expertise to support the OIG's primary mission. Additionally, audit-specific training is covered under this BOC.</p>
<p>26-Supplies and Materials</p>	<p>\$ 79,000.00</p>	<p>Includes audit-specific supplies and subscriptions.</p>
<p>31-Equipment</p>	<p>\$ 17,000.00</p>	<p>Includes purchase of audit-specific equipment, forensic tools, software, and licenses.</p>
<p>Subtotal Tier 1</p>	<p>\$ 4,158,511.00</p>	

Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 40,000.00	Increase to 18 HEPCA-covered AAIS staff salaries due to mandatory COLA.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ (46,000.00)	Decrease to Internally absorb the mandatory COLA increase for 18 HEPCA-covered AAIS Program and for 3 HEPCA-covered OPS Program staffs' salaries. This decrease could potentially reduce the number of contracted audits or audits performed with assistance from contracted subject matter experts. However, the OIG's investment in enhancing staff skills and areas of expertise has positioned the organization to rely less on contractors. Therefore, the OIG is able to absorb this COLA without significant impact to the OIG's mission.
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1&2	\$ 4,152,511.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		
21-Travel		The OIG has no changes to make for Optimal Funding. The OIG is appropriately sized and funded to provide oversight of the House. Through diligent management of our operations, internal cost cutting measures, and increased efficiencies, the OIG can accomplish its mission within its current and requested budget levels.
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 4,152,511.00	
AAIS PROGRAM FY'15 Request	\$ 4,152,511.00	

General Operations (OPS) – (Recurring Program)

The Office of Inspector General's Operations Program provides human resources management, contracting and procurement, IT support, budget formulation and execution, process improvements, and other administrative support activities to ensure audit staff and management have the necessary resources, services, and support to effectively and efficiently perform mission activities. This program budget includes the purchase of office supplies, equipment (including maintenance agreements), office furnishings, computer software, hardware, and/or licensing agreements, relevant publications, communications equipment and service subscriptions, as well as payment for shipping these items.

OPS Program – (FY'15 Zero-based Budget)

Net Change: \$6,000. Increase due to mandatory cost of living adjustments (COLAs). These COLA increases are offset by a reduction in the Other Services budget of the AAIS Program.

FY'15 Budget Request - OPERATIONS PROGRAM

Description	Amount	Narrative
Tier 1: Flat with the Consolidated Appropriations Act, 2014 per PL 113-76		
The OPS Program provides operational and administrative support to ensure the auditors, management analysts, and executive management have the necessary resources and services available to efficiently and effectively		
11-Personnel Compensation	\$ 370,298.00	The OPS Program personnel budget includes salaries for 3 support services staff who provide operational and administrative support. Positions are budgeted at their highest approved grade at step 6 (e.g. HS-9/6).
21-Travel	\$ -	
23-Rent, Communications, Utilities	\$ 42,000.00	Includes desk phones, mobile devices, and data and service plans as part of the OIG's BCDR Plan.
24-Printing	\$ 1,000.00	Includes printing of booklets, guides, handbooks, training materials, etc. through House Graphics and private vendors.
25-Other Services	\$ 36,000.00	Includes the technical service contract to maintain and support the OIG's IT infrastructure and renewal of enterprise software license support agreements.
26-Supplies and Materials	\$ 22,000.00	Covers general office supplies and publications.
31-Equipment	\$ 29,000.00	General office equipment, IT equipment, maintenance agreements, and purchase of new enterprise software and licenses.
Subtotal Tier 1	\$ 500,298.00	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 6,000.00	Increase to 3 HEPCA-covered staff salaries due to mandatory COLA. A decrease was made in the AAIS Program to offset this COLA increase.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1 & 2	\$ 506,298.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 506,298.00	No changes for optimal funding.
OPS PROGRAM FY'15 Request	\$ 506,298.00	

Training (TRN) - (Recurring Program)

Rule II states that the OIG will conduct its audit, investigative, and advisory work in a manner consistent with government-wide auditing standards. Government Auditing Standards (GAS) are published by the Comptroller General and have been adopted by the House OIG and all Federal Inspectors General. To comply with these professional standards, all auditors, and specialists supporting auditors, are required to have 80 hours of specialized training every two years. To meet these training requirements and to ensure we develop overall staff expertise to meet our important mission, the OIG relies upon various government training programs and non-government vendors, (technical training institutions and national and local chapters of professional associations) for training. In addition to Government Auditing Standards requirements for auditors, specialized training for Information Systems Auditors is needed to stay current with rapidly changing and emerging technologies. Additionally, the OIG has become a National Association of State Boards of Accountancy (NASBA) certified training provider so that some training can be developed and delivered internally.

The majority of this training is done locally but in some instances, travel and travel expenses are necessary if the training cannot be obtained in time to meet the needs of the OIG or is not available locally. Purchases of computer software, accessories or publications associated with OIG training are also covered under this program.

TRN Program – (FY'15 Zero-based Budget)

No Changes.

Optimal Funding Changes

The OIG has no changes to make for Optimal Funding. The OIG is appropriately sized and funded to provide oversight of the House. Through diligent management of our operations, internal cost-cutting measures, and increased efficiencies, the OIG can accomplish its mission within its current and requested budget levels.

FY'15 Budget Request - TRAINING PROGRAM

Description	Amount	Narrative
Tier 1: Flat with FY'14 Budget		
Rule II states that the OIG will conduct its audit, investigative, and advisory work in a manner consistent with government-wide auditing standards. Government Auditing Standards require that all auditors and specialists supporting auditors receive 80 hours of specialized training every two years. In addition to Government Auditing Standards requirements for auditors, specialized training for Information Systems Auditors is needed to stay current with rapidly changing and emerging technologies.		
11-Personnel Compensation		
21-Travel	\$ 13,000.00	Travel in conjunction with training. The majority of our training is done locally, but in some instances, travel and travel expenses are necessary if the training cannot be obtained in time to meet the needs of the OIG or is not available locally.
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ 70,000.00	To meet the Government Auditing Standards requirements in respect to training, the OIG uses various government training programs and private training providers, such as technical training institutions and local and national professional associations.
26-Supplies and Materials		
31-Equipment		
Subtotal Tier 1	\$ 83,000.00	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation		
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1&2	\$ 83,000.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 83,000.00	No changes for optimal funding.
TRAINING PROG. FY'15 Req \$ 83,000.00		

**Office of the General Counsel
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

The Office of General Counsel (OGC) is established pursuant to Rule II(8) of the Rules of the House of Representatives for the 113th Congress. The office was first established by House Rule in 1993. See H. Res. 5, 103d Cong. (Jan 5, 1993, p.49).

Mission Statement

OGC provides legal advice and assistance to Members, committees, officers and employees of the House, without regard to political affiliation, on matters related to their official duties. The OGC represents Members, committees, officers and employees, both as parties and witnesses, in litigation arising from or relating to the performance of their official duties and responsibilities. The OGC also represents the House itself in litigation, both as a party and as amicus curiae in cases in which the House has an institutional interest.

FY'15 Budget Request

\$1,352,987

Strategic Plan

While it is impossible to provide an exhaustive list of the types of advice and representation the OGC can and does provide, the following are some areas that the OGC addresses with some frequency:

- committee subpoenas
- requests for information
- judicial proceedings
- privileges
- tort claims
- release of constituent information and confidentiality
- FOIA and the Privacy Act
- formal legal opinions
- tax exemption letters

Office Functional Components

Legal Representation and Advice

Zero Based Budgeting Applied

To execute zero based budgeting, we analyzed our historical spending patterns, evaluated our anticipated needs for FY'15, and reallocated funds as necessary.

FY'15 Budget Request Table		
Description	Amount	Narrative
Tier 1: Flat with FY'14 Budget per PL 113-76		
11-Personnel Compensation	\$ 1,209,987.00	
21-Travel	\$ 20,000.00	
23-Rent, Communications, Utilities	\$ 11,000.00	
24-Printing	\$ 10,000.00	
25-Other Services	\$ 9,000.00	
26-Supplies and Materials	\$ 47,000.00	
31-Equipment	\$ 34,000.00	
Subtotal Tier 1	\$ 1,340,987.00	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 26,000.00	
21-Travel	\$ (8,000.00)	
23-Rent, Communications, Utilities		We analyzed historical expense patterns and concluded that travel, printing and other services expenses can be reduced for FY'15 and those funds should be reallocated to cover CDLA and Meritorious Increases.
24-Printing	\$ (2,000.00)	
25-Other Services	\$ (4,000.00)	
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1&2	\$ 1,352,987.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 1,352,987.00	
FY'15 Request	\$ 1,352,987.00	

**Office of the Parliamentarian
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

A Parliamentarian has been appointed by the Speaker in every Congress since 1927. In the 95th Congress the House formally established an Office of the Parliamentarian to be managed by a nonpartisan Parliamentarian appointed by the Speaker without regard to political affiliation and solely on the basis of fitness to perform the duties of the position. (H. Res. 502, Apr. 20, 1977, made permanent law by sec. 115 of P.L. 95-94; see 2 U.S.C. 287).

The compilation and preparation of the precedents of the House of Representatives were authorized in the 93rd Congress by the Committee Reform Amendments of 1974 (sec. 208, H. Res. 988, Oct. 8, 1974, made permanent law by P.L. 93-554, 2 U.S.C. 28a). The printing and distribution of the precedents were authorized by Public Law 94-551 (2 U.S.C. 28b-e). See also 2 U.S.C. 28, 29.

Mission Statement

Parliamentary practice and procedure in the House of Representatives is grounded in the Constitution, in the standing rules adopted by the House, in Thomas Jefferson's Manual of Parliamentary Practice, and in provisions of law or concurrent resolution having the effect of rules of the House. On this foundation rests a body of precedent developed by decisions of the various Speakers and other presiding officers of the House and its Committees of the Whole on actual parliamentary questions as they have arisen over 225 years. The overarching role of the Parliamentarian is to strive for consistency in parliamentary analysis by attempting to apply pertinent precedent to each question confronted -- in recognition of the principle of stare decisis that fairness is best guaranteed by predictability, which, in turn, is best guaranteed by fidelity to precedent. The ongoing challenge of this role derives from the fact that determining the most pertinent line of precedent to be applied often depends on precise analysis of the factual circumstances at hand (e.g., under the germaneness rule, a thorough examination of the pending text and its relationship to the proffered amendment).

FY'15 Budget Request

\$1,971,249

Office Functional Components

- During sittings of the House, the Parliamentarian sits to the right of the Chair and advises the presiding officer on procedural matters.

- Acting for the Speaker, the Parliamentarian refers bills, resolutions, Presidential messages, executive communications, State memorials, and citizen petitions to the committees having jurisdiction over their subject matter.
- The Parliamentarian advises committees on hearing and markup procedure and in the preparation of reports to the House.
- The Parliamentarian assists members and staff of the committees in understanding their powers, responsibilities, and limitations under the rules.
- The Parliamentarian assists the Leaderships in the procedural execution of a program of business, rendering technical advice as to methods to be used under the rules for the consideration of a given matter.
- The Parliamentarian assists in the daily preparation of the Journal -under the Constitution, the official record of the proceedings of the House.
- To ensure a current digest of all decisions made in the House and in the Committee of the Whole during the preceding session, the Parliamentarian prepares the House Rules and Manual for biennial re-publication.
- The Parliamentarian compiles the most salient precedents for formal, scholarly publication. These most important precedents presently fill 29 large printed volumes comprising thousands of decisions over the 225 years of parliamentary practice in the House. To bridge the span between a digest of decisions and formally published precedents, the Parliamentarian also has published House Practice, a condensed compilation of procedures of current application. The Parliamentarian also prepares the brochure entitled How Our Laws Are Made for public distribution.

Zero Based Budgeting Applied

- After analyzing its budget from a zero base, the Office of the Parliamentarian evaluated its anticipated needs and reallocated funds as necessary. The Parliamentarian expects to leave an FTE vacant until after the first quarter of calendar year 2014.
- The Office continues its efforts to operate at greater efficiency. Economy has been achieved by continued improvement of contract services utilization (specifically amounts dedicated to engaging the services of a former Parliamentarian). Efficiency of operations has been enhanced through utilization of modern database software and the in-house development of a subject-matter tagging organization system for pertinent files. The Office will be monitoring developments in the renovation of the Cannon House Office Building and what it might portend for the reconfiguration of office space and relocation of the personnel of the Office of Compilation of Precedents.

FY'15 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with FY'14 Budget per PL 113-76		
11-Personnel Compensation	\$ 1,807,000.00	Personnel Compensation consists of \$1,807,000 for the Parliamentarian.
21-Travel	\$ -	
23-Rent, Communications, Utilities	\$ 24,249.00	
24-Printing	\$ -	
25-Other Services	\$ 55,000.00	
26-Supplies and Materials	\$ 16,000.00	
31-Equipment	\$ 50,000.00	
Subtotal Tier 1	\$ 1,952,249.00	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 68,400.00	In order to partially offset requested merit increases, costs have been reduced in Other Services, Supplies and Materials, and Equipment.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ (16,467.00)	
26-Supplies and Materials	\$ (16,467.00)	
31-Equipment	\$ (16,466.00)	
Subtotal Tiers 1&2	\$ 1,971,249.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 1,971,249.00	
FY'15 Request	\$ 1,971,249.00	

**Office of the Law Revision Counsel
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

In 1974, the Office of the Law Revision Counsel (OLRC) was "established in the House of Representatives" by section 205 of House Resolution No. 988, Ninety-third Congress, which was enacted into permanent law by Public Law 93-554 (2 U.S.C. 285 et seq.).

Mission Statement

The OLRC serves the House of Representatives, Congress as a whole, the legal community, and the general public by producing and maintaining the United States Code, which is the official codification of the general and permanent statutory law of the United States. The mission of the OLRC is to make the United States Code "the free Code of choice" for the Hill community and the general public by ensuring that the official Code is the most accurate and accessible version available, whose currency rivals the versions produced by the private sector.

FY'15 Budget Request

\$4,113,587

Strategic Plan

To carry out its mission, the OLRC makes the United States Code available online and in print. For the online version, the goal is to make the Code as current and user-friendly as technologically possible. For the print version, in accordance with 1 U.S.C. 202, a complete new edition is published every 6 years with annual cumulative supplements printed in each of the 5 intervening years. For the OLRC, there are 4 principle drivers:

- **Accuracy** - This is a paramount concern. Every effort is made to ensure that the United States Code is as precise and error-free as is humanly possible.
- **Timeliness** - The United States Code online is updated to today's date. The size (50,000 pages) and complexity of the Code necessitate a day-to-day commitment from every member of the staff to make this level of timeliness an ongoing reality.
- **Accessibility** - The Hill community and the general public need the United States Code to be transparent. For the online version, that means a quality website presence downloadable in multiple formats, including XML.
- **Positive Law Codification** - Ongoing title-by-title positive law codification, as required by 2 U.S.C. 285b, is essential to the improvement of the organizational structure of the United States Code as a whole, and to resolving inconsistencies and errors in existing law.

Office Functional Components

- **The primary functions** of the OLRC are to maintain an official version of the United States Code and to prepare legislation to enact individual titles of the Code into positive law. To carry out these functions, the OLRC is organized into two functional components: (1) Editorial maintenance of the Code; and (2) Positive law codification. The OLRC currently has 19 employees. There are 9 attorneys allocated for the editorial maintenance of the Code and 4 attorneys allocated for positive law codification. The remaining 6 employees provide editorial, technical, and clerical assistance to both functional components of the OLRC.
- **Editorial maintenance of the Code** – This involves two primary tasks : (1) determining where new laws enacted by Congress should be placed in the Code; and (2) updating the actual text of the Code, which includes not only integrating new statutory provisions into existing text, but also preparing extensive editorial material enabling users to find, track, and understand the updates.
- **Positive Law Codification** – This involves preparing legislation to enact individual titles of the United States Code into positive law. Positive law codification improves the organizational structure of the Code, creates a flexible framework to accommodate future legislation, and resolves inconsistencies and errors in existing law.

Zero Based Budgeting Applied

- To execute zero-based budgeting, the OLRC has undertaken a detailed line-by-line review of expenses. Two concerns predominate: (1) retention of mid-level staff and (2) completion of the Modernization Initiative relating to the OLRC. The OLRC needs to budget for merit increases for our attorney and support staff both to retain the mid-level members of our staff and to recognize that several of our mid-level attorneys are undertaking senior-level responsibilities. In addition, the Office needs to budget for the completion of the Modernization Initiative. Failure to do so would leave our modernization efforts in limbo and undermine our mission to serve the Hill community and the general public.
- The OLRC concluded that the best way forward was to increase our personnel compensation line and offset that increase by reductions in other budget object categories. In addition, we are requesting funds to complete in a timely fashion the House Modernization Initiative undertaken at the behest of House leadership.

Explanation of FY'15 Budget Request

- \$4,113,587 - The OLRC requests optimal funding in order to complete in a timely fashion the House Modernization Initiative undertaken at the behest of House leadership. It is our belief that the \$1,000,000 we are requesting for the Modernization Initiative will allow us to successfully conclude the three stages of the project that we initially undertook in 2012 without needing additional funding in fiscal year 2016. Stage 1 (converting Code into XML and developing conversion tools to facilitate its use by other Hill offices) is concluded and Stage 1 (developing a Codification drafting tool to draft bills in XML compatible with current efforts by HOLC and SOLC) is progressing within budget and on time. However, Stage 3 (developing a Code editing tool which allows OLRC to edit and maintain the Code in

XML) is not slated to start until the end of calendar year 2014 and is the most complicated piece of the project. In addition, as this project has progressed, we have become aware of inviting possibilities of future improvements that would enhance the transparency, use, and functionality of Code data for the Hill community and beyond. These projects beckon us with the prospect of increasing efficiencies but go beyond the original Modernization vision. Therefore, it is difficult to project the House's leadership interest in these endeavors with respect to fiscal year 2016 appropriations.

FY'15 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with the Consolidated Appropriations Act, 2014 per PL 113-76		
11-Personnel Compensation	\$ 2,259,087.00	Tier 1 represents a flat budget for FY 2015, with no increase in any budget object category.
21-Travel	\$ 1,000.00	
23-Rent, Communications, Utilities	\$ 10,000.00	
24-Printing	\$ 500.00	
25-Other Services	\$ 633,000.00	
26-Supplies and Materials	\$ 69,000.00	
31-Equipment	\$ 115,000.00	
Subtotal Tier 1	\$ 3,087,587.00	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 65,500.00	The increase in the personnel compensation line is offset by decreases in other budget object categories. We are concerned about retaining our mid-level attorneys and key support staff. Raises have been irregular at best; some have never received a raise. In addition, several of our mid-level attorneys are performing functions formerly carried out by senior staffers now retired. That reality is not lost on them. If we are to retain our best people, we must acknowledge their efforts and preserve their hopes for salary development.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ (39,500.00)	
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1&2	\$ 3,113,587.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		The amount on the Other Services line is not a change but a continuation of the House Modernization Initiative begun at the behest of House leadership in 2012. The OLRC's part of the Initiative proceeds in three stages: (1) convert the United States Code into XML and develop conversion tools to facilitate its use by other Hill offices; (2) develop a Codification drafting tool to draft bills in XML compatible with current efforts of House Legislative Counsel (HOLC) and Senate Legislative Counsel; and (3) develop a Code editing tool which allows the OLRC to edit and maintain the Code in XML. In FY'12, OLRC's part of the Initiative was initially funded with \$1,084,832 of reprogrammed funds, leaving a projected balance of \$1,791,104 to complete the project. In FY'13, the OLRC obligated \$900,000 of its own funds and those of HOLC to continue the Initiative without interruption. In FY'15, we are requesting \$1,000,000 to complete the Initiative in a timely fashion in 2016.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ 1,000,000.00	
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 4,113,587.00	
FY'15 Request	\$ 4,113,587.00	

**Office of the Legislative Counsel
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

The Office of the Legislative Counsel (Office) was established as the Legislative Drafting Service under section 1303 of the *Revenue Act of 1918*. A formal statutory charter was established for the Office of the Legislative Counsel under title V of the *Legislative Reorganization Act of 1970* (2 U.S.C. 281 et seq.).

Mission Statement

The mission of the Office is to provide legislative drafting services to the House of Representatives as stated in its charter (2 U.S.C. 281a): "The purpose of the Office shall be to advise and assist the House of Representatives, and its committees and Members, in the achievement of a clear, faithful, and coherent expression of legislative policies. The Office shall maintain impartiality as to issues of legislative policy to be determined by the House of Representatives, and shall not advocate the adoption or rejection of any legislation except when duly requested by the Speaker or a committee to comment on a proposal directly affecting the functions of the Office. The Office shall maintain the attorney-client relationship with respect to all communications between it and any Member or committee of the House."

FY'15 Budget Request

\$8,892,975

Strategic Plan

To carry out our mission, the Office strives to achieve greater timeliness, accuracy, clarity, and transparency of legislation the Office drafts for the House within a limited budget. These goals can best be met through a combination of retaining and recruiting a highly skilled professional staff and providing the staff with electronic and other drafting tools that can promote the maximum productivity in meeting the need for a quality work product in an ever accelerating legislative environment. We believe that retention of our highly trained, skilled, and motivated staff is crucial, particularly in a time of high turnover of Members and staff, in providing institutional knowledge and expertise. Our recent modernization initiatives in information technology, in connection with the Office of the Law Revision Counsel (OLRC), provide support, both internally and externally, for greater efficiency and accuracy in our work and for promoting better Member and public understanding of complex laws and the legislative process.

Office Functional Components

The Office functions like an internal law office within the House of Representatives, with a focus on the House's legislative functions. As such, it has nearly 50 attorneys, who are increasingly working in practice groups or teams to cover all the myriad subject matter and committee jurisdictional areas. They are assisted by support personnel who work in four separate areas or branches: front-office and reception support, clerical and general support, information technology (IT) support, and publications and compilations support.

Zero Based Budgeting Applied

- To execute zero-based budgeting, the Office has undertaken a detailed line-by-line review of expenses. The exercise caused us to carefully analyze our budget, evaluating funding levels across each of our activities. As the Office is involved in drafting virtually all of the legislation of the House, including budget-related legislation, we are quite aware of the fiscal constraints under which the House is operating and we are cognizant of the need to use the limited resources of the House wisely.
- Three concerns predominate: (1) retention of highly trained personnel; (2) pursuing in a coordinated manner, with OLRC and other House offices, information technology initiatives that will enhance and modernize the internal operations of our office as well as the transparency of the House's work for Members and the public; and (3) maintaining a flat overall budget. Because of our previous success, we have close to 20 attorneys who have been with the office for more than 20, 30, and even 40 years. Retention and then ultimate replacement of these attorneys with new attorneys equally dedicated to public service is an increasingly serious concern. The constructive and productive integration of newer technologies is also an on-going concern. And we are seeking to undertake exploring the application of newer technologies to make our work more portable and accessible. Some initiatives, such as increased use of video conferencing in recruiting and some audio conference in our work and of real-time group drafting using wall mounted screens in conference rooms, have been expanded through greater use of resources purchased in the past. A new development is the projected move of our office to the Ford House Office building as part of a multi-year renovation of the Cannon House Office Building. We will be evaluating the impact of this move on our transitional and ongoing resource needs, as well as implications of our main office being located "down campus" from many of our clients. We will not know the full budgetary and non-budgetary implications of this move until later in FY 14 and early in FY 15.
- There are three changes in the budget to be highlighted: (1) An overall decrease of \$90,000 in the support services to reflect a decision not to renew after FY 14 an outside contract for testing-validation services – we will be seeking a more focused, less expensive means of achieving the same underlying objective; (2) setting aside \$90,000 toward the anticipated need for new computer servers sometime in FY 15; and (3) a request for an additional \$540,000 to complete during fiscal years 2015 and 2016 parts of the modernization initiative for which the Office entered into the contract in September, 2012, and which have been delayed due to coordinating work of a single contractor with 6 projects for the Office and OLRC; there are 3

components to this request: (A) \$390,000 for the completion of the "Track Changes" project (which is the most complicated of our projects and one which we anticipate will be offset through the de-obligation of some of our earlier funding which we will not be able to use by the end of FY 14); (B) \$100,000 for an expansion of the amendment impact project (AIP) to provide additional functionalities that were not identified when the project was first undertaken; and (C) \$50,000 toward improvements that we anticipate for the look-up-and-link project. We believe that the additional funds we are requesting for fiscal year 2015 will allow us to successfully conclude the original plan of the HOLC components of the modernization initiative without needing additional funding for fiscal year 2016. However, much of the work on the most complicated parts of the plan, such as the look-up-and-link and track changes components, are only now beginning and it is hard to project the additional pieces that may be identified as we progress. In addition, as these projects have progressed, we have become aware of improvements beyond the initial plans that would enhance the transparency initiative both within and beyond the House of Representatives and would likely be found highly desirable by the House leadership. But it is very difficult to put a dollar amount on these enhanced initiatives at this point in time.

FY'15 Budget Request Table		
Description	Amount	Narrative
Tier 1: Flat with FY'14 Budget per PL 113-76		
11-Personnel Compensation	\$ 7,846,475.00	
21-Travel	\$ 5,000.00	
23-Rent, Communications, Utilities	\$ 47,000.00	
24-Printing	\$ 500.00	
25-Other Services	\$ 270,000.00	
26-Supplies and Materials	\$ 70,000.00	
31-Equipment	\$ 114,000.00	
Subtotal Tier 1	\$ 8,352,975.00	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation		In the spirit of ZBB, we have determined that Other Services can be decreased to reflect a decision not to extend an outside contract for certain testing services. The increase in Equipment is for the projected need for the periodic replacement of computer servers, next anticipated in 2015.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ (90,000.00)	
26-Supplies and Materials		
31-Equipment	\$ 90,000.00	
Subtotal Tiers 1&2	\$ 8,352,975.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		This increase represents funding needed to exercise the option under the modernization initiative contract with Xcential to extend, maintain, and expand activities toward completion of the IT initiative contemplated in the contract and undertaken at the behest of the House leadership in 2012. Of this amount, \$390,000 would be used to complete funding for the track changes initiative, \$100,000 would be to fund improvements to the amendment impact project (AIP) initiative, and \$50,000 would be used for anticipated extensions and improvements of the look-up-and-link initiative.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ 540,000.00	
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 8,892,975.00	
FY'15 Request	\$ 8,892,975.00	

**Office of Interparliamentary Affairs
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

On September 30, 2003 the Office of Interparliamentary Affairs was "established in the House of Representatives" by section 103 of House Resolution No. 2657 *Legislative Branch Appropriations Act, 2004*, 108th Congress, which was enacted into permanent law by Public Law 108-83 (2 U.S.C. 130-2).

Mission Statement

The mission of the Office of Interparliamentary Affairs is to provide direct support to the Speaker for Washington meetings with foreign dignitaries and coordinating official visits to the House of Representatives by parliamentarians, officers or employees of foreign legislative bodies as well as providing direct support for overseas travel to the Speaker, Interparliamentary and overseas travel services to Members of the House and support for established parliamentary exchanges.

FY'15 Budget Request

\$814,069

Strategic Plan

To support the Speaker of the House and Members in coordinating and facilitating interparliamentary functions both in Washington and abroad.

Functional Components

- To provide direct support to the Speaker for Washington meetings with foreign dignitaries.
- To receive and respond to inquiries from foreign parliamentarians and legislative bodies regarding official visits to the House of Representatives.
- To coordinate official visits to the House by foreign dignitaries.
- To provide direct support to the Speaker for overseas travel.
- To coordinate with other House Officers in providing services for delegations of Members on official visits to foreign nations.
- Coordinate the activities and responsibilities of the House of Representatives in connection with participation in various interparliamentary exchanges and organizations.
- Enable the House to host meetings with senior government officials and dignitaries in order to discuss matters relevant to the United States relations with other nations.

Zero Based Budgeting Applied

The Office of Interparliamentary Affairs is a demand driven office, i.e. it is difficult to predict with certainty how many interparliamentary functions will be requested by the Speaker or Members but based on past history the FY'15 request should be sufficient to cover the needs of the House.

Explanation of FY'15 Budget Request

- Tier 1: FY'15 Flat Budget = the *Consolidated Appropriations Act, 2014* per PL 113-76
- FY 2014 Request: \$814,069
- Tier 2: Zero-based budgeting applied FY'15
- \$4,000 increase in personnel for mandatory COLAs of 1% (3 mos.) and 1.8% (9 mos.)
- (\$4,000) decrease in non-personnel to support FY'15 increase in personnel costs
- Total (no net increase or decrease in FY'15): \$814,069
- Tier 3: Optimal Funding (variance above Tiers 1 & 2)
- No changes to Optimal Funding

FY'15 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with the Consolidated Appropriations, 2014 per PL 113-76		
11-Personnel Compensation	\$ 410,155.00	
21-Travel	\$ 10,000.00	
23-Rent, Communications, Utilities	\$ 25,000.00	
24-Printing	\$ 10,000.00	
25-Other Services	\$ 25,000.00	
26-Supplies and Materials	\$ 293,914.00	
31-Equipment	\$ 40,000.00	
Subtotal Tier 1	\$ 814,069.00	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 4,000.00	
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials	\$ (4,000.00)	
31-Equipment		
Subtotal Tiers 1&2	\$ 814,069.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 814,069.00	
FY'15 Request	\$ 814,069.00	

The increase in personnel is to cover the mandatory FY'15 COLAs. In order to cover the increase in personnel a corresponding decrease in Supplies and Materials was applied.

**Office of Congressional Ethics
FY 2015 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

The Office of Congressional Ethics (OCE) was established by H.Res. 895 in the 110th Congress.

Mission Statement

The OCE is an independent, non-partisan entity charged with reviewing allegations of misconduct against Members, officers, and staff of the House and when appropriate, referring matters to the Committee on Ethics (COE).

FY'15 Budget Request

\$1,485,030

Strategic Plan

The OCE consists of a Board of Directors and Staff, including consultants, contractors, or other personnel retained by the Board. The Board reviews information related to allegations within the jurisdiction of the Board (allegations occurring on or after March 11, 2008).

Functional Components/Goals

- Determine Jurisdiction
- Prepare information for Board Consideration
- Solicit Testimony from Witnesses
- Conduct preliminary and second-phase reviews
- Board makes appropriate report to COE

Zero Based Budgeting Applied

The OCE is a demand-driven office, i.e., it is difficult to predict with certainty how much travel and resources will be needed to conduct business. Nevertheless, an increase in staffing will decrease the amount of money spent on hiring consultants. Please refer to attached Tier 1, 2, 3 explanations.

FY'15 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with FY'14 Consolidated Appropriations Act, 2014 per PL 113-76		
11-Personnel Compensation	\$ 1,080,000.00	We now have ipads so we are no longer sending voluminous materials to Board Members, thus eliminating funding for transportation of things.
21-Travel	\$ 85,000.00	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 35,000.00	
24-Printing	\$ 3,000.00	
25-Other Services	\$ 202,030.00	
26-Supplies and Materials	\$ 50,000.00	
31-Equipment	\$ 12,000.00	
Subtotal Tier 1	\$ 1,467,030.00	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 18,000.00	Personnel increase is due to the mandatory FY 15 COLAs.
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ (4,030.00)	
26-Supplies and Materials	\$ 4,030.00	
31-Equipment	\$ -	
Subtotal Tiers 1&2	\$ 1,485,030.00	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ -	
FY'15 Request	\$ 1,485,030.00	

F REPRESENTATIVES

ADY, TEXAS
 RIMAN
 MPBELL, CALIFORNIA
 JUFFY, WISCONSIN
 WASH, MICHIGAN
 LSEN, MINNESOTA
 L HANNA, NEW YORK

J B MALONEY, NEW YORK
 SANCHEZ, CALIFORNIA
 GUMMINGS, MARYLAND
 LANEY, MARYLAND

P O'QUINN,
 TATIVE DIRECTOR

SENATE

AMY KLOBUCHAR, MINNESO
 VICE CHAIR
 ROBERT P CASEY, JR., PENNE
 BERNARD SANDERS, VERMONT
 CHRISTOPHER MURPHY, CON
 MARTIN HENRICH, NEW MEX
 MARK L PRYOR, ARKANSAS

DAN COATS, INDIANA
 MIKE LEE, UTAH
 ROGER F WICKER, MISSISSIP
 PAT TOOMEY, PENNSYLVANIA

Congress of the United States

JOINT ECONOMIC COMMITTEE
 (CREATED PURSUANT TO SEC. 561 OF PUBLIC LAW 304, 79TH CONGRESS)

Washington, DC 20510-6602

February 18, 2014

The Honorable Tom Cole
 Chairman
 Committee on Appropriations
 Subcommittee on Legislative Branch
 HT-2, The Capitol
 Washington, DC 20515

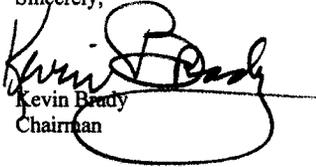
Dear Mr. Chairman:

I am pleased to submit to the Subcommittee on Legislative Branch the Committee's FY 2015 budget request of \$4,270,000. In the 114th Congress and for nine months of FY2015, the Chairman of the Joint Economic Committee will be a member of the United States Senate.

The Committee's budget request of \$4,270,000 includes the anticipated current and budget year cost of living estimates and locality adjustments of \$67,000. I would observe that the budget request of \$4,270,000 is 12.74 percent below the Committee's FY2010 level of \$4,814,000.

Thank you for your consideration.

Sincerely,


 Kevin Brady
 Chairman

Schedule A
Fiscal Year 2015

Joint Economic Committee
Summary by Organization and By Object Class

Categories	FY2013 Actual		FY2014 Enacted		FY2015 Estimate		Net Change 2014/2015	
	Staff	Dollars	Staff	Dollars	Staff	Dollars	Staff	Dollars
1. Breakdown by Organization								
Joint Economic Committee	48	\$ 3,769,178	48	\$ 4,203,000	48	\$ 4,270,000		\$ 67,000
2. Breakdown by Object Class								
Personnel Compensation	48	\$ 3,511,604	48	\$ 4,003,000	48	\$ 4,070,000		\$ 67,000
Communications & Miscellaneous		\$ 25,071		\$ 36,000		\$ 36,000		
Other Services (Printing, Advisory and Supplies and Materials)		\$ 232,503		\$ 164,000		\$ 164,000		
Total	48	\$ 3,769,178	48	\$ 4,203,000	48	\$ 4,270,000		\$ 67,000

Schedule C
Fiscal Year 2015

Joint Economic Committee
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount
Appropriation, FY2014	48	\$ 4,203,000
	FY2015	Budget Request
	Staff	Amount
I Adjustments to Base		
A. Mandatory Pay		
1. Annualization of COLA (FY14)		\$ 11,000
2. Budget Year COLA Est. (FY15)		\$ 40,000
3. Budget Year COLA Locality Est. (FY15)		\$ 16,000
B. Price Level Changes		
C. Program Type Changes		
II Net Increase		\$ 67,000
III Total FY2015 Budget Request	48	\$ 4,270,000

**Schedule D
Fiscal Year 2015**

**Joint Economic Committee
Summary of Committee Request
FY2015 Budget Request**

	Calculation of Base	
	Staff	Amount
Appropriation, FY2014	48	\$ 4,203,000
	FY2014	Budget Request
	Staff	Amount
I Proposed Changes for FY2015		
A. Mandatory Pay		
1. Annualization of COLA (FY14)		\$ 11,000
2. Budget Year COLA Est. (FY15)		\$ 40,000
3. Budget Year COLA Locality Est. (FY15)		\$ 16,000
B. Price Level Changes		
C. Program Type Changes		
II Net Increase		\$ 67,000
III Total FY2015 Budget Request	48	\$ 4,270,000

Joint Economic Committee

	2013 actual	2014 enacted	2015 estimate
Appropriation or estimate	\$ 4,203,000	\$ 4,203,000	\$ 4,270,000
Sequestration	\$ 211,436		
Rescission	\$ 8,406		
Revised estimate	\$ 3,983,158		
Personnel compensation:			
Payroll	\$ 3,511,604	\$ 4,003,000	\$ 4,070,000
Sub-total compensation	\$ 3,511,604	\$ 4,003,000	\$ 4,070,000
Nonpersonnel expenses:			
Metro Subsidy	\$ 18,626	\$ 20,000	\$ 20,000
Travel and Transportation of Persons	1,336	5,000	5,000
Communications, Utilities & Misc. Charges	25,071	36,000	36,000
Printing and Reproduction	163	8,000	8,000
Advisory & Assistance & Other Services	12,906	13,000	13,000
Equipment/software	93	10,000	10,000
Supplies & Materials	199,381	108,000	108,000
Sub-total nonpersonnel expenses	\$ 257,575	\$200,000	\$200,000
Total	\$ 3,769,178	\$ 4,203,000	\$4,270,000
Personnel Summary			
	2013 actual	2014 estimate	2015 estimate
Number of Positions	48	48	48

113th Congress Joint Economic Committee Members	
Chairman Kevin Brady (Texas)	
Vice Chair Amy Klobuchar (Minnesota)	
House of Representatives	Senate
John Campbell, California	Robert P. Casey, Jr., Pennsylvania
Sean P. Duffy, Wisconsin	Bernard Sanders, Vermont
Justin Amash, Michigan	Christopher Murphy, Connecticut
Erik Paulsen, Minnesota	Martin Heinrich, New Mexico
Richard L. Hanna, New York	Mark L. Pryor, Arkansas
Carolyn B. Maloney, New York	Dan Coats, Indiana
Loretta Sanchez, California	Mike Lee, Utah
Elijah E. Cummings, Maryland	Roger F. Wicker, Mississippi
John Delaney, Maryland	Pat Toomey, Pennsylvania

United States Capitol Police



FY 2015 Congressional Budget Request

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I. Executive Summary

A. OVERVIEW

The United States Capitol Police (USCP) continues its efforts in ensuring the safety and security of the Capitol complex and the personnel it is sworn to protect – a mission that has been well executed for over 185 years. Just as the previous investments in intelligence and law enforcement helped to secure and sustain the safety and security of the Capitol complex, USCP's continuous prioritization of its operations enables us to meet the dynamic and ever-changing security challenges. The Department is acutely mindful of the socio-political issues facing the nation so as to position the agency to meet any emerging threat levels from such issues. For example, the recent spike in mass shootings requires us to be ever vigilant and prepared for similar situation on Capitol grounds. Addressing such potentially escalated risks through training and other means utilizing existing capabilities, the Department continues to execute its mission in the most cost effective manner particularly cognizant of the fiscal constraints facing the country. The FY 2015 budget request reflects judicious stewardship of federal funding centered on this approach.

USCP has relied on our internally developed Force Development (FD) Business Process to perform threat-based planning to align the operations with the existing and emerging priorities. The fundamental rules of this standardized approach are the concepts of consistent planning, budget formulation, budget execution and performance evaluation. This approach has allowed us to maintain operational effectiveness without undue spending increases while remaining an effective law enforcement organization. The FY 2015 budget is formulated with full appreciation for the fiscal constraints facing the Federal government, and includes only the necessary funding for meeting the Department's core mission.

For FY 2015, USCP is requesting \$355.663 Million to support 2,145 positions (1,775 Sworn and 370 Civilians), which is \$17.204 Million more than the FY 2014 enacted level. The request maintains the FY 2014 level of operations and does not include any new initiatives or program increases. Understanding the fiscal concerns related to the budget impacts, USCP has worked closely with the Capitol Police Board and oversight Committees to review options to offset mission requirements where possible, such as closing lower priority doors which will reduce overall personnel and overtime costs. This request also includes limited salaries increases to support mandatory salaries requirements, overtime for critical training and necessary sworn and civilian staffing levels.

B. ZERO BASED BUDGET APPROACH

The Department continues to use its Force Development Business Process, a standardized management process which began with the budget request in 2007, in formulating the FY 2015 Budget Request. The Force Development Business Process implements consistent management and planning processes akin to zero-based budget development. It incorporates the principles of threat-based planning into our Concept of Operations (ConOps), investment decisions and resource requests.

Using data and information gathered and assessed as part of the Force Development Business Process coupled with known and potentially continued fiscal restraints, the Department's FY 2015 resource requirements were developed based on these essential needs and are funded through two appropriations: Salaries (which funds both sworn and civilian personnel) and General Expenses. Each of the functional components within both of these appropriations is closely inter-connected in support of the overall mission.

It should be noted that due to the Department's evaluation of national fiscal challenges and reduced budgetary allocations, mitigation strategies for some identified risks were not requested as a part of the Department's FY 2015 budget justification. This includes, but is not limited to, full funding for the Department's sworn and civilian staffing strength. As always, the Department will deploy resources to help mitigate identified and emerging risks.

The sworn component is generally organized in to components (Bureaus) most suited to carry out the functions in such a way as to match the expertise of staff with the requirements while retaining the flexibility to re-deploy resources as the requirements change. Functional components serve a variety of needs such as law enforcement, dignitary protection, threat analysis, vulnerabilities review, etc. Staffing for these functional components is based on evolving security requirements resulting from threats and risks, and does change from year to year. Such changes on demands on any one functional component are met through realignment of resources with other components that have comparable capabilities.

The Department also utilizes overtime to offset operational requirements that exceed available sworn staffing. While the Department could reduce the amount of overtime needed by requesting additional staff, there are other cost factors, such as the dual payment of overtime to existing officers and salary to new officers as they are trained, additional general expense costs to train, equip and outfit the additional officers, and the actual physical capacity of the Department's facilities, that preclude us from doing so in this fiscal environment. The Department has utilized a "zero-based" approach in its projection of the overtime requirements since the FY 2009 budget submission. This includes the Department submitting separate budget line items to identify and apply cost to requirements that are outside its normal base operational requirements; such as conventions, inaugurations and new initiatives. Similar to sworn staffing allocations, overtime requirements may have to be adjusted throughout the year, based on continuous risk and threat assessments, unscheduled events and attrition and hiring of backfill USCP Officers.

The Department also conducts continuous monitoring of its overtime execution against projections and adjusts the distribution of resources and scalable response levels to meet these changes. This continuous analysis allows the Department to re-validate mission requirements, look for efficiencies and ensure assets are deployed effectively. Utilization of this process allows the Department to maintain a continuous level of security and protection of Congress.

The civilian functional component is notably comprised of mission support (information technology, human resources, financial management, facilities and asset management, policy, legal, etc.), but also includes certain operational activities that can be staffed by civilians (hazardous materials technicians, physical and technological security, intelligence analysis, emergency management, etc.). Vacancies in the civilian ranks are reviewed biweekly to prioritize the positions that need to be filled from any one of the operational or mission support functions that are vacant based on available salaries funding. Through this process, the

Department continually monitors and justifies the needs of every civilian position as it becomes available. Additionally, the Department reallocates vacant civilian positions to meet new needs rather than request authorization and funding for additional civilian positions from the Congress.

The General Expense request is also formulated using a zero-based approach. Each year, the bureaus and offices re-evaluate their budget request against fixed mission requirements and draw up requirements for the budget year starting from a zero-base evaluation of mission requirements, emerging threats and risks, and projecting for those requirements. These requirements go through multiple layers of scrutiny from within the Department, including a Training Review Board, an Investment Review Board (consisting of bureau commanders, office directors and other key high level staff that focus on the needs of the Department at a "corporate" level) and the Executive Team (the Chief, the Assistant Chief and the Chief Administrative Officer) before finalization and presentation to the Capitol Police Board in its oversight role.

In FY 2015, the Department is requesting funding for a sworn staffing level of 1,775 and a civilian staffing level of 370, rather than our authorized strengths of 1,800 and 443 respectively. Under this budget request, the Department is respectfully requesting funding to maintain the operating sworn and civilian staffing levels cited above. For the FY 2015 Budget, the Department has determined that continuation of the "total salary" approach will provide the greatest risk mitigation from identified inherent budget formulation risks. Under a "total salary" approach, the Department is requesting a full year of funding for each encumbered onboard position without offset for potential attrition and resulting backfill. Under this approach, funding for sworn and civilian attrition would not offset. Further, funding for sworn official promotions, as well as sworn and civilian backfill, would not be included as a supplemental request, as they are already within the requested level.

Further, this budget submission contains a request for \$23.425¹ Million in overtime funding necessary to meet core mission requirements not covered by onboard sworn personnel availability, to meet unanticipated requirements. This includes \$1.434 Million for the overtime needed to take staff offline for critical training requirements.

¹ Overtime funding amount does not include benefits.

C. BUDGET REQUEST

This request includes requirements that are the products of the ever-evolving safety and security concerns for the Capitol including annual general expense increases to meet the operational demands on USCP, which cannot be addressed by internal offsets resulting from reviews and evaluations of existing programs and projects and critical lifecycle replacement activities across the Department, some of which have been deferred in previous fiscal years.

In support of the priorities of the Department, this budget request focuses upon USCP's capabilities to:

- **Assess the Threat:** Provide a comprehensive internal assessment capability to identify and validate threats to Members of Congress; the legislative process; and the buildings, staff, and visitors that make up the Capitol community.
- **Prevent:** Prevent criminal or terrorist activity from disrupting the legislative process and normal business operations.
- **Respond:** Respond promptly and with the right resources to threats, disruptions, or other unlawful activities in order to quickly and safely return Congress to normal operations.
- **Support the Mission:** Improve the efficiency and effectiveness of internal business processes and procedures in support of delivering mission responsibilities at the highest possible level.

Detailed discussions on the budget request summarized below are provided in the section "Budget Details" (see page 12).

Salaries: The Salaries section provides details of the personnel salaries, benefits, and overtime requirements to support personnel strength of 1,775 sworn and 370 civilians. Additional overtime is also being requested to take sworn personnel offline for them to achieve greater proficiency via training opportunities. In FY 2015, the Department requests funding for a sworn staffing level of 1,775 and a civilian staffing level of 370, same as FY 2014 enacted levels, rather than our authorized strengths of 1,800 and 443 respectively.

General Expenses: The Department's General Expenses represent all non-personnel expenses - motor vehicles, communications and other equipment, security equipment and installation, uniforms, weapons, ammunition, supplies, materials, training, medical services, forensic services, stenographic services, personal and professional services, the employee assistance program, the awards program, postage, communication services, travel advances, relocation of instructor and liaison personnel for the Federal Law Enforcement Training Center and official representation and reception expenses. This submission provides details on the budget request for each of the Programs and continues critical lifecycle replacement and training activities. Additional details within the Programs are provided in the Budget Details section FY 2015 Differences from FY 2014 Enacted chart beginning on page 15.

Overall Budget Request

The budget request for FY 2015 includes \$355.663 Million and 2,145 (1,775 sworn and 370 civilian) budgetary funded positions. It reflects an increase of \$17.204 Million from the enacted level and includes:

- \$291.403 Million for salaries and benefits for 2,145 positions
- \$64.260 Million for General Expenses

FY 2015 Budget Request - Summary Chart

(Dollars in Millions)

Appropriation	FY 2013*	FY 2014	FY 2015	Increase over FY 2014 Enacted	
	Actual	Enacted	Request	\$	%
Salaries	271.556	279.000	291.403	12.403	4.45%
General Expenses	46.733	59.459	64.260	4.801	8.07%
Total	\$318.289	\$338.459	\$355.663	\$17.204	5.08%

(#'s)

Staffing Levels (#'s)	FY 2013*	FY 2014	FY 2015	Increase over FY 2014 Enacted	
	Actual	Enacted	Request	#	%
Sworn	1,723	1,775	1,775	0	0.00%
Civilian	353	370	370	0	0.00%
Total	2,076	2,145	2,145	0	0.00%

(#'s)

Authorized Staffing	FY 2013*	FY 2014	FY 2015	Increase over FY 2014 Enacted	
	Actual	Enacted	Request	#	%
Sworn	1,800	1,800	1,800	0	0%
Civilian	443	443	443	0	0%
Total	2,243	2,243	2,243	0	0%

*FY 2013 actuals as of 09/30/2013.

<u>Overtime</u>	FY 2014 Enacted (\$ 000's)	FY 2015 Request (\$ 000's)	FY 2013 Actual Paid Hours (#'s)	FY 2015 Request Total Hours (#'s)
Base mission requirements, plus 24,000 hours training (16 hours for 1,500 officers) and LOC Non-reimbursable events.	\$22,802	\$23,425	404,967	394,756

D. AMERICA'S POLICE DEPARTMENT

At the heart of all we do at the USCP, lies the heavy importance of our unique mission and the great responsibilities we have for ensuring that our nation's democracy endures, and the symbol that represents it stands. Like the Legislative Branch we protect, we are a reflection of our country—we are America's Police Department.

As *America's Police Department*, we take pride in the qualities that define us:

- We protect the legislative process, the symbol of our democracy, the people who carry out the process, and the millions of visitors who travel here to see democracy in action;
- Every American who visits the Capitol, as well as those visitors from around the world, is a member of our protected community and sees first-hand how we are the best of America's spirit and diversity;
- As an agency, we are a microcosm of America, representational of many races, colors, religions, political affiliations, sexual orientations, and ages. Our workforce derives from almost all 50 states and territories, with some representation from other countries. We embrace and celebrate a diverse workforce, where we believe inclusion makes our workplace stronger and respecting each individual as a person and as a professional is essential; and
- We represent the best in American policing. We act on the world stage every day of the year, as a model in security, urban crime prevention, dignitary protection, specialty response capabilities, and homeland security. We are often the first face that visitors and employees encounter, and we leave a lasting impression that is reflective of the Legislative Branch and its role in America's democracy.

While we are a remarkable organization filled with incredibly dedicated sworn and civilian talent, we believe that the Department can continue to advance and that we must focus our resources to do so. Our vision for our future will focus the Department on meeting our collective mission more effectively.

II. The USCP Planning Concept

The USCP has a critical mission that helps to ensure that the Nation's legislative and democratic process of government is conducted without disruption. That mission is achieved through a variety of operational activities, supporting administrative processes and the work and dedication of our employees. In order to effectively deliver on our mission, the Strategic Plan defines the objectives of the Department and the path we will take to meet our goals.

USCP MISSION

To protect the Congress, its legislative processes, Members, employees, visitors, and facilities from crime, disruption, or terrorism.

We protect and secure Congress so it can fulfill its constitutional responsibilities in a safe and open environment.

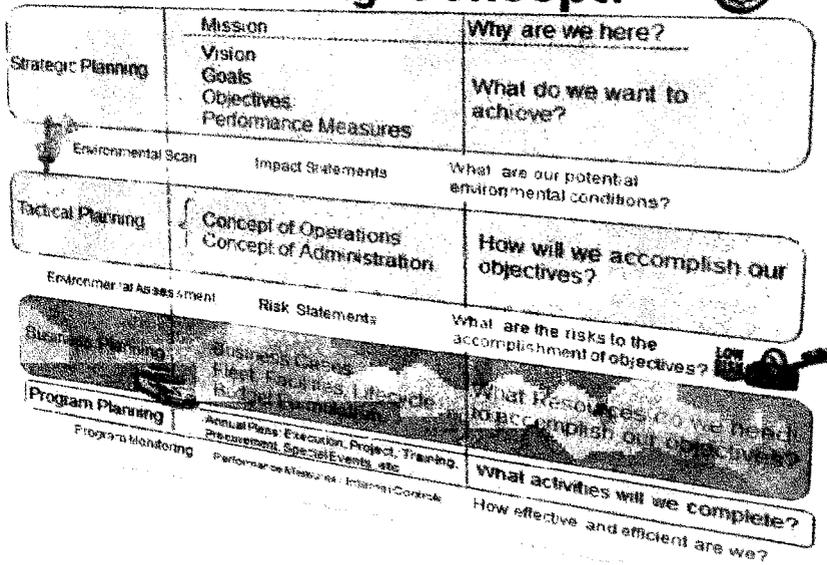
As the Department continues to meet its mission, we remain committed to finding the most effective, efficient and meaningful strategies for success. We plan in order to accomplish core mission needs; assess our performance; and adapt to the changing environment in which we operate.

The USCP exercises a Planning Concept that links strategic, tactical and lower-level planning efforts (see graphic below). To accomplish our mission it is important to have an excellent strategy. To determine the effectiveness of USCP activities, it is important to have a first-rate planning and performance management system. In FY 2014, the USCP will develop a core set of outcome-based performance measures and targets that we monitor, report and hold ourselves accountable to achieve.

FY 2013 marked a period of transition for the Department as the USCP continued its process to update its Strategic Plan. In FY 2014, we will continue to develop a new Strategic Plan. The goals of our update are to develop a plan that:

1. Employs results-oriented data-driven approaches that effectively meet current and future threats and challenges.
2. Provides safety and security by deploying the most effective law enforcement services through collaboration, adaptability and innovation.
3. Maximizes efficiency and effectiveness through best practices and promote accountability through employee engagement and a positive work environment.

The USCP Planning Concept:



A. STRATEGIC PLANNING

Serving the Members of Congress, staff, the public, and employees means that we must excel at our operational work and effectively manage resources to fully support the mission. The Department's operational activities contribute towards three areas of strategic focus **Assess**, **Prevent**, and **Respond** to threats to the legislative process. In order to effectively accomplish the operational components of the Mission (**Support the Mission**) the Department implements efficient management of resources and people:

- **Assess the Threat:** Provide a comprehensive internal assessment capability to identify and validate threats to Members of Congress; the legislative process; and the buildings, staff, and visitors that make up the Capitol Community.
- **Prevent:** Prevent criminal or terrorist activity from disrupting the legislative process and normal business operations.
- **Respond:** Respond promptly and with the right resources to threats, disruptions, or other unlawful activities in order to quickly and safely return Congress to normal operations.
- **Support the Mission:** Improve the efficiency and effectiveness of internal business processes and procedures in support of delivering mission responsibilities at the highest possible level.

B. THE FORCE DEVELOPMENT BUSINESS PROCESS

In order to continuously assess our ongoing mission capability and the viability of our achievement of strategic objectives, the USCP employs the Force Development business process. Force Development ensures that USCP management appropriately defines mission objectives; assesses the current and future operational and administrative environment; defines gaps in mission capability of core operational and administrative business processes; and develops strategies to mitigate these gaps and risks associated with them.

C. TACTICAL PLANNING

The core operational and administrative activities that contribute to the USCP mission are developed and executed at the tactical level of planning. The Concept of Operations (ConOps) establishes the operational model and philosophy by which the Department's core mission activities are defined. The ConOps consists of processes and major categories of existing core mission functions and their established internal controls. The Concept of Administration (ConAdmin) establishes the administrative model and philosophy by which the Department's core administrative activities are defined. The ConAdmin consists of processes and major categories of existing mission support functions that support the success of the ConOps and associated internal controls.

D. ALTERNATIVES ANALYSIS AND BUSINESS PLANNING

As part of Force Development, the Department identifies risks and gaps to its capability to accomplish the mission and strategic objectives. These risks are addressed through the analysis of alternative solutions; and business cases are developed to explore how alternatives could mitigate the risks. It is from the consideration of these business cases that the USCP prioritizes new initiatives and existing initiatives that are included in budget submissions.

E. ESTABLISHED POLICIES AND PROCEDURES

The USCP ensures that functions and programs are governed by effective policies and standard operating procedures. Consistent with the vision to be a model law enforcement agency, we base the development of these policies and procedures on the best practices across the law enforcement field. As we identify changing conditions through the Force Development process, we also adjust our policies and procedures appropriately.

F. STANDARDS AND ASSESSMENT

The USCP ensures that it continues to meet accepted standards for public safety through its accreditation by the Commission on Accreditation for Law Enforcement Agencies (CALEA). Through the accreditation process, the Department conducts ongoing monitoring of its adherence to standards. We welcome outside assessors from other law enforcement agencies to give a third party objective assessment of our functions and internal controls. The USCP also utilizes the CALEA network of law enforcement agencies to stay abreast of new developments in the field.

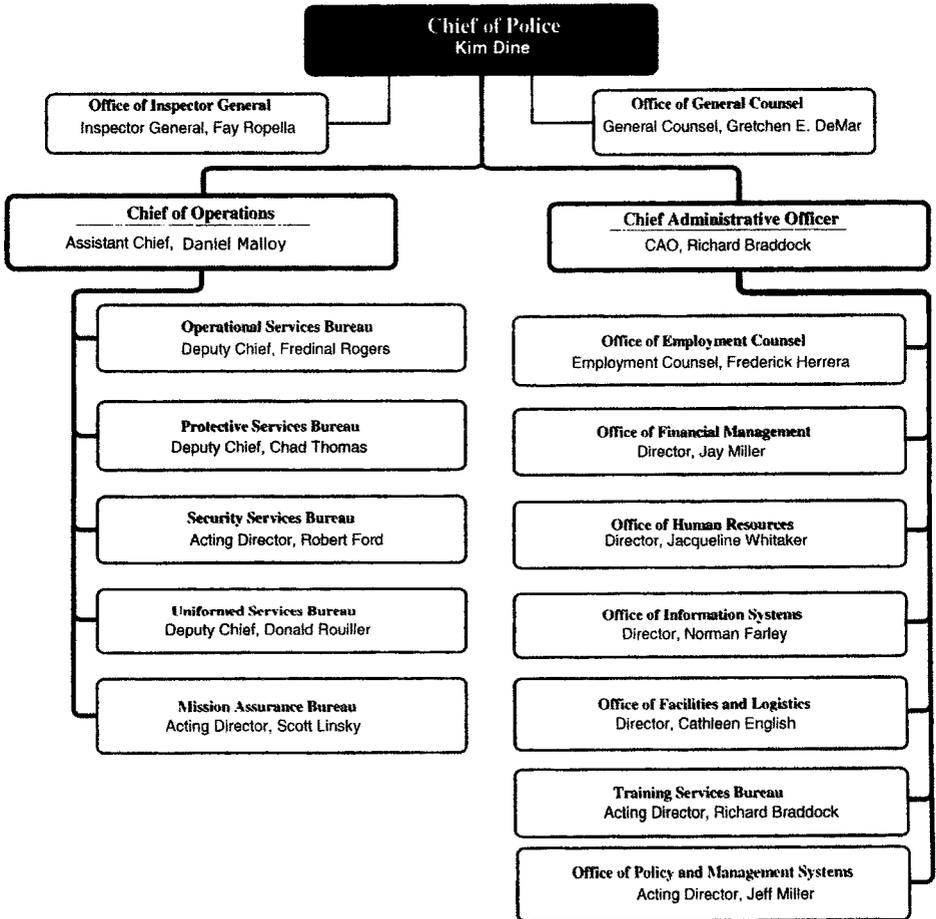
III. Organization Charts

This section provides two organizational views of the USCP:

- A. Major Organization Levels Chart,
- B. Major Functional Organization Levels Chart.

A. CAPITOL POLICE MAJOR ORGANIZATION LEVELS

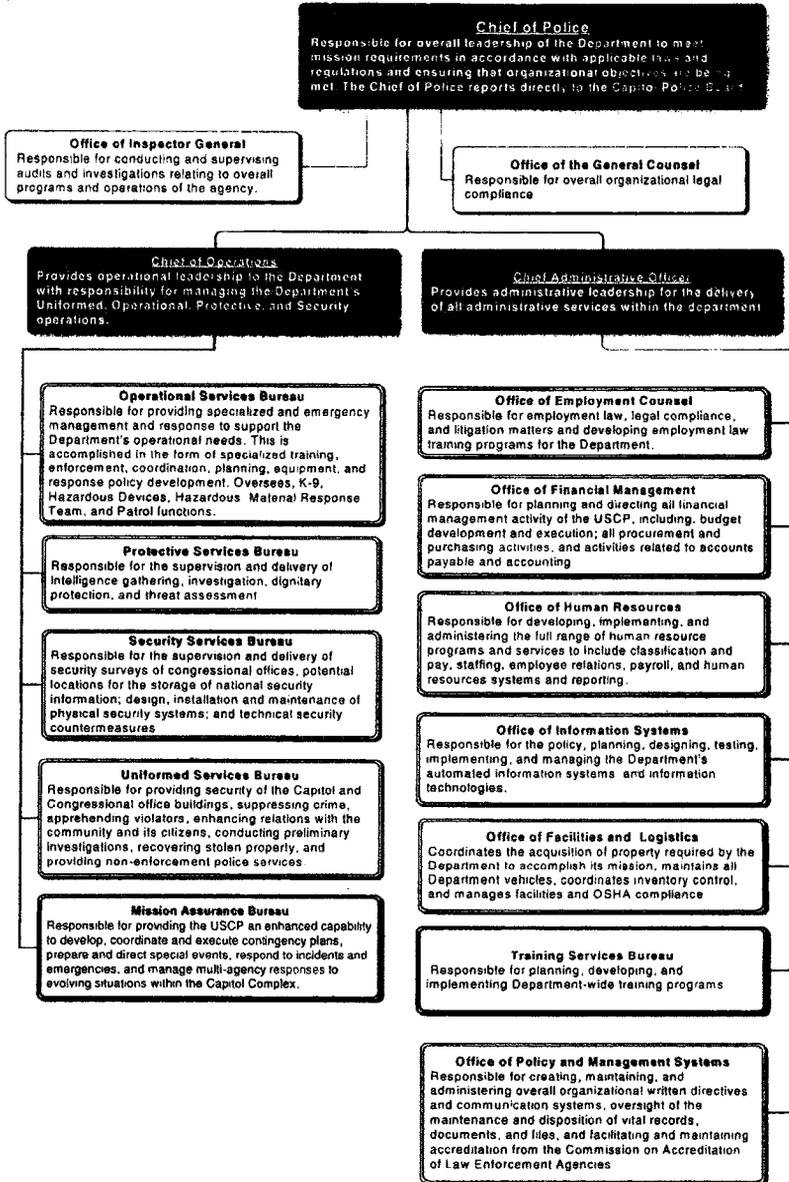
This chart illustrates the three major organizational levels: the Chief of Police, and the Operational and Administrative lines of operation. Each organizational element includes the name of the bureau commander or office director and the position title.



Note: The OIG is independent and reports to the Capitol Police Board.

B. CAPITOL POLICE FUNCTIONAL ORGANIZATION CHART

This Functional Organization Chart describes the overall responsibilities of each major organizational unit.

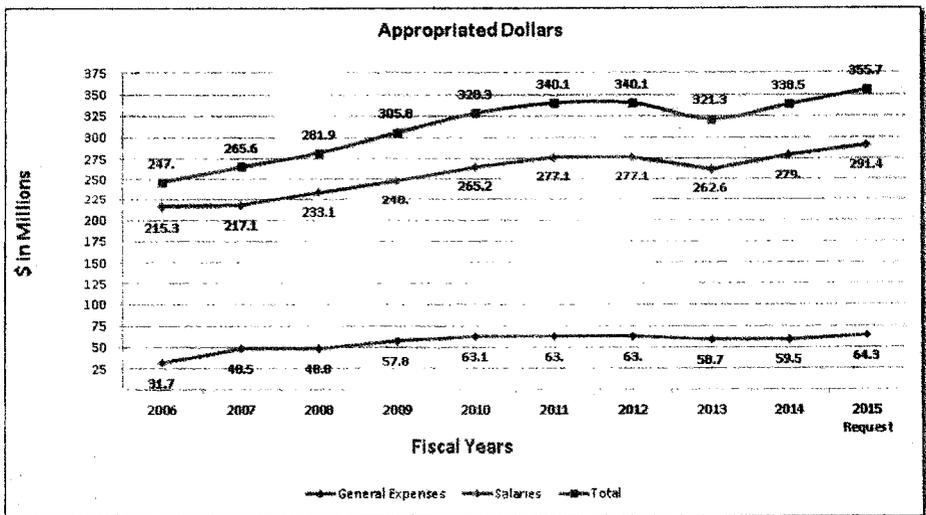


IV. Budget Details

The USCP receives two annual appropriations: Salaries and General Expenses, for personnel and non-personnel expenses, respectively. The changes requested for the operations in FY 2015 are discussed in the relevant sections below.

In the past decade, the USCP mission has changed due to the fact that the threat to which we have been expected to respond has changed in its nature, method, and intensity, thereby requiring a different approach in addressing threats. Additionally, the Department has assumed security operations for the Capitol Visitor Center and the Library of Congress. In response to this, USCP continues to evolve in our operations, intelligence and investigative capabilities to ensure proper coordination with our counterterrorism and law enforcement partners, ensure adequate staffing directly proportional to the increasing demands, and introduce technology to mitigate threats and risks. Undertaking the upgrades to x-ray machines, barriers, radios, video monitoring, law enforcement fleet, Command Center and information technology equipment, to name a few, the USCP has, with the support of Congress and the Capitol Police Board, improved its operations to meet these new challenges. In addition, threat levels necessitated us to deploy additional officers to secure posts and mitigate threats and risks facing the Capitol Complex. Thus, the increased demands to ensure an acceptable level of security necessitated a growth rate consistent and proportionate with the mission requirements and threats.

The ten year chart below demonstrates the appropriated levels of USCP for both Salaries and General Expenses with the FY 2015 levels based on this request.



Object Class Comparison

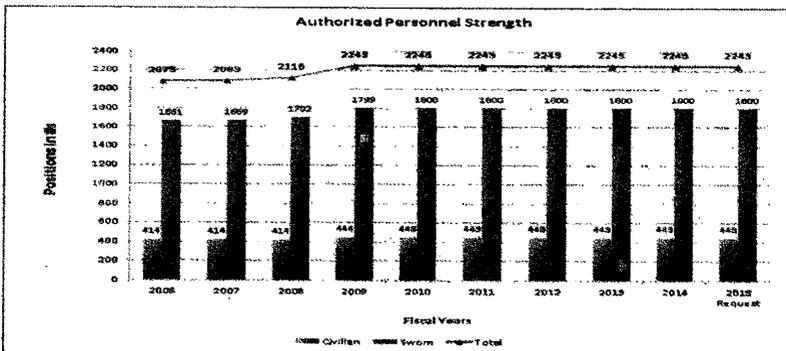
\$ in Thousands

Object Class	FY 2013 Actual	FY 2014 Enacted	FY 2015 Request	Change	% Change
Personnel Compensation	204,682	210,177	218,935	8,758	4%
Benefits	66,753	68,623	72,249	3,626	5%
Benefits to former personnel	121	200	220	20	10%
Equipment	7,783	10,144	11,008	864	9%
Insurance Claims and Indemnities	24	112	112		0%
Other Contractual Services	23,365	30,503	33,228	2,725	9%
Printing & Reproduction	298	15	38	23	153%
Rent, Communications, and Utilities	2,239	2,630	3,020	390	15%
Supplies & Materials	2,868	5,039	4,978	(61)	(1%)
Travel & Transportation of Persons	10,144	11,004	11,850	846	8%
Travel & Transportation of Things	12	12	26	14	117%
Grand Total	\$318,289	\$338,459	\$355,663	\$17,204	5%

A. SALARIES

USCP is requesting \$291.403 Million for Salaries to support 1,775 sworn and 370 civilian positions. This section provides details of the cost of personnel salaries, benefits, and overtime requirements, to include the cost of providing necessary training for the Department's staff in FY 2015. It also includes, but not limited to, promotions, within-grade increases, health benefits and retirement costs, all differentials, lump sum leave payments, overtime, hazardous duty pay, holiday pay, career ladder promotions, unemployment insurance, limited liability insurance, workers compensation, and Metro Transit Subsidy.

In line with the Legislative Branch Financial Management Council's guidance, a 1.8% cost-of-living adjustment is also included for all salary and overtime computations for calendar year 2015. Schedule B and the Analysis of Change Explanation in the Budget Schedules Section provide a detailed analysis of the Salaries changes of \$17.204 Million (see pages 24 & 25). An analysis of Positions by Rank and Grade is provided on page 26 in addition to the organizational levels charts on pages 10 and 11. The chart below demonstrates the personnel strength for sworn and civilian categories for ten years.



Note: In 2009, the Department merged with the LOC police.

Overtime (OT)

This budget submission contains a request for \$23.425 Million based on 394,756 hours in overtime funding necessary to meet core mission requirements not covered by onboard sworn personnel availability, to meet unanticipated requirements, and support security requirements.

NOTE: Beginning in FY 2013, USCP will be reimbursed by the Architect of the Capitol (AOC) requirements in accordance with Memorandum of Understanding (MOU) between USCP and the AOC for projects that may require additional USCP support.

USCP Projected Overtime FY 2015

Average OT rates: (Does not include benefits) CY 2014 = \$58.20, CY 2015 = \$59.75 USCP calculates its OT requirements, based on total hours required to support its requirements minus available personnel hours.		
FY 2015 – Projection	\$ 000's	Hours #'s
Base *	20,575	347,056
Unscheduled **	1,195	20,000
Training ***	1,434	24,000
Additional Operational Requirements		
LOC Non-Reimbursable Events ****	221	3,700
Grand Total of Operational Requirements	\$23,425	394,756
* Base Hours include: Core Mission, K-9 premium, Scheduled Special Events, DPD In/DPD Out of Session, Extended Sessions, and Promotion Backfill. LOC reimbursable not included in base.		
** Based on 5 year historical trend data, USCP projects the use of 5,000 hours per quarter to cover unscheduled protests, Demonstrations with civil disobedience, and unscheduled Congressional events such as special Joint Sessions, Gold Medal Ceremonies, and State/Congressional Funerals.		
*** USCP has added additional hours to support training requirements that cannot be accomplished through on-line training, roll call or in-service training and requires sworn officers be backfilled to accomplish training. (Active Shooter, Use of Force and Handgun/Rifle/Shotgun Qualification) (Provides average 16 hours for 1,500 officers)		
**** <u>Non-reimbursable events</u> – Request represents an estimate for LOC events scheduled throughout the year that require OT to support. These events are not included in the LOC core mission requirements and are therefore not reimbursable. USCP Tracks these events separately though Time and Attendance System.		

B. GENERAL EXPENSES

USCP is requesting \$64.260 Million for General Expenses to support the responsibilities for law enforcement, Capitol Complex physical and technological security, dignitary protection, intelligence analysis, event management, hazardous material/devices, information technology, and other specialized responses, as well as logistical and administrative support.

This section details expenses such as security equipment, uniforms, weapons, motor vehicles, communications and other equipment, supplies, materials, training, medical services, forensic services, professional services, the employee assistance program, the awards program, postage, communication services, travel and the relocation of instructor and liaison personnel for Federal Law Enforcement Training Center. Of particular note, our request includes the General

Expenses funds needed for contractor, equipment and travel costs to restore the critical training needed for sworn personnel. The chart in the following pages depicts the budget according to identified programs (highlighted in gray) and program components (above programs) as well as the change from FY 2014 Enacted funding levels.

FY 2015 GENERAL EXPENSES REQUEST								
Differences from FY 2014 Enacted								
Programs & Program Components/Project	Description	Program Change FY 14 to FY 15	FY 2013 Actuals	FY 2014 Enacted	FY 2015 Request	Change	% Change	
Chief Administrative Officer								
CAO Administration	Provides funding for CAO Administrative costs for travel, training, supplies, printing and binding and office equipment required to operate the CAO's office.	A decrease of (\$7,000) related to external training.	\$6,471	\$11,454	\$4,384	(\$7,070)	-62%	
Chief Administrative Officer Total			\$6,471	\$11,454	\$4,384	(\$7,070)	-62%	
Chief of Operations								
COO Administration-Command Operations	Provides funding for official travel, training and supplies for COO staff.		\$1,203	\$1,336	\$1,350	\$14	1%	
Inauguration	Provides funding to support for political conventions, as well as to support preparation activities associated with the Presidential Inauguration.		\$17,657	\$0	\$0	\$0	0%	
Chief of Operations Total			\$18,860	\$1,336	\$1,350	\$14	1%	
Chief of Police								
COP Administration	Provides funding for the Chief of Police (COP) and his immediate staff for official temporary duty travel, training, and to obtain operational supplies.	An increase \$6,800 for office supplies, membership fees, and external training.	\$10,015	\$16,216	\$23,062	\$6,846	42%	
Chief of Police Total			\$10,015	\$16,216	\$23,062	\$6,846	42%	
Mission Assurance Bureau								
Administration	Provides funding for administrative costs such as supplies, training and travel for the Mission Assurance Bureau. This office includes the Command Center, Emergency Management Division, Special Events, Reports Processing, Court Liaison and the Communications Division.	Increase related to office supplies.	\$17,642	\$8,550	\$8,950	\$400	5%	
MAB Operations	Provides funding for the Command Center Operations, Command Vehicle Operations and Communications Center Operations.	An increase of \$16,400 related to training and supplies for Command Center Operations.	\$71,139	\$85,381	\$101,869	\$16,488	19%	
Mission Assurance Bureau Total			\$88,781	\$93,931	\$110,819	\$16,888	18%	
Office of Employment Counsel								
OEC Administration	The Employment Counsel provides legal services for employment related matters to the Chief of Police and Capitol Police Board. funds continued response to legal inquiries from all elements of the Department for printing & binding (reproduction services), court reporting, clerical/secretarial assistance, paralegals, document management, publications, supplies, management development, travel, equipment, and training to maintain professional certifications.	A decrease of (\$19,200) related to contractor support service and an increase of \$9,100 related to external training, office supplies and subscriptions.	\$71,390	\$111,000	\$100,879	(\$10,121)	-9%	
Office of Employment Counsel Total			\$71,390	\$111,000	\$100,879	(\$10,121)	-9%	

Programs & Program Components / Projects	Description	Program Change FY 14 to FY 15	FY 2014 Actuals	FY 2014 Unacted	FY 2015 Request	Change	Change
Office of Facilities & Logistics							
Administration - OFL	The Office of Logistics incorporates Property and Asset Management, Vehicle Maintenance, Facilities Management and the immediate office of the Director. This program provides funding for administrative costs such as supplies, training and travel for the immediate office as well as monitoring of OSHA issues and medical monitoring as it relates to OSHA requirements.	An increase of \$121,000 for contractor services for critical clean-up, evidence disposal, first aid supplies, fitness equipment (repair and maintenance, an increase of \$308,000 for the medical monitoring and administrative support contracts.	\$454,915	\$515,501	\$904,524	\$389,023	75%
Administration - VMD	The Vehicle Maintenance Division provides critical support and maintenance for the entire USCP fleet of operational and specialty vehicles as well as bicycles and motorcycles. supports training for mechanics and other Vehicle Maintenance Division (VMD) staff to keep the USCP fleet at a high level of readiness.	Increase in training and uniform cleaning services.	\$23,023	\$34,560	\$38,200	\$3,640	11%
FMD Administration	Facilities management provides administration of space and facility requirements of the Department administrative costs for this Division include official travel, transportation of things, training, subscriptions, safety equipment and supplies. Provides equipment/supplies storage cabinets, high density filing system lockers, bulletin/white marker boards that are generally located in common areas such as lobbies and hallways, break room furnishings, and other associated office furniture furnishings and equipment for the immediate needs of the Department and unique furniture furnishings and equipment specific to law enforcement.	An increase of \$242,000 for PAC Bldg. Special AV systems, for contract support for office reconfigurations, and maintenance agreements.	\$185,068	\$211,449	\$453,650	\$242,201	115%
PAMD Administration	The Property Asset Management Division provides critical logistical support through the issuance of uniforms and equipment to officers and provides central receiving and inventory management service to the Department. provides funding for administrative costs such as supplies, training and travel for the Property Asset and Management Division. Provides funding for new uniforms and equipment for recruits, the Containment Emergency Response Team (CERT), the Canine unit, as well as other specialty units. The funding also supports uniform and equipment replacement for existing officers, dry cleaning, uniform alterations, and medal and ribbon purchasing.	An increase for membership fees and miscellaneous office supplies	\$1,180	\$5,500	\$12,500	\$7,000	127%
PAMD Logistics Support		A net decrease of \$834,832 for replacement body armor and tactical helmet replacement purchased in FY14, offset by increases for specialty unit and sworn uniform replacement	\$611,374	\$3,161,842	\$2,327,010	(\$834,832)	-26%
VMD Fleet Management	The Vehicle Maintenance Division (VMD) is responsible for providing preventive maintenance, repairs and the procurement of 221 vehicles, 22 specialty vehicles 48 motorcycles, and 144 pieces of equipment (mountain bikes, trailers, light towers, message coasters). supports the maintenance activities of the VMD.	Increases for vehicle lease and re-purchase, including out-of-state leases. (In accordance with the 5 Year Fleet Plan, the FY 2015 request also includes funding for cyclical replacement of fleet vehicles for 10 mountain bikes, lifecycle replacement of 2 trailers, 1 HMBRT quick Response truck, and 2 solar message boards).	\$2,540,624	\$2,560,641	\$3,208,800	\$648,159	25%
Office of Facilities & Logistics Total			\$3,816,184	\$6,489,493	\$6,944,684	\$455,191	7%

Programs & Program Components (Project)	Description	Program Change FY 14 to FY 15	FY 2013 Actuals	FY 2014 Enacted	FY 2015 Request	Change	% Change
Office of Financial Management							
OFM Administration	The Office of Financial Management is responsible for the overall management of all financial activity of the Department. The Office of Financial Management is responsible for planning and directing all financial activity of the USCP including budget development and execution, all procurement and purchasing activities, as well as the activities related to the accounts payable and accounting, provides funds for travel, training, supplies, subscriptions and miscellaneous office equipment required to run the Office of Financial Management.	An increase in training for OFM and Procurement staff.	\$9,695	\$6,500	\$60,900	\$54,400	83%
OFM Agency Services	Through the Agency-wide Services account, the Office of Financial Management administers the fleet card program, management of copiers, commercial faxes and multi-functional machines (copy/scan/print/fax), postage and fees, tort claims, and other agency-wide services.	An increase of \$76,000 for external training for agency-wide Appropriations Law training and \$23,000 for Contracting Officer's Representative training, a \$122,000 increase for COOP related activities and a \$44,000 for vehicle fluid supplies.	\$660,326	\$800,031	\$1,067,750	\$267,719	33%
OFM Financial Management & Accountability	Includes funding requests for contractual support, which includes outsourcing contract support and the Cross Servicing Agreement for the Financial Management System.	Increases in financial management contractual support for accounting, budget, and financial systems and a decrease in funds needed for the Library of Congress support of the Momentum financial system.	\$616,280	\$756,955	\$1,090,400	\$333,445	44%
Office of Financial Management Total			\$1,286,302	\$1,563,486	\$2,219,850	\$655,544	42%
Office of General Counsel							
OGC Administration	The Office of the General Counsel (OGC) is directly responsible to the Chief of Police and the Capitol Police Board for performing a wide range of legal duties and for overall organizational legal compliance, including advising operational and administrative elements in all legal matters pertaining to the administration and operation of the Department.	An increase of \$55,400 primarily in contractor support subscription and office supplies.	\$80,187	\$124,735	\$150,894	\$26,159	21%
Office of General Counsel Total			\$80,187	\$124,735	\$150,894	\$26,159	21%
Office of Human Resources							
OHR Administration	The Office of Human Resources provides human resource and payroll services to support the human capital activities of the Department. provides funding for training, travel, printing, binding, membership fees, operational supplies, and publications. Additionally, includes funding for employee benefit services such as the awards program.	Increase in miscellaneous supplies and materials.	\$900	\$900	\$1,500	\$600	67%
OHR Operations	Includes funding requests for contractual support, which includes outsourcing contract support for the time and attendance system and NFC.	Increase of \$370,000 for labor relations contractor support. Increase of \$117,000 for NFC contract costs.	\$345,527	\$326,202	\$855,424	\$529,222	162%
OHR Recruiting and Staffing	Provides funding for background investigations, polygraph testing, credit checks, medical services and psychological screening. Additionally, the program supports recruiting, travel, advertising, and supplies also supports annual licensing, user fees and new modules for the Human Resources Management System.	A decrease to reflect reduced applicant testing costs in FY 15.	\$753,246	\$2,185,143	\$1,974,097	(\$211,047)	-10%
Office of Human Resources Total			\$1,099,673	\$2,512,245	\$2,831,021	\$318,775	13%

Programs & Program Components/Projects	Description	Program Change FY 14 to FY 15	FY 2013 Actuals	FY 2014 Enacted	FY 2015 Request	Change	Change
Office of Information Systems							
OIS Administration	Provides for travel, operational supplies, subscriptions (CD Reference information), training and travel for the information technology (IT) operations of the Department. Training and travel are primarily for IT specialists, specifically in cyber security, program management, web content, database administration, records and document management, internal controls, Micro-Soft systems administration, Network engineering, and MS SQL.	An increase in contract support for the Program Management Office to manage large systems implementation in accordance with best practices. Funds provide support for project scheduling, risk analysis, system development and administrative support. Increase primarily due to offsets in baseline.	\$808,253	\$1,230,779	\$1,373,172	\$142,393	12%
OIS Enterprise Applications	Focuses on "software" support, managing applications through its entire lifecycle. It provides support to enterprise business applications and to law enforcement applications. It manages web applications including PoliceNet (intranet web site) and the USCP Internet web site. It develops IT policies, provides operational and managerial analysis and support, implements IT programs, capital planning and investment control and provides enterprise architecture support.	Decreases primarily in law enforcement information systems and enterprise business application contractor support	\$2,289,817	\$2,250,000	\$2,060,000	(\$190,000)	-8%
OIS Information Security	Is responsible for IT security and information assurance for the department. It also supports the Privacy Program. It conducts Department wide training for Security Awareness, privacy and rule of behavior.	A decrease in information security equipment costs.	\$684,099	\$948,000	\$827,000	(\$121,000)	-13%
OIS Network Communications	Provides services for all wireless devices such as Blackberries, Aircards, Cell Phones and PDAs. The Operational and Engineering support for the USCP Radio System are all network infrastructure to include routers, switches, firewalls, fiber optic backbone, Ethernet LAN cabling and all leased line telecommunications circuits.	An increase of \$1,804,000 for fiber optic contract support, fiber and copper infrastructure supplies, wiring maintenance agreements, and local telecommunications. An increase of \$200,000 for data network contractor support.	\$5,026,425	\$10,591,586	\$12,592,000	\$2,000,414	19%
OIS Operations	Provides "hardware support" and front line customer service. Its functions include: Data Center support, server & storage administration, E-mail administration, PC & laptop support and services, IT customer helpdesk and IT customer service building support	Increase to fund software maintenance to cover equipment at the new data center and lifecycle replacement will fund personal computers, laptops, printers, hardware server life cycle replacement for eight servers, and storage area network servers (SAN) for the remaining SAN servers.	\$2,963,416	\$3,266,000	\$3,668,650	\$402,650	12%
Radio Modernization	Provides funding for the new radio communications system.		\$1,024,888	\$0	\$0	\$0	0%
Office of Information Systems Total			\$12,796,899	\$18,286,365	\$20,520,822	\$2,234,457	12%
Office of Inspector General							
OIG Administration	The Inspector General has the authority and responsibility to supervise and conduct audits, inspections, and investigations involving USCP programs, functions, systems, or operations.	An increase of \$24,000 for contractor support services, training, supplies and printing.	\$580,750	\$738,000	\$762,000	\$24,000	3%
Office of Inspector General Total			\$580,750	\$738,000	\$762,000	\$24,000	3%

Programs & Program Components (Projects)	Description	Program Change FY 14 to FY 15	FY 2013 Actuals	FY 2014 Enacted	FY 2015 Request	Change	% Change
Office of Policy & Management Systems							
	Provides funding for the Office of Policy and Management Systems to create, maintain, and administer the written directive system, create, maintain, and administer the written communications system, administer the vital records, documents, and files system, and manage, facilitate and maintain accreditation from the Commission on Accreditation of Law Enforcement Agencies, Inc. (CALEA).	An increase of \$18,000 for training; \$10,100 travel for training; \$1,000 for non-capitalized equipment, and \$2,200 for supplies.	\$9,905	\$11,093	\$42,479	\$31,386	283%
Office of Policy & Management Systems Total			\$9,905	\$11,093	\$42,479	\$31,386	283%
Office of Professional Responsibility							
OPR Administration	The Office of Professional Responsibility is comprised of Internal Affairs Division (IAD) and the Inspection Division (ID). IAD conducts internal administrative investigations of allegations of misconduct made against members of the Department. IAD conducts reviews of Departmental operations, program facilities, personnel, documents, processes and activities for efficiency and effectiveness as well as legal and regulatory compliance. The OPR Administration program provides funding for administrative costs such as supplies, training and travel.	An increase of \$10,600 primarily related to training and training travel.	\$7,310	\$40,385	\$51,058	\$10,673	26%
Office of Professional Responsibility Total			\$7,310	\$40,385	\$51,058	\$10,673	26%
Operational Services Bureau							
OSB Administration	Provides funding for Operational Services Bureau administrative costs such as official travel for the immediate office, contractor support services, and office supplies. OSB includes the Patrol Mobile Response Division, Hazardous Devices Section, the Hazardous Materials Response Team, K-9 and Offsite Delivery, and the Containment Emergency Response Team (CERT).		\$30	\$1,114	\$1,125	\$11	1%
OSB Hazardous Incident Response	Provides funding for operating supplies, controlled explosives, and required equipment to carry out the mission. The Hazardous incident response program is comprised of the Hazardous Devices Section and the Hazardous Materials Response Team. These teams are responsible for prevention and mitigation of explosive devices.	A decrease of (\$40,800) for training and travel used to attend critical training; a decrease of (\$66,700) for non-capitalized equipment; an increase of \$18,000 for office and miscellaneous supplies (i.e., office supplies, gloves, facemasks, universal suits, junk cars, mock IED devices, and special HDS tools and equipment); an increase of \$9,300 controlled explosives and ammunition; an increase of \$58,500 for capitalized equipment including the FirstDefender RMK.	\$501,799	\$511,776	\$481,769	(\$30,007)	-6%
OSB Patrol Mobile Response Division	Patrol Mobile Response consists of Uniformed Patrol, the Motorcycle Unit, Mountain Bike Unit, CERT Operators, THER Team, Crime Scene Technicians, the Crash Investigation Team, the Intoxlyzer Unit, Offsite-Delivery and the K-9 Unit.	An increase of \$69,700 for training and travel for CERT and PMRD, and K9; a decrease of (\$18,600) for veterinary services and (\$12,800) in vendor services and supplies and materials; an increase of \$13,600 for government support services; an increase of \$10,600 for K-9 supplies and controlled explosives; an increase of \$13,000 for capitalized and non-capitalized equipment.	\$177,411	\$246,083	\$322,041	\$75,958	31%
Operational Services Bureau Total			\$679,240	\$758,973	\$804,935	\$45,962	6%
Protective Services Bureau							
PSB Administration	Protective Services Bureau includes Digital Protection, and the Investigations Division, which includes intelligence operations, threat assessments, and criminal investigations. Provides funding for administrative costs such as supplies and contractual support for the Protective Services Bureau and training and travel for the immediate office.	A decrease in contractor support for administrative functions	\$71,183	\$173,678	\$129,660	(\$44,018)	-25%

Programs & Program Components (Projects)	Description	Program Change FY 14 to FY 15	FY 2013 Actuals	FY 2014 Budget	FY 2015 Request	Change	Change
PSB Protective Detail Travel	Provides funding for Dignitary Protection Division (DPD) travel. The DPD is responsible for protecting Members assigned to Leadership positions in the U.S. House of Representatives and U.S. Senate as well as Members who receive direct threats that have been assessed through PSB and approved by the Capitol Police Board. Also provides protective escorts within the Capitol Complex for Heads of State, VIP's and other visiting dignitaries.	Increase of \$196,000 for protective detail travel and \$100,000 increase for charter flights	\$8,105,566	\$8,772,647	\$9,270,210	\$497,563	6%
PSB Protective Services	Investigations support and Protective Intelligence contracts and operating expenses as well as training and travel for intelligence and investigations agents.	Increases in Protective Intelligence travel and training and a \$197,000 increase for top secret security networks.	\$184,720	\$214,400	\$582,376	\$367,976	172%
Protective Services Bureau Total			\$8,361,470	\$9,160,725	\$9,982,186	\$821,461	9%
Security Services Bureau							
SSB Access Control	Provides funding for numerous critical projects such as the security contract for the Alternate Computer Facility (ACF) which houses the back-up computer network for the U.S. House of Representatives, U.S. Senate, Architect of the Capitol, and the Library of Congress. Other projects include: vehicle barrier support, card access systems, command center operations, fire doors, kiosks, locks and keys, and podiums.	An increase of \$688,000 in contractor support services related to renegotiated contract costs for the repair and maintenance of the 20R barriers across the Capitol Complex, technical support for Card Access, Fire Doors and Podiums. An increase of \$5,000 for miscellaneous materials and supplies for Podium hardware. An increase of \$86,000 in system supplies and materials for the purchase of spare parts for all installed barriers, card access readers, and fire doors. A decrease of (\$163,500) in non-capitalized equipment for the planned life cycle replacement of parts. An increase of \$17,600 in non-capitalized software for the Security LAN.	\$3,023,379	\$2,428,702	\$3,061,639	\$632,937	26%
SSB Administration	Provides funding for travel, training, maintenance and repairs of the security systems network, and supplies for each of the Divisions of security services.	An increase of \$153,000 primarily for training and travel needed for out of town training, vendor demonstrations and factory acceptance testings.	\$148,664	\$166,332	\$319,609	\$153,277	92%
SSB Detection and Screening Systems	Provides funding for several projects for detection and screening throughout the Capitol Complex. Projects include Closed Circuit Television (CCTV), digital video recorder, duress, emergency call boxes, explosive detectors, intrusion alarm, metal detectors, pedestrian monitoring, Secure Compartmented Information Facilities (SCIF) alarms, and X-ray.	A decrease of (\$107,000) in contractor support services (CCTV) and an increase of \$10,000 (X-Rays); a decrease of (\$22,000) in systems supplies and materials; a decrease of (\$440,000) in non-capitalized equipment; and an increase of \$582,000 in capitalized equipment (X-Rays and Explosive Detectors).	\$2,716,829	\$2,732,949	\$2,755,651	\$22,702	1%
SSB Security Systems Maintenance	Provides funding for emergency annunciators, the public address system, and the comprehensive maintenance contract to support systems, repair and preventive maintenance of the security systems on the Capitol Complex. Also included are security installation support, the security network, and specialized security equipment.	A decrease of (\$67,700) for contractor support services related to renegotiated contracts for support staffing, the immediate maintenance response by staff technicians on-site 24-hours-a-day, 7 days a-week, as well as, preventative maintenance, testing and repair of the integrated security management systems; an increase of \$15,000 in system supplies for Mass Notification Systems; a decrease of (\$810,400) for non-capitalized equipment; and an increase of \$12,000 for non-capitalized software.	\$5,377,849	\$6,218,613	\$5,367,426	(\$851,187)	-14%

Programs & Program Components/Projects	Description	Program Change FY 14 to FY 15	FY 2013 Actual	FY 2014 Budget	FY 2015 Request	Change	% Change
SSB Special Projects	Funds the outcomes of our continued efforts to keep up with the changing security environment and threat level that the Capitol community faces every day. The projects within are a result of our collaboration with and support of our stakeholders, and they are designed to ensure that safety concerns are addressed. Multi-year funds are requested for these projects, as, in many cases, their execution is heavily dependent on variables over which the USCP has no direct control.	A decrease of (\$100,000) for the O'Neill Office Building Security Design and a decrease of (\$100,000) for the Security Fit-Out Radio Modernization Equipment Room.	\$234,998	\$300,000	\$0	(\$200,000)	-100%
SSB Technical Countermeasures	Provides funding for projects such as detection maintenance, equipment services and supplies, life cycle replacement and Technical Countermeasure (TCM) specialized security equipment.		\$3,459,538	\$3,466,800	\$3,466,800	\$0	0%
SSB Inauguration	Provides funding to support security requirements for political conventions, as well as to support preparation activities associated with the Presidential Inauguration.	A decrease of (\$369,900) in contractor support, non-capitalized equipment and software and printing. Funds were originally appropriated for the FY2013 Inauguration.	\$369,977	\$0	\$0	\$0	0%
Security Services Bureau Total			\$15,331,314	\$15,213,396	\$14,971,125	(\$242,271)	-2%
Training Services Bureau							
TSB Administration	Training Services provides recruit and in-service training services for the Department, includes administrative costs for the Training Services Bureau (TSB) such as official travel, relocation moves for USCP personnel assigned to FLETC Georgia, office supplies as well as firing range simulation.	An increase of \$45,000 for government support services; an increase of \$10,100 for the transportation of household goods and personal effects for FLETC GA personnel; and a decrease of (\$12,200) local travel, travel for training and office supplies.	\$17,372	\$30,290	\$73,268	\$42,978	142%
TSB Training Services	Includes operational costs for recruit and in-service training for USCP sworn staff, costs for ammunition and firing range administration, Cheltenham usage (firing and driving range) and facility costs as well as costs for the Police Executive Leadership Program.	An increase of \$124,400 for training and travel; a decrease of (\$511,000) for management development (SMIP, PELP, PAI/P); an increase of \$54,700 for FLETC facility and training costs; a decrease of (\$324,400) for contractor support services (Rule Players, MILG, TRX Simulator); a decrease of (\$15,500) in training related government support services; an increase of \$7,000 for supplies and materials; an increase of \$758,800 for controlled explosives and ammunition due to new recruits and replenishment of stock pile to one year's worth; a decrease of (\$82,000) in non-capitalized equipment; and an increase of \$360,000 for weapons lifecycle replacement and replacement of weapon parts for the Firearms Training Qualification project.	\$2,417,551	\$4,236,999	\$4,608,920	\$371,921	9%
Training Services Bureau Total			\$2,434,923	\$4,267,289	\$4,682,188	\$414,899	10%
Uniformed Services Bureau							
USB Administration	Provides funding for USB administrative costs, which include travel, training, supplies, and office equipment.	A decrease of \$1,400 in office and miscellaneous supplies.	\$53,747	\$58,877	\$57,429	(\$1,448)	-2%
Uniformed Services Bureau Total			\$53,747	\$58,877	\$57,429	(\$1,448)	-2%

V. FY 2015 Budget Schedules

1. FY 2015 Resource Summary
2. Details by Object Category
3. Schedule B: Analysis of Change
4. Positions by Rank and Grade
5. Proposed Appropriations Language

1. RESOURCE SUMMARY

United States Capitol Police FY 2015 Resource Summary (Dollars in Thousands)					
Personnel	FY2013	FY2014 Enacted	FY2015 Request	Change FY14/FY15	% Change
	Budget Authority				
Appropriation	277,133	279,000	291,403	12,403	4.45%
Rescission	(554)				
Sequestration	(13,941)				
Transfers In	10,450				
Total	\$273,087	\$279,000	\$291,403	\$12,403	4.45%
General Expenses	FY2013	FY2014 Enacted	FY2015 Request	Change FY14/FY15	% Change
	Budget Authority				
Appropriation	62,004	59,459	64,260	4,801	8.07%
Rescission	(124)				
Sequestration	(3,169)				
Transfer Out	(10,450)				
Total	48,261	59,459	64,260	4,801	8.07%
Total Appropriation	\$321,348	\$338,459	\$355,663	\$17,204	5.08%

Note: Totals may contain rounding variances

2. DETAILS BY OBJECT CATEGORY

Summary by Object Category
(Dollars in Thousands)

Object Category	FY 2013	FY 2014	FY 2015 Final	Change	% Change
	Actual	Enacted	Request		
11.1 Full-time Permanent	\$176,467	\$182,200	\$189,455	7,255	4%
11.5 Other personnel compensation	28,215	27,977	29,480	1,503	5%
12.1 Civilian personnel benefits	66,753	68,623	72,249	3,626	5%
13.1 Benefits for former personnel	121	200	220	20	10%
Total Salaries	271,556	279,000	291,403	12,403	4%
21.0 Travel & Transportation of Persons	10,144	11,004	11,850	846	8%
22.0 Transportation of Things	12	12	26	14	116%
23.3 Rent, Communications, Utilities & Misc. Charges	2,240	2,631	3,020	390	15%
24.0 Printing & Reproduction	298	15	38	23	153%
25.1 Advisory & Assistance Services	18,781	24,281	25,730	1,449	6%
25.2 Other Services	2,471	3,796	4,379	583	15%
25.3 Other Purchases of Goods & Svcs from Govt	1,836	2,170	2,525	355	16%
25.6 Medical Care	45	89	394	305	342%
25.7 Operations & Maint Equipment	231	167	200	33	20%
26.0 Supply & Materials	2,868	5,039	4,977	(62)	(1%)
31.0 Equipment	7,783	10,144	11,008	864	9%
42.0 Insurance Claims & Indemnities	24	113	113		0%
Total General Expenses	46,733	59,459	64,260	4,801	8%
Total USCP	\$318,289	\$338,459	\$355,663	\$17,204	5%

3. SCHEDULE B: ANALYSIS OF CHANGE

United States Capitol Police

FY 2015 Analysis of Change		
Dollars in Thousands		
	FY2015 Agency Request Positions	Amount
FY 2014 Enacted	2,145	\$338,459
FY 2015 Change:		
Non-recurring Costs		
Special Projects		(200)
Total, Non-recurring Costs		(200)
Pay and Related Costs		
FY 2014 Salaries for Authorized FTE's Annualized for FY 2015		6,864
FY 2015 Within Grade Increases & Promotions		274
Overtime - Core Mission, Training, Unscheduled, etc.		642
Annualized Benefits		3,626
Lump Sum & Misc. Payments		997
Total, Pay and Related Costs		12,403
Price Level Changes		375
Program Changes (Net)		
Security Services: Access Control (Card Access, Barriers, Fire Doors, Kiosk)		480
Administrative		886
Financial Management: Agency-wide Services (gas, internal training, and equipment)		268
Information Systems: Enterprise Applications		(190)
Information Systems: Information Security		(121)
Security Services: Detection/Screening Systems-lifecycle replacement, contractor support, equipment		10
Facilities Mgmt.: FFE Refreshment and Contracts		152
Property Management: Logistical Support		(835)
Financial Management & Accountability (Momentum/Maximo systems and contractor support)		333
Fleet Management: Vehicles, repairs, rental, supplies		648
Operational Services: Hazardous Response- external training, travel for training, ammunition, equipment		(26)
Human Resources: Operations and Systems		529
Human Resources: Recruiting and Employment		(211)
Information Systems: Network Communications		2,000
Information Systems: Operations		403
Mission Assurance Bureau: Operations - contractor support, training, travel for training, equipment		16
Operational Services: Patrol Mobile Response - training, travel for training, ammunition, equipment		72
Protective Services: Protective Detail - Travel and chartered flights		497
Protective Services: Protective service - contractor support, training, travel for training, equipment		368
Security services: Security Systems Maintenance - Life cycle replacement, contractor support, equipment		(862)
Security Services: Technical Countermeasures		(165)
Training Services: Training Programs		372
Total, Program Changes		4,626
Net Increase/Decrease		17,204
Total Appropriation	2,145	355,663

4. POSITIONS BY RANK AND GRADE

This chart is an analysis of the FY 2015 personnel request for positions, by rank and grade based on authorizations. Sworn and civilian employees are compensated under two separate pay tables: the civilian pay table (CP) is a graded system from levels 1 to 15; while, the sworn pay table is rank ordered from Private through Deputy Chief. Office of Inspector General staff is listed as appointed, and their compensation rates are determined by the Inspector General. The Chief of Police, Assistant Chief, Chief Administrative Officer, General Counsel and Inspector General are statutory/appointed employees and compensation is directed by statute/equivalent.

(#'s)

GRADE	Appointed* FY15	Sworn FY15	Civilian FY15	Total USCP FY15
Chief	1			1
Assistant Chief	1			1
Deputy Chief		5		5
Inspector		10		10
Captain		18		18
Lieutenant		52		52
Sergeant/Special Technician		183		183
Officer/Equivalent		1530		1530
TOTAL SWORN		1798	0	1800
CAO, OGC, CP-14/15	2		11	13
CP-13			27	27
CP-11 to 12			75	75
CP-4 to 10			272	272
CP-3			52	52
OIG	4			4
TOTAL CIVILIAN	6	0	437	443
TOTAL	8	1798	437	2243

5. PROPOSED APPROPRIATIONS LANGUAGE

Salaries

For salaries of employees of the Capitol Police, including overtime, hazardous duty pay [differential], and Government contributions for health, retirement, social security, professional liability insurance, and other applicable employee benefits, [\$279,000,000] \$291,403,000 to be disbursed by the Chief of the Capitol Police or his designee. (*Legislative Branch Appropriations Act, 2014.*)

General Expenses

For necessary expenses of the Capitol Police, including motor vehicles, communications and other equipment, security equipment and installation, uniforms, weapons, supplies, materials, training, medical services, forensic services, stenographic services, personal and professional services, the employee assistance program, the awards program, postage, communication services, travel advances, relocation of instructor and liaison personnel for the Federal Law Enforcement Training Center, and not more than \$5,000 to be expended on the certification of the Chief of the Capitol Police in connection with official representation and reception expenses, [\$59,459,000] \$64,260,000, to be disbursed by the Chief of the Capitol Police or his designee: Provided, that, notwithstanding any other provision of law, the cost of basic training for the Capitol Police at the Federal Law Enforcement Training Center for fiscal year [2014] 2015 shall be paid by the Secretary of Homeland Security from funds available to the Department of Homeland Security. (*Legislative Branch Appropriations Act, 2014.*)

VII. Index of Acronyms

ACF	Alternate Computer Facility
AOC	Architect of the Capitol
CERT	Containment Emergency Response Team
CALEA	Commission on Accreditation of Law Enforcement Agencies
CAO	Chief Administrative Officer
CCTV	Closed Circuit TV
CD	Compact Disk
ConAdmin	Concept of Administration
CONOPS	Concept of Operations
COO	Chief of Operations (Assistant Chief)
COOP	Continuity of Operations
COP	Chief of Police
CP	Civilian Pay
CY	Calendar Year
DPD	Dignitary Protective Division
FD	Force Development
FFE	Furniture, Fixtures, and Equipment
FLETC	Federal Law Enforcement Training Center
FY	Fiscal Year
HDS	Hazardous Devices Section
IAD	Internal Affairs Division
ID	Inspection Division
IED	Improvised Explosive Device
IT	Information Technology
K-9	Canine
LAN	Local Area Network
LOC	Library of Congress
MAB (OPOHS)	Mission Assurance Bureau (<i>formerly Office of Plans, Operations and Homeland Security</i>)
MOU	Memorandum of Understanding
MS SQL	Microsoft SQL
NFC	National Finance Center
OEC	Office of Employment Counsel
OFL	Office of Facilities and Logistics
OFL-FMD	OFL-Facilities Maintenance Division
OFL-PAMD	OFL-Property and Asset Management Division
OFL-VMD	OFL-Vehicle Maintenance Division
OFM	Office of Financial Management
OGC	Office of General Counsel
OHR	Office of Human Resources
OIG	Office of Inspector General
OIS	Office of Information Systems
OPOL(DAD)	Office of Policy and Management Services
OPR	Office of Professional Responsibility

OSB	Operational Services Bureau
OSB-PMRD	OSB-Patrol Mobile Response Division
OSHA	Occupational Safety and Health Administration
OT	Overtime
PSB	Protective Services Bureau
PDA	Personal Digital Assistant
SAN	Storage Area Network
SCIF	Secure Compartmented Information Facilities
SSB	Security Services Bureau
TCM	Technical Counter Measures
TSB	Training Services Bureau
USB	Uniformed Services Bureau
USCP	United States Capitol Police

SWORN AND CIVILIAN SALARY ESTIMATES

**Sworn salary
Base PP 18 FY 2013**

	Positions	Salary
Total Salary-Sworn	1,722	143,752
Total Salary - Sworn - Appointed	2	342
Backfill for open positions in FY 14	51	2,838
	1,775	146,932
FY 2013 PP 19 WIGS		82
FY 2014 COLA (1%)	-	1,102
FY 2014 WIGS (with 1% FY 14 cola)		2,665
FY 2013-14 Sworn Promotion Impact (including 1% COLA)		148
Subtotal		3,997
Total Sworn Salary base for FY 2014	1,775	150,928

\$ 000's

**Civilian salary
Base PP 18 FY 2013**

	Positions	Salary
Total Salary - Civilian	348	31,241
Total Salary Appointed	5	799
Backfill for open positions to 370	17	1,530
	370	33,570
FY 2013 PP 19 WIGS		20
FY 2014 COLA		252
FY 2014 WIGS		240
FY 2014 Career-Ladder Promotions		11
Subtotal		523
Total Civilian Salary base for FY 2014	370	34,093

**United States Capitol Police
General Expenses by Program, Project and BOC**

Program Project	BOC	BOC Description	FY2014		FY 2015 Request	Change from FY 2014	
			FY13 EOY Actuals	Enacted/ Op Plan			
			\$	\$	\$	\$	%
Chief Administrative Officer							
	CAO Administration						
	CAO Administration						
	2512 External Training			7,070	0	(7,070)	-100%
	2526 Contractor Support Services non-Federal		5,000	-	-	-	0%
	2610 Office & Miscellaneous Supplies		1,471	2,674	2,674	-	0%
	2630 Subscriptions and Publications		-	1,710	1,710	-	0%
	CAO Administration Total		6,471	11,454	4,384	(7,070)	-62%
	CAO Administration Total		6,471	11,454	4,384	(7,070)	-62%
Chief Administrative Officer Total							
			6,471	11,454	4,384	(7,070)	-62%
Chief of Operations							
COO Administration-Command Ops							
	COO Administration						
	2610 Office & Miscellaneous Supplies		1,203	1,336	1,350	14	1%
	COO Administration Total		1,203	1,336	1,350	14	1%
	COO Administration-Command Ops Total		1,203	1,336	1,350	14	1%
Inauguration							
	Inauguration						
	2310 Rental of Equipment		1,072	-	-	-	0%
	2610 Office & Miscellaneous Supplies		7,528	-	-	-	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery		9,059	-	-	-	0%
	Inauguration Total		17,657	-	-	-	0%
	Inauguration Total		17,657	-	-	-	0%
	Chief of Operations Total		18,860	1,336	1,350	14	1%
Chief of Police							
COP Administration							
	COP Administration						
	2110 Temporary Duty (TDY) Travel		-	1,800	2,028	228	13%
	2510 Membership Fees		1,175	2,160	2,175	15	1%
	2512 External Training		-	-	5,795	5,795	0%
	2610 Office & Miscellaneous Supplies		6,027	7,456	7,830	374	5%
	2630 Subscriptions and Publications		499	300	234	(66)	-22%
	COP Administration Total		7,701	11,716	18,062	6,346	54%
COP Representation Fund							
	2610 Office & Miscellaneous Supplies		1,172	4,500	5,000	500	11%
	2615 Provisions		1,142	-	-	-	0%
	COP Representation Fund Total		2,314	4,500	5,000	500	11%
	COP Administration Total		10,015	16,216	23,062	6,846	42%
	Chief of Police Total		10,015	16,216	23,062	6,846	42%
Mission Assurance Bureau							
	MAB Administration						
	MAB Administration						
	2111 Temp Travel Training		-	1,275	900	(375)	-29%
	2512 External Training		975	-	-	-	0%
	2526 Contractor Support Services non-Federal		12,863	975	-	(975)	-100%
	2610 Office & Miscellaneous Supplies		2,986	4,500	6,250	1,750	39%
	MAB Administration Total		16,824	6,750	7,150	400	6%
MAB Command Ctr Ops Admin							
	2610 Office & Miscellaneous Supplies		818	1,800	1,800	-	0%
	MAB Command Ctr Ops Admin Total		818	1,800	1,800	-	0%
	MAB Administration Total		17,642	8,550	8,950	400	5%

BOC	BOC Description	FY13 EOY	FY2014	FY 2015	Change from
		Actuals	Enacted/ Op Plan	Request	FY 2014
		\$	\$	\$	\$
MAB Operations					
MAB	Command Center Operations				
	2111 Temp Travel Training		-	4,296	4,296 0%
	2512 External Training	545	-	4,030	4,030 0%
	2526 Contractor Support Services non-Federal	4,985	5,400	18,000	12,600 233%
	2610 Office & Miscellaneous Supplies	5,749	9,180	6,750	(2,430) -26%
	Command Center Operations Total	11,259	14,580	33,076	18,496 127%
MAB	Command Vehicle Operations				
	2526 Contractor Support Services non-Federal	21,989	1,280	1,280	- 0%
	2540 Miscellaneous Merchant & Vendor Services	-	22,038	22,038	22,038 0%
	2610 Office & Miscellaneous Supplies	1,785	2,673	2,673	2,673 0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery	28,015	33,560	27,900	(5,660) -17%
	3120 Capitalized Furniture, Equipment, and Machinery	-	-	5,660	5,660 0%
	Command Vehicle Operations Total	51,769	59,551	59,551	59,551 0%
MAB	Communications Center Operations				
	2512 External Training	1,890	4,500	4,242	(258) -6%
	2610 Office & Miscellaneous Supplies	8,222	6,750	5,000	(1,750) -26%
	Communications Center Operations Total	10,112	11,250	9,242	(2,008) -18%
MAB	Operations Total	71,139	85,381	101,869	16,488 19%
			93,931	110,819	16,888 18%
Office of Employment Counsel					
OEC Administration					
OEC Administration					
	2110 Temporary Duty (TDY) Travel	-	3,360	-	(3,360) -100%
	2111 Temp Travel Training	-	4,320	3,394	(926) -21%
	2410 Printing and Binding	1,911	6,400	9,900	3,500 55%
	2512 External Training	-	-	6,915	6,915 0%
	2526 Contractor Support Services non-Federal	61,472	88,000	68,750	(19,250) -22%
	2610 Office & Miscellaneous Supplies	4,713	3,420	4,420	1,000 29%
	2630 Subscriptions and Publications	3,293	5,500	7,500	2,000 36%
	OEC Administration Total	71,390	111,000	100,879	(10,121) -9%
OEC	Administration Total	71,390	111,000	100,879	(10,121) -9%
Office of Facilities & Logistics					
Administration - OFL					
Occupational Safety Health and Environment					
	2111 Temp Travel Training	1,485	500	4,000	3,500 700%
	2512 External Training	-	-	6,950	6,950 0%
	2519 Health Services	44,065	80,000	388,735	308,735 386%
	2526 Contractor Support Services non-Federal	401,702	354,001	475,130	121,129 34%
	2535 Government Support Services	360	-	-	- 0%
	2610 Office & Miscellaneous Supplies	6,904	1,000	4,200	(3,200) 320%
	2630 Subscriptions and Publications	399	5,000	9,700	4,700 94%
	3110 Non-Capitalized Furniture, Equipment, and Machinery	-	75,000	14,000	(61,000) -81%
	Occupational Safety Health and Environment Total	454,915	515,501	902,715	387,214 75%
OFL Administration					
	2111 Temp Travel Training	-	-	1,024	1,024 0%
	2512 External Training	-	-	785	785 0%
	OFL Administration Total	-	-	1,809	1,809 0%
Administration - OFL	Total	454,915	515,501	904,524	389,023 75%
Administration - VMD					
VMD Administration					
	2110 Temporary Duty (TDY) Travel	1,208	-	-	- 0%
	2111 Temp Travel Training	-	8,450	6,750	(1,700) -20%
	2510 Membership Fees	475	900	1,000	100 11%
	2512 External Training	1,447	3,910	8,450	4,540 116%
	2528 Cleaning and Alteration Services	15,923	16,800	17,000	200 1%
	2610 Office & Miscellaneous Supplies	3,969	4,500	5,000	500 11%
	VMD Administration Total	23,023	34,560	38,200	3,640 11%
Administration - VMD	Total	23,023	34,560	38,200	3,640 11%

Program Project	BOC	BOC Description	FY13 EOY Actuals	FY2014 Enacted/ Op Plan	FY 2015 Request	Change from FY 2014	
			\$	\$	\$	\$	%
FMI							
		Change	11,25	12,30	17,000	4,9	40%
		Equipment	2,180	2,30	3,900	1,020	35%
			-	-	3,000	3,000	0%
		Contract Support	138,701	142,514	295,000	152,486	107%
		Miscellaneous S	4,500	4,500	24,450	19,950	443%
		Equipment	-	-	400	400	0%
		Equipment and Machinery	27,162	49,455	109,900	60,445	122%
		Total	185,068	211,449	453,650	242,201	115%
FMI		Total	185,068	211,449	453,650	242,201	115%
OFM		Administration					
		2510 Membership Fees	-	-	1,000	1,000	0%
		2610 Office & Miscellaneous Supplies	1,180	5,500	11,500	6,000	109%
		PMD Administration Total	1,180	5,500	12,500	7,000	127%
		PMD Administration Total	1,180	5,500	12,500	7,000	127%
		PMD Logistics Support					
		PMD Logistical Support					
		2526 Contractor Support Services non-Federal	214,717	337,490	544,490	207,000	61%
		2528 Cleaning and Alteration Services	37,000	45,000	83,400	38,400	85%
		2540 Miscellaneous Merchant and Vendor Services	21	-	-	-	0%
		2610 Office & Miscellaneous Supplies	19,185	30,000	35,000	5,000	17%
		2615 Provisions	64,478	43,350	76,350	33,000	76%
		2637 Law Enforcement Uniforms	275,973	2,703,002	1,547,770	(1,155,232)	-43%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	-	3,000	40,000	37,000	1233%
		PMD Logistical Support Total	611,374	3,161,842	2,327,010	(834,832)	-26%
		PMD Logistics Support Total	611,374	3,161,842	2,327,010	(834,832)	-26%
		VMD Fleet Management					
		VMD - Fleet Management					
		2120 Vehicle Rental	1,860,131	1,832,155	2,170,800	338,645	18%
		2310 Rental of Equipment	-	7,995	7,500	(495)	-6%
		2322 Rentals - Miscellaneous	15,355	-	-	-	0%
		2571 Vehicle Repair Services	230,037	166,893	200,000	33,107	20%
		2621 Vehicle Supplies	213,669	226,893	200,000	(26,893)	-12%
		2622 Vehicle Fuel Supplies	15,445	20,700	20,000	(700)	-3%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	10,460	30,000	40,500	10,500	35%
		3170 Non-Capitalized Vehicles	41,868	45,003	170,000	124,997	278%
		3171 Capitalized Vehicles	-	30,000	200,000	170,000	567%
		3175 Non-Capitalized Vehicle Accessories	153,659	201,002	200,000	(1,002)	0%
		VMD - Fleet Management Total	2,540,624	2,560,641	3,208,800	648,159	26%
		VMD Fleet Management Total	2,540,624	2,560,641	3,208,800	648,159	26%
Office of Facilities			3,816,184	6,489,493	6,941,684	455,191	7%
Office of Financial Management							
		OFM Administration					
		OFM Administration					
		2111 Temp Level Training	-	-	5,600	5,600	0%
		2610 Printing and Binding	-	-	300	300	0%
		2615 Extension Training	-	-	25,000	25,000	0%
		2610 Office & Miscellaneous Supplies	7,195	4,000	25,000	21,000	525%
		2615 Publications and Publications	2,500	2,500	2,500	-	0%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	-	-	2,500	2,500	0%
		OFM Administration Total	9,695	6,500	60,900	54,400	837%
		OFM Administration Total	9,695	6,500	60,900	54,400	837%

Program Project	BOC	BOC Description	FY2014			Change from FY 2014
			FY13 EOY Actuals	Enacted/ Op Plan	FY 2014 Request	
			\$	\$	\$	\$ %
OFM Agency Services						
OFM Agency Services						
	2390	Postage and Fees	15,300	15,300	17,500	2,200 14%
	2512	External Training	9,800	17,790	93,750	75,960 427%
	2526	Contractor Support Services non-Federal	430,540	483,441	507,000	23,559 5%
	2540	Non Government Contract Services	-	-	122,000	122,000 0%
	2541	Emergency Services - COOP	10,670	-	-	- 0%
	2571	Operations & Maint Equipment	1,000	-	-	- 0%
	2622	Vehicle Fluid Supplies	169,254	171,000	215,000	44,000 26%
	4210	Tort Claims and Awards	23,763	112,500	112,500	- 0%
		OFM Agency Services Total	660,326	800,031	1,067,750	267,719 33%
		OFM Agency Services Total	660,326	800,031	1,067,750	267,719 33%
OFM Financial Management & Accountability						
Financial Systems						
	2626	Contractor Support Services non-Federal	-	-	250,000	250,000 0%
	2535	Government Support Services	328,743	280,000	222,000	(58,000) -21%
		Financial Systems Total	328,743	280,000	472,000	192,000 69%
OFM Contractual Support						
	2526	Contractor Support Services non-Federal	170,787	476,955	618,400	141,445 30%
	2535	Government Support Services	116,750	-	-	- 0%
		OFM Contractual Support Total	287,537	476,955	618,400	141,445 30%
		OFM Financial Management & Accountability Total	616,280	756,955	1,090,400	333,445 44%
		Office of Financial Management Total	1,286,302	1,563,486	2,219,050	655,564 42%
Office of General Counsel						
OGC Administration						
OGC Legal Services						
	2440	Advertising & Recruiting	-	8,000	8,102	102 1%
	2512	External Training	35	1,500	-	(1,500) -100%
	2526	Contractor Support Services non-Federal	62,343	95,397	120,000	24,603 26%
	2610	Office & Miscellaneous Supplies	1,761	3,790	4,000	210 6%
	2630	Subscriptions and Publications	16,048	16,048	18,792	2,744 17%
		OGC Legal Services Total	80,187	124,735	150,894	26,159 21%
		OGC Administration Total	80,187	124,735	150,894	26,159 21%
		Office of General Counsel Total	80,187	124,735	150,894	26,159 21%
Office of Human Resources						
OHR Administration						
OHR Administration						
	2610	Office & Miscellaneous Supplies	900	900	1,500	600 67%
		OHR Administration Total	900	900	1,500	600 67%
		OHR Administration Total	900	900	1,500	600 67%
OHR Operations						
OHR Operations Administration						
	2111	Temp Travel Training	-	-	3,600	3,600 0%
	2512	External Training	570	-	8,100	8,100 0%
	2526	Contractor Support Services non-Federal	354	-	-	- 0%
	2610	Office & Miscellaneous Supplies	3,788	11,439	12,000	561 5%
	2630	Subscriptions and Publications	2,215	2,200	14,100	11,900 541%
		OHR Operations Administration Total	6,927	13,639	37,800	24,161 177%
OHR Operations Services						
	2526	Contractor Support Services non-Federal	16,373	32,505	402,340	369,835 1138%
	2535	Government Support Services	-	-	10,000	10,000 0%
		OHR Operations Services Total	16,373	32,505	412,340	379,835 1169%
OHR Operations Systems						
	2315	Rental of IT Software	17,206	3,000	17,694	14,694 490%
	2526	Contractor Support Services non-Federal	14,121	6,772	-	(6,772) -100%
	2535	Government Support Services	290,900	270,286	387,590	117,304 43%
		OHR Operations Systems Total	322,227	280,058	405,284	125,226 46%
		OHR Operations Total	345,527	326,202	855,424	529,222 162%

Program Project	BOC	BOC Description	FY13 EOY	FY2014	FY 2015	Change from	
			Actuals	Enacted/ Op Plan	Request	FY 2014	%
			\$	\$	\$	\$	%
OHR Recruiting and Staffing							
OHR Employee Benefits & Services							
	2610	Office & Miscellaneous Supplies	13,076	15,800	10,800	10,800	-18%
					15,800	10,800	-26%
		OHR Employee Benefits & Services Total	13,076			10,800	-26%
OHR Recruit Advertisement							
	2440	Advertising	11,728		10,000	10,000	0%
					3,240	3,240	0%
		OHR Recruit Advertisement Total	11,728		13,240	13,240	0%
OHR Recruiting Administration							
	2110	Temporary Duty (TDY) Travel				(2,490)	-100%
	2512	External Training	11,619		7,175	7,175	0%
	2517	Applicant Testing	892			(9,555)	-100%
	2526	Contractor Support Services non-Federal	259,277	1,337,950	915,942	915,942	217%
	2610	Office & Miscellaneous Supplies	16,281	43,600	22,967	22,967	111%
	2630	Subscriptions and Publications	87			(135)	-100%
		OHR Recruiting Administration Total	290,155	1,388,725	933,904	933,904	205%
OHR Recruiting Assessment							
	2517	Applicant Testing	13,827	1,584,090	461,711	(1,122,379)	-71%
	2519	Health Services	1,000	9,000	5,000	(4,000)	-44%
	2526	Contractor Support Services non-Federal	56,034				0%
	2633	Biohazard Supplies		3,000	3,000		0%
		OHR Recruiting Assessment Total	70,861	1,596,090	469,711	(1,126,379)	-71%
OHR Recruiting Systems							
	2315	Rental of IT Software	367,426	129,233	86,621	(42,612)	-33%
		OHR Recruiting Systems Total	367,426	129,233	86,621	(42,612)	-33%
		OHR Recruiting and Staffing Total	753,246	2,185,143	1,974,097	(211,047)	-10%
Office of Human Resources Total			1,099,678	2,512,245	2,631,921	318,775	13%
Office of Information Systems							
OIS Administration							
OIS Administration							
	2110	Temporary Duty (TDY) Travel	1,401	2,400	2,000	(400)	-17%
	2512	External Training		6,750	32,172	25,423	377%
	2526	Contractor Support Services non-Federal	771,070	1,179,000	1,280,000	101,000	9%
	2573	Software & Technical Support Services & Maintenance	12,425	12,500	30,000	17,500	140%
	2610	Office & Miscellaneous Supplies	11,741	15,000	15,000		0%
	2630	Subscriptions and Publications	125	130		(130)	-100%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	9,491	15,000	14,000	(1,000)	-7%
	3194	Non-Capitalized Software	2,000				0%
		OIS Administration Total	808,253	1,230,779	1,373,172	142,393	12%
		OIS Administration Total	808,253	1,230,779	1,373,172	142,393	12%
OIS Enterprise Applications (Programs & Planning)							
Enterprise Business Applications							
	2315	Rental of IT Software	4,806				0%
	2440	Advertising	5,453				0%
	2526	Contractor Support Services non-Federal	382,950	288,000	314,000	26,000	9%
	2573	Software & Technical Support Services & Maintenance	498,349	517,000	613,000	96,000	19%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	199				0%
		Enterprise Business Applications Total	891,757	805,000	927,000	122,000	15%
Law Enforcement Information Systems/Tech							
	2526	Contractor Support Services non-Federal	184,754	175,000	196,000	21,000	12%
	2573	Software & Technical Support Services & Maintenance	322,010	363,000	326,000	(37,000)	-10%
	2610	Office & Miscellaneous Supplies	57,381		49,000	49,000	0%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	22,953	53,000	53,000		0%
		Law Enforcement Information Systems/Tech Total	587,098	591,000	624,000	33,000	6%
Web /PoliceNet/Enterprise Architecture							
	2526	Contractor Support Services non-Federal	789,058	842,000	498,000	(344,000)	-41%
	2573	Software & Technical Support Services & Maintenance	21,904	7,000	11,000	4,000	57%
	3194	Non-Capitalized Software		5,000		(5,000)	-100%
		Web /PoliceNet/Enterprise Architecture Total	810,962	854,000	509,000	(345,000)	-40%
		OIS Enterprise Applications (Programs & Planning) Total	2,289,817	2,250,000	2,060,000	(190,000)	-8%

Program Project	BOC	BOC Description	FY2014			
			FY13 EOY Actuals	Enacted/ Op Plan	FY 2015 Request	Change from FY 2014
			\$	\$	\$	\$ %
OIS Information Security						
OIS Information Assurance / Privacy/Network Defense						
	2526	Contractor Support Services non-Federal	527,461	553,000	620,000	67,000 12%
	2573	Software & Technical Support Services & Maintenance	136,716	201,000	182,000	(19,000) -9%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	19,922	194,000	25,000	(169,000) -87%
OIS Information Assurance / Privacy/Network Defense Total			684,099	948,000	827,000	(121,000) -13%
OIS Information Security Total			684,099	948,000	827,000	(121,000) -13%
OIS Network Communications						
Data Networks						
	2334	Local Telecommunications	311,020	289,400	283,000	(6,400) -2%
	2526	Contractor Support Services non-Federal	966,436	1,347,000	1,286,000	(61,000) -5%
	2573	Software & Technical Support Services & Maintenance	154,503	201,000	243,000	42,000 21%
	3120	Capitalized Furniture, Equipment, and Machinery	-	650,000	100,000	(550,000) -85%
Data Networks Total			1,431,960	2,487,400	1,912,000	(575,400) -23%
Radio Communications						
	2110	Temporary Duty (TDY) Travel	11,028	-	13,000	13,000 0%
	2334	Local Telecommunications	130,895	741,000	909,000	168,000 23%
	2335	Rental of Telecommunications Equipment	27,229	35,000	46,000	11,000 31%
	2526	Contractor Support Services non-Federal	59,995	854,450	369,000	(485,450) -57%
	2573	Software & Technical Support Services & Maintenance	1,093	1,178,186	1,438,000	259,834 22%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	99,473	409,000	550,000	141,000 34%
Radio Communications Total			329,713	3,217,616	3,325,000	107,384 3%
Radio Modernization						
	2526	Contractor Support Services non-Federal	9,000	-	-	- 0%
Radio Modernization Total			9,000	-	-	- 0%
Telephony/VTC						
	2334	Local Telecommunications	252,482	330,000	465,000	135,000 41%
	2526	Contractor Support Services non-Federal	374,174	244,000	339,000	95,000 39%
	2573	Software & Technical Support Services & Maintenance	31,188	117,000	23,000	(94,000) -80%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	53,185	193,000	78,000	(115,000) -60%
Telephony/VTC Total			711,029	884,000	905,000	21,000 2%
Wireless/BB Comms						
	2334	Local Telecommunications	995,000	1,050,000	1,167,000	117,000 11%
	2526	Contractor Support Services non-Federal	426,013	485,000	550,000	65,000 13%
	2573	Software & Technical Support Services & Maintenance	174,811	179,000	202,000	23,000 13%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	104,900	110,000	110,000	- 0%
Wireless/BB Comms Total			1,700,723	1,824,000	2,029,000	205,000 11%
Wiring & Fiber Plant						
	2335	Rental of Telecommunications Equipment	-	10,000	-	(10,000) -100%
	2526	Contractor Support Services non-Federal	545,000	1,252,000	1,444,000	192,000 15%
	2573	Software & Technical Support Services & Maintenance	54,000	49,000	304,000	255,000 520%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	245,000	317,556	995,000	677,444 213%
	3120	Capitalized Furniture, Equipment, and Machinery	-	550,014	1,678,000	1,127,986 205%
Wiring & Fiber Plant Total			844,000	2,178,570	4,421,000	2,242,430 103%
OIS Network Communications Total			5,026,425	10,591,586	12,592,000	2,000,414 19%
OIS Operations						
Customer Support						
	2526	Contractor Support Services non-Federal	763,585	634,000	786,000	152,000 24%
	2573	Software & Technical Support Services & Maintenance	4,394	5,000	5,000	- 0%
Customer Support Total			767,979	639,000	791,000	152,000 24%
Database/Storage						
	2573	Software & Technical Support Services & Maintenance	273,832	292,000	274,000	(18,000) -6%
	3120	Capitalized Furniture, Equipment, and Machinery	178,140	214,000	250,000	36,000 17%
Database/Storage Total			451,972	506,000	524,000	18,000 4%
E-Mail, Operating Systems & Office Productivity Software						
	2573	Software & Technical Support Services & Maintenance	404,499	395,000	386,650	(8,350) -2%
	3194	Non-Capitalized Software	14,471	32,000	15,000	(17,000) -53%
E-Mail, Operating Systems & Office Productivity Software Total			418,970	427,000	401,650	(25,350) -6%

Program Project	BOC	BOC Description	FY2014				Change from FY 2014
			FY13 EOY Actuals	Enacted Op Plan	FY 2015 Request		
			\$	\$	\$	\$	%
		OIS IT Hardware Support & Administration (Server/PC/Laptop/etc.)					
		2526 Contractor Support Services non-Federal	860,946	810,000	879,000	69,000	9%
		2573 Software & Technical Support Services & Maintenance	171,342	178,000	220,000	42,000	24%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	137,063	681,000	853,000	172,000	25%
		3194 Non-Capitalized Software	155,144	25,000	-	(25,000)	100%
		OIS IT Hardware Support & Administration Total	1,324,495	1,694,000	1,952,000	258,000	15%
		OIS Operations Total	2,963,416	3,266,000	3,688,650	402,650	12%
		Phase 4 Radio Modernization					
		Phase 4 Radio Modernization					
		2334 Local Telecommunications	84,739	-	-	-	0%
		2526 Contractor Support Services non-Federal	331,407	0	0	-	0%
		2573 Software & Technical Support Services & Maintenance	118,102	-	-	-	0%
		2622 Vehicle Fluid Supplies	1,386	-	-	-	0%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	489,254	-	-	-	0%
		3194 Non-Capitalized Software	-	(0)	(0)	-	0%
		Phase 4 Radio Modernization Total	1,024,888	0	0	-	0%
		Phase 4 Radio Modernization Total	1,024,888	0	0	-	0%
		Office of Inspector General					
		OIG Administration					
		OIG Administration					
		2110 Temporary Duty (TDY) Travel	-	100	8,000	7,900	7900%
		2111 Temp Travel Training	94	-	-	-	0%
		2410 Printing and Binding	-	100	10,000	9,900	9900%
		2512 External Training	3,625	33,000	33,000	-	0%
		2526 Contractor Support Services non-Federal	572,454	687,579	701,000	13,421	2%
		2526 Government Support Services	2,581	9,800	-	(9,800)	-100%
		2540 Non Government Contract Services	130	-	-	-	0%
		2573 Software & Technical Support Services & Maintenance	575	-	-	-	0%
		2610 Office & Miscellaneous Supplies	950	7,421	10,000	2,579	35%
		2630 Subscriptions and Publications	311	-	-	-	0%
		OIG Administration Total	580,750	738,000	762,000	24,000	3%
		OIG Administration Total	580,750	738,000	762,000	24,000	3%
		Office of Inspector General Total	580,750	738,000	762,000	24,000	3%
		Office of Policy & Management Systems					
		Administration OPOL					
		OPOL Administration					
		2111 Temp Travel Training	-	-	9,500	9,500	0%
		2112 Local Travel	-	-	300	300	0%
		2510 Membership Fees	5,920	6,060	6,400	340	6%
		2512 External Training	-	-	18,079	18,079	0%
		2610 Office & Miscellaneous Supplies	2,105	2,773	5,000	2,227	80%
		2630 Subscriptions and Publications	1,880	1,860	1,800	(60)	-3%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	-	400	1,400	1,000	250%
		OPOL Administration Total	9,905	11,093	42,479	31,386	283%
		Administration OPOL Total	9,905	11,093	42,479	31,386	283%
		Office of Policy & Management Systems Total	9,905	11,093	42,479	31,386	283%
		Office of Professional Responsibility					
		OPR Administration					
		OPR Administration					
		2111 Temp Travel Training	1,086	16,542	28,927	12,385	75%
		2512 External Training	-	10,000	14,231	4,231	42%
		2526 Contractor Support Services non-Federal	3,444	5,568	2,500	(3,068)	-55%
		2610 Office & Miscellaneous Supplies	2,780	5,400	5,400	-	0%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	-	2,876	-	(2,876)	-100%
		OPR Administration Total	7,310	40,385	51,058	10,673	26%
		OPR Administration Total	7,310	40,385	51,058	10,673	26%
		Office of Professional Responsibility Total	7,310	40,385	51,058	10,673	26%

Program Project	BOC	BOC Description	FY2014				Change from FY 2014
			FY13 EOY Actuals	Enacted/ Op Plan	FY 2015 Request		
			\$	\$	\$	\$	%
Operational Services Bureau							
OSB Administration							
OSB Administration							
	2512	External Training		25		(25)	-100%
	2126	Contractor Support Services non-Federal					0%
	2610	Office & Miscellaneous Supplies	485	1,089	1,125	36	3%
	2199	Credit Card Disputes	(455)				0%
	OSB Administration Total		30	1,114	1,125	11	1%
	OSB Administration Total		30	1,114	1,125	11	1%
OSB Hazardous Incident Response							
OSB Hazardous Devices							
	2111	Temp Travel Training	35,469	51,912	43,509	(8,403)	-16%
	2512	External Training	37,000	45,368	36,404	(8,964)	-20%
	2540	Miscellaneous Merchant & Vendor Services	3,112	6,099	2,274	(3,825)	-63%
	2610	Office & Miscellaneous Supplies	25,028	23,955	27,200	3,245	14%
	2634	Controlled Explosives & Ammunition			9,315	9,315	0%
	2637	Law Enforcement Uniforms	4,274				0%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	43,369				0%
	OSB Hazardous Devices Total		148,251	127,334	118,702	(8,632)	-7%
OSB Hazardous Materials							
	2111	Temp Travel Training		18,800	14,360	(4,440)	-24%
	2510	Membership Fees			400	400	0%
	2512	External Training		29,950	11,473	(18,477)	-62%
	2540	Miscellaneous Merchant & Vendor Services	57,921	91,955	83,834	(8,121)	-9%
	2610	Office & Miscellaneous Supplies	33,187	60,000	52,000	(8,000)	-13%
	2615	Provisions	578				0%
	2620	System Supplies and Materials	5,919		6,000	6,000	0%
	2630	Subscriptions and Publications	2,589		1,500	1,500	0%
	2633	Biohazard Supplies	18,110	37,000	55,000	18,000	49%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	56,995	111,737	45,000	(66,737)	-60%
	3120	Capitalized Furniture, Equipment, and Machinery	177,250	35,000	93,500	58,500	167%
	OSB Hazardous Materials Total		353,548	384,442	363,067	(21,375)	-6%
	OSB Hazardous Incident Response Total		501,799	511,776	481,769	(30,007)	-6%
OSB Patrol Mobile Response							
OSB CERT							
	2111	Temp Travel Training	4,367	8,400	3,963	(4,437)	-53%
	2510	Membership Fees	200	1,500	1,400	(100)	-7%
	2512	External Training	25,761	27,720	58,632	30,912	112%
	2610	Office & Miscellaneous Supplies	7,761	9,900	7,069	(2,831)	-29%
	2630	Subscriptions and Publications			40	40	0%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	30,779	51,088	55,811	4,723	9%
	OSB CERT Total		68,868	98,608	126,915	28,307	29%
OSB K-9 Unit							
	2111	Temp Travel Training	600	1,710		(1,710)	-100%
	2526	Contractor Support Services non-Federal	596	960	613	(347)	-36%
	2527	Veterinary Services	27,841	39,250	20,618	(18,632)	-47%
	2610	Office & Miscellaneous Supplies	1,041		1,000	1,000	0%
	2632	K-9 Supplies	25,749	35,846	40,095	4,249	12%
	2634	Controlled Explosives & Ammunition	440		1,000	1,000	0%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	890	11,000	21,000	10,000	91%
	OSB K-9 Unit Total		57,156	88,766	84,326	(4,440)	-5%
OSB Offsite Delivery							
	2540	Miscellaneous Merchant & Vendor Services	2,813	7,056	10,413	3,357	48%
	2610	Office & Miscellaneous Supplies	11,682	10,691	6,758	(3,933)	-37%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	1,673	2,337	911	(1,426)	-81%
	OSB Offsite Delivery Total		16,168	20,084	18,082	(2,002)	-10%

Program Project	BOC	BOC Description	FY13 EOY	FY2014	FY 2015	Change from	
			Actuals	Enacted/ Op Plan	Request	FY 2014	%
			\$	\$	\$	\$	%
OSB Patrol Mobile Response							
	2111	Temp Training	3,308	7,450	-	(7,450)	-100%
	2510	Members	400	-	-	-	0%
	2512	External Training	1,677	5,400	57,792	52,392	970%
	2526	Contractor Support Services non-Federal	7,199	-	-	-	0%
	2535	Government Support Services	2,850	-	13,600	13,600	0%
	2540	Miscellaneous Merchant & Vendor Services	56	7,115	-	(7,115)	-100%
	2610	Office & Miscellaneous Supplies	12,439	14,830	11,403	(3,427)	-23%
	2634	Control Services & Ammunition	780	1,330	6,784	5,454	410%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	6,508	2,500	2,139	(361)	-14%
	3180	Weapons and Replacement Parts	-	-	1,000	1,000	0%
OSB Patrol Mobile Response Total			35,218	38,625	92,718	54,093	140%
OSB Patrol Mobile Response Total			177,411	246,083	322,041	75,958	31%
Protective Services Bureau			678,240	758,973	804,935	45,952	6%
PSB Administration							
PSB Administration							
	2334	Local Telecommunications	1,391	1,178	1,100	(78)	-7%
	2526	Contractor Support Services non-Federal	47,480	150,000	104,000	(46,000)	-31%
	2610	Office & Miscellaneous Supplies	22,314	22,500	24,500	2,000	9%
PSB Administration Total			71,185	173,678	129,600	(44,078)	-25%
PSB Administration Total			71,185	173,678	129,600	(44,078)	-25%
PSB Protective Detail Travel							
PSB Protective Detail Travel							
	2115	Protective Detail TDY Travel	7,793,897	8,733,317	8,929,100	195,783	2%
	2120	Vehicle Rental	15,547	-	-	-	0%
	2125	Charter Flights	287,706	29,790	331,110	301,320	1011%
	2322	Rentals - Miscellaneous	8,415	9,540	10,000	460	5%
PSB Protective Detail Travel Total			8,105,566	8,772,647	9,270,210	497,563	6%
PSB Protective Detail Travel Total			8,105,566	8,772,647	9,270,210	497,563	6%
PSB Protective Services							
PSB Dignitary Services							
	2110	Temporary Duty (TDY) Travel	209	-	-	-	0%
	2111	Temp Travel Training	31,444	56,500	25,525	(30,975)	-58%
	2512	External Training	-	-	22,008	22,008	0%
PSB Dignitary Services Total			31,653	56,500	47,533	(8,967)	-16%
PSB Protective Intelligence							
	2110	Temporary Duty (TDY) Travel	37,763	50,000	66,000	16,000	32%
	2111	Temp Travel Training	11,344	-	26,800	26,800	0%
	2512	External Training	650	-	88,443	88,443	0%
	2526	Contractor Support Services non-Federal	74,057	-	74,000	74,000	0%
	2535	Government Support Services	-	77,600	275,000	197,400	254%
	2540	Miscellaneous Merchant & Vendor Services	1,395	-	2,600	2,600	0%
	2610	Office & Miscellaneous Supplies	647	-	-	-	0%
	2690	Small Purchases	-	1,500	2,000	500	33%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	27,210	28,800	-	(28,800)	-100%
PSB Protective Intelligence Total			153,067	157,900	534,843	376,943	239%
PSB Protective Services Total			184,720	214,400	582,376	367,976	172%
Protective Services Bureau Total			8,361,470	9,180,725	9,882,186	821,461	9%

Program Project	BOC	BOC Description	FY2014				Change from FY 2014
			FY13 EOY Actuals	Enacted/ Op Plan	FY 2015 Request	%	
			\$	\$	\$	\$	%
Security Services Bureau							
SSB Access Control							
SSB Alternate Computer Facility							
	2526	Contractor Support Services non-Federal	1,049,100	870,666	1,073,000	202,334	23%
	3120	Capitalized Furniture, Equipment, and Machinery	89,730	-	-	-	0%
	SSB Alternate Computer Facility Total		1,138,829	870,666	1,073,000	202,334	23%
SSB Barriers							
	2526	Contractor Support Services non-Federal	1,012,600	736,000	1,101,812	365,812	50%
	2620	System Supplies and Materials	140,000	66,400	140,000	73,600	111%
	SSB Barriers Total		1,152,600	802,400	1,241,812	439,412	55%
SSB Card Access							
	2526	Contractor Support Services non-Federal	91,394	91,394	213,947	122,553	134%
	2620	System Supplies and Materials	40,375	45,000	46,900	1,900	4%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	100,465	358,200	216,107	(142,093)	-40%
	3120	Capitalized Furniture, Equipment, and Machinery	252,732	-	-	-	0%
	3194	Non-Capitalized Software	4,552	-	17,640	17,640	0%
	SSB Card Access Total		489,518	494,594	494,594	-	0%
SSB Command Center							
	2526	Contractor Support Services non-Federal	14,649	15,973	2,600	(13,373)	-84%
	2610	Office & Miscellaneous Supplies	4,839	-	-	-	0%
	2620	System Supplies and Materials	30,643	40,027	35,300	(4,727)	-12%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	17,300	28,500	46,600	18,100	64%
	3120	Capitalized Furniture, Equipment, and Machinery	11,200	-	-	-	0%
	SSB Command Center Total		78,631	84,500	84,500	-	0%
SSB Fire Doors							
	2526	Contractor Support Services non-Federal	4,389	-	5,000	5,000	0%
	2620	System Supplies and Materials	32,788	20,829	36,000	15,171	73%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	12,136	40,521	11,541	(28,980)	-72%
	3120	Capitalized Furniture, Equipment, and Machinery	500	-	-	-	0%
	SSB Fire Doors Total		49,813	61,350	52,541	(8,809)	-14%
SSB Podiums							
	2526	Contractor Support Services non-Federal	11,412	11,412	17,000	5,588	49%
	2610	Office & Miscellaneous Supplies	23,701	24,880	29,880	5,000	20%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	75,675	78,900	68,312	(10,588)	-13%
	3120	Capitalized Furniture, Equipment, and Machinery	3,200	-	-	-	0%
	SSB Podiums Total		113,988	115,192	115,192	-	0%
	SSB Access Control Total		3,023,379	2,428,702	3,061,639	632,937	28%
SSB Administration							
SSB Administration							
	2110	Temporary Duty (TDY) Travel	3,993	5,400	10,800	5,400	100%
	2111	Temp Travel Training	6,185	5,400	30,140	24,740	458%
	2512	External Training	41,979	54,133	189,269	135,136	250%
	2526	Contractor Support Services non-Federal	12,133	-	1,562	1,562	0%
	2610	Office & Miscellaneous Supplies	29,028	31,400	31,400	-	0%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	13,515	28,000	26,438	(1,562)	-6%
	3194	Non-Capitalized Software	13,096	-	-	-	0%
	SSB Administration Total		119,928	124,333	289,609	165,276	133%
SSB Security Survey/Tech. Countermeasures							
	2110	Temporary Duty (TDY) Travel	28,736	41,999	30,000	(11,999)	-29%
	SSB Security Survey/Tech. Countermeasures Total		28,736	41,999	30,000	(11,999)	-29%
	SSB Administration Total		148,664	166,332	319,609	153,277	92%
SSB Detection and Screening Systems							
SSB CCTV							
	2526	Contractor Support Services non-Federal	184,971	431,540	325,000	(106,540)	-25%
	2620	System Supplies and Materials	35,501	35,501	75,501	40,000	113%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	148,511	810,477	630,703	(179,774)	-22%
	3120	Capitalized Furniture, Equipment, and Machinery	561,042	-	-	-	0%
	3194	Non-Capitalized Software	100,920	-	-	-	0%
	SSB CCTV Total		1,030,945	1,277,518	1,031,204	(246,314)	-19%

Program Project	BOC	BOC Description	FY2014				
			FY13 EOY Actuals	Enacted/ Op Plan	FY 2015 Request	Change from FY 2014	
			\$	\$	\$	\$ %	
	SSB Duress						
	2526 Contractor Support Services non-Federal		64,054	64,054	76,766	12,712	20%
	2620 System Supplies and Materials		59,328	14,391	20,269	5,878	41%
	3110 Non-Capitalized Furniture, Equipment, and Machinery		25,343	359,127	98,537	(260,590)	-73%
	3120 Capitalized Furniture, Equipment, and Machinery		34,515	-	-	-	0%
	SSB Duress Total		183,240	437,572	195,572	(242,000)	-55%
	SSB Emergency Call Boxes						
	2620 System Supplies and Materials		14,179	18,000	18,000	-	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery		89	25,001	25,001	-	0%
	3120 Capitalized Furniture, Equipment, and Machinery		24,900	-	-	-	0%
	SSB Emergency Call Boxes Total		39,167	43,001	43,001	-	0%
	SSB Explosive Detectors						
	2526 Contractor Support Services non-Federal		19,998	20,000	20,000	-	0%
	2620 System Supplies and Materials		156,045	160,000	100,000	(60,000)	-38%
	3120 Capitalized Furniture, Equipment, and Machinery		598,054	356,865	658,865	302,000	85%
	SSB Explosive Detectors Total		774,097	536,865	778,865	242,000	45%
	SSB Intrusion Alarm						
	2526 Contractor Support Services non-Federal		15,330	27,500	15,500	(12,000)	-44%
	2620 System Supplies and Materials		21,663	26,100	26,100	-	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery		25,001	25,001	25,001	-	0%
	SSB Intrusion Alarm Total		61,994	78,601	66,601	(12,000)	-15%
	SSB Metal Detectors						
	2526 Contractor Support Services non-Federal		-	1,975	-	(1,975)	-100%
	2620 System Supplies and Materials		13,349	15,243	15,242	(1)	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery		85,070	103,758	103,758	-	0%
	3120 Capitalized Furniture, Equipment, and Machinery		52,583	-	-	-	0%
	SSB Metal Detectors Total		151,002	120,976	119,000	(1,976)	-2%
	SSB SCIF Alarms						
	2526 Contractor Support Services non-Federal		6,426	8,250	8,250	-	0%
	2620 System Supplies and Materials		4,241	4,500	4,500	-	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery		15,443	19,650	19,650	-	0%
	3194 Non-Capitalized Software		4,207	-	-	-	0%
	SSB SCIF Alarms Total		30,317	32,400	32,400	-	0%
	SSB X-Rays						
	2526 Contractor Support Services non-Federal		10,973	-	10,973	10,973	0%
	2620 System Supplies and Materials		12,560	63,100	55,500	(7,600)	-12%
	3120 Capitalized Furniture, Equipment, and Machinery		422,535	142,916	422,535	279,619	196%
	SSB X-Rays Total		446,068	206,016	489,008	282,992	137%
	SSB Detection and Screening Systems Total		2,716,829	2,732,949	2,755,651	22,702	1%
	SSB Inauguration						
	SSB Inauguration						
	2410 Printing and Binding		278,600	-	-	-	0%
	2526 Contractor Support Services non-Federal		2,623	-	-	-	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery		88,754	-	-	-	0%
	SSB Inauguration Total		369,977	-	-	-	0%
	SSB Inauguration Total		369,977	-	-	-	0%
	SSB Security Systems Maintenance						
	SSB Comprehensive Maintenance						
	2526 Contractor Support Services non-Federal		3,040,094	3,040,145	3,170,145	130,000	4%
	SSB Comprehensive Maintenance Total		3,040,094	3,040,145	3,170,145	130,000	4%
	SSB Mass Notification Systems						
	2526 Contractor Support Services non-Federal		61,696	103,516	146,170	42,654	41%
	2620 System Supplies and Materials		3,091	3,102	13,102	10,000	322%
	3110 Non-Capitalized Furniture, Equipment, and Machinery		274,278	166,584	-	(166,584)	-100%
	3120 Capitalized Furniture, Equipment, and Machinery		41,865	-	-	-	0%
	3194 Non-Capitalized Software		-	-	12,057	12,057	0%
	SSB Mass Notification Systems Total		380,830	273,202	171,329	(101,873)	-37%
	SSB Security Installation Support						
	3110 Non-Capitalized Furniture, Equipment, and Machinery		172,682	-	-	-	0%
	3120 Capitalized Furniture, Equipment, and Machinery		745,318	918,000	918,000	-	0%

BOC	BOC Description	FY13 EOY	FY2014	FY 2014	Change from	
		Actuals	Enacted/ Op Plan	Actuals	\$	%
	ilation Support Total	3,000	918			
	work					
	2526 Contractor Support Services non-Federal	2,615	278		(138,600)	-50%
	3110 System Supplies and Materials	3,834	13			0%
	3120 Capitalized Furniture, Equipment, and Machinery	3,987	1,403		(643,860)	-64%
	3120 Capitalized Furniture, Equipment, and Machinery	2,960				0%
	3120 Capitalized Software	3,921				0%
	work Total	7,317	1,296		(782,498)	-60%
	Security Equipment					
	2526 Contractor Support Services non-Federal			550	550	0%
	3110 System Supplies and Materials	2,943		14,750	4,943	50%
	3110 Non-Capitalized Furniture, Equipment, and Machinery	4,070	4,000	4,500		0%
	SSB Specialized Security Equipment Total	5,323	14,307	19,800	5,493	38%
	SSB Support Staffing					
	2526 Contractor Support Services non-Federal	574,555	676,918	574,609	(102,309)	-15%
	SSB Support Staffing Total	574,555	676,918	574,609	(102,309)	-15%
	SSB Security Systems Maintenance Total	5,377,839	6,218,613	5,367,426	(851,187)	-14%
	SSB Special Projects					
	SSB Dome Rehabilitation					
	2526 Contractor Support Services non-Federal	153,701				0%
	3120 Capitalized Furniture, Equipment, and Machinery	81,297				0%
	SSB Dome Rehabilitation Total	234,998				0%
	SSB FO88 Security Design					
	3120 Capitalized Furniture, Equipment, and Machinery		100,000		(100,000)	-100%
	SSB FO88 Security Design Total		100,000		(100,000)	-100%
	SSB Security Fit-Out Radio Modernization Equipment Rms					
	3120 Capitalized Furniture, Equipment, and Machinery		100,000		(100,000)	-100%
	SSB Security Fit-Out Radio Modernization Equipment Rms Total		100,000		(100,000)	-100%
	SSB Special Projects Total	234,998	200,000		(200,000)	-100%
	SSB Technical Countermeasures					
	SSB TCM Equipment, Services and Supplies					
	2526 Contractor Support Services non-Federal	2,303,653	2,396,912	2,396,912		0%
	2535 Government Support Services	90,000				0%
	2620 System Supplies and Materials	3,977	4,000	4,000		0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery	232,248				0%
	3120 Capitalized Furniture, Equipment, and Machinery	340,585	574,038	574,038		0%
	SSB TCM Equipment, Services and Supplies Total	2,970,463	2,974,950	2,974,950		0%
	SSB TCM Life-Cycle Replacement					
	3110 Non-Capitalized Furniture, Equipment, and Machinery	363,693	164,700		(164,700)	-100%
	3120 Capitalized Furniture, Equipment, and Machinery	125,372	327,150	491,850	164,700	50%
	SSB TCM Life-Cycle Replacement Total	489,065	491,850	491,850		0%
	SSB Technical Countermeasures Total	3,459,528	3,466,800	3,466,800		0%
	Security Services Bureau Total	15,331,214	16,213,300	15,371,125	(242,271)	-2%
	Training Services Bureau					
	TSB Administration					
	TSB Administration					
	2110 Temporary Duty (TDY) Travel	5,330	7,470	6,980	(490)	-7%
	2111 Temp Travel Training	1,695	4,620		(4,620)	-100%
	Relocation Reimbursement-Enroute Travel & House					
	2130 Hunting Trip			1,000	1,000	0%
	2210 Transportation of Household Goods and Personal Effects			9,162	9,162	0%
	2337 Utilities	4,306	6,000	6,000		0%
	2535 Government Support Services			45,034	45,034	0%
	2610 Office & Miscellaneous Supplies	6,040	12,200	5,092	(7,108)	-58%
	TSB Administration Total	17,372	30,290	73,268	42,978	142%
	TSB Administration Total	17,372	30,290	73,268	42,978	142%

Program Project	BOC	BOC Description	FY2014				Change from FY 2014
			FY13 EOY Actuals	Enacted/ Op Plan	FY 2013 Request		
			\$	\$	\$	\$	%
TSB Training Services							
TSB Firearms Training Qualification							
	2111	Temp Travel Training		50,000	25,000	(25,000)	-50%
	2512	External Training		30,575	83,075	52,500	172%
	2526	Contractor Support Services Non-Federal	2,370	6,750	-	(6,750)	-100%
	2535	Government Support Services	56,866	112,480	79,920	(32,560)	-29%
	2610	Office & Miscellaneous Supplies	48,492	54,158	61,867	7,709	14%
	2634	Controlled Explosions & Ammunition					
	3110	Non-Capitalized Furniture, Equipment, and Machinery	973,561	700,000	1,458,806	758,806	108%
	3190	Weapons and Replacement Parts		106,611	24,000	(82,611)	-77%
	3190	Weapons and Replacement Parts	146,958	139,996	499,751	359,755	257%
		TSB Firearms Training Qualification Total	1,228,246	1,200,570	2,232,419	1,031,849	86%
TSB Training Programs							
	2111	Temp Travel Training		57,420	41,374	(16,046)	-28%
	2512	External Training	1,565	39,885	152,915	113,030	283%
	2513	Management Development	16,390	611,393	100,500	(510,893)	-84%
	2526	Contractor Support Services Non-Federal	221,596	878,003	560,350	(317,653)	-36%
	2535	Government Support Services	947,065	1,119,500	1,206,800	87,300	8%
	2536	Government Support Services - BNG		300,224	284,687	(15,537)	-5%
	2610	Office & Miscellaneous Supplies	2,700	30,004	29,264	(740)	-2%
		TSB Training Programs Total	1,189,306	3,036,429	2,375,890	(660,539)	-22%
TSB-Practical Application Center (PAC Building 12) TSB-102							
	3110	Non-Capitalized Furniture, Equipment, and Machinery			611	611	0%
		TSB-Practical Application Center (PAC Building 12) TSB-102 Total			611	611	0%
		TSB Training Services Total	2,417,551	4,236,999	4,808,920	371,921	9%
Training Services Bureau							
			434,923	4,267,289	4,682,188	414,899	10%
Uniform Services Bureau							
USB Administration							
	USB Administration						
	2110	Temporary Duty (TDY) Travel	15				0%
	2610	Office & Miscellaneous Supplies	4,718	4,877	4,877		0%
		USB Administration Total	4,732	4,877	4,877		0%
USB Capitol Division							
	2610	Office & Miscellaneous Supplies	10,212	13,500	13,500		0%
		USB Capitol Division Total	10,212	13,500	13,500		0%
USB House Division							
	2610	Office & Miscellaneous Supplies	14,957	18,000	16,552	(1,448)	-8%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	1,448	0	0		0%
		USB House Division Total	16,406	18,000	16,552	(1,448)	-8%
USB Library Of Congress							
	2610	Office & Miscellaneous Supplies	8,994	9,000	9,000		0%
		USB Library Of Congress Total	8,994	9,000	9,000		0%
USB Senate Division							
	2610	Office & Miscellaneous Supplies	13,404	13,500	13,500		0%
			13,404	13,500	13,500		0%
			53,747	58,877	57,429	(1,448)	-2%
			53,747	58,877	57,429	(1,448)	-2%
		Uniform Services Bureau Total	46,733,320	59,459,000	64,250,365	4,801,365	8%

**FY 2015
OFFICE OF INSPECTOR GENERAL (OIG)
RESOURCE REQUIREMENTS**

General Expense Budget

Program	FY 2014	FY 2015 Request	Increase	% Increase
Administration	\$738,000	\$762,000	\$24,000	3.25%

When established in 2006, the Office of Inspector General (OIG) was authorized four positions; an Inspector General (IG), an auditor, an investigator, and one administrative staff. That authorization has not increased. The OIG has continued to operate at this staffing level since that time. However, the workload required to support the OIG Mission has grown and exceeds the capacity of the current staffing levels.

As a part of its mission, the OIG conducts and supervises audits and investigations of the programs and operations of the United States Capitol Police (USCP) so as to promote economy and efficiency. Further, the IG is required by statute to keep the Chief and Congress currently and fully informed of serious problems, abuses, and deficiencies within the Department.

An external staffing assessment of OIG determined that between 9 and 12 FTEs are required to carry out the OIG mission. According to the assessment report, the ratio of OIG staff to agency staff should be 1:100. The USCP OIG is at about 1:500. Further, from FYs 2007 to 2012, the Department's budget, not including supplemental appropriations, has increased 21 percent and the authorized level of positions has grown by 160. Meanwhile, OIG staffing level has remained the same (four FTEs) and general expenses have increased only by the inflationary increase for the annual financial statement audit.

OIG has reported management challenges (Protection/Security, Information Security, Financial Management, Human Capital, Acquisition, and Resolution of Recommendations) for the Department for each of the past 7 years. These challenges represent OIG's view of the most serious risks/vulnerabilities facing the Department. OIG oversight activities, levied against the challenges can provide information to managers and those charged with governance, regarding the economy, efficiency, and effectiveness of those programs and operations. However, OIG has conducted limited audits and reviews of these challenges due to a lack of sufficient resources.

Based on House Report 112-511, Legislative Branch Appropriations Bill, 2013, (June 1, 2012), and discussions with the Department, OIG planned to increase its staffing level by two FTEs by the end of FY 2013 from within the Department's funded civilian staffing levels. This did not occur due to sequestration. OIG understands fully the fiscal challenges facing the government, as well as its responsibility to maximize resources to achieve goals and objectives. Therefore, OIG is not requesting any new positions in FY 2015 and seeks only to maintain its original staffing levels.



**Budget Justification Request
for the
Committee on Appropriations**

Fiscal Year 2015

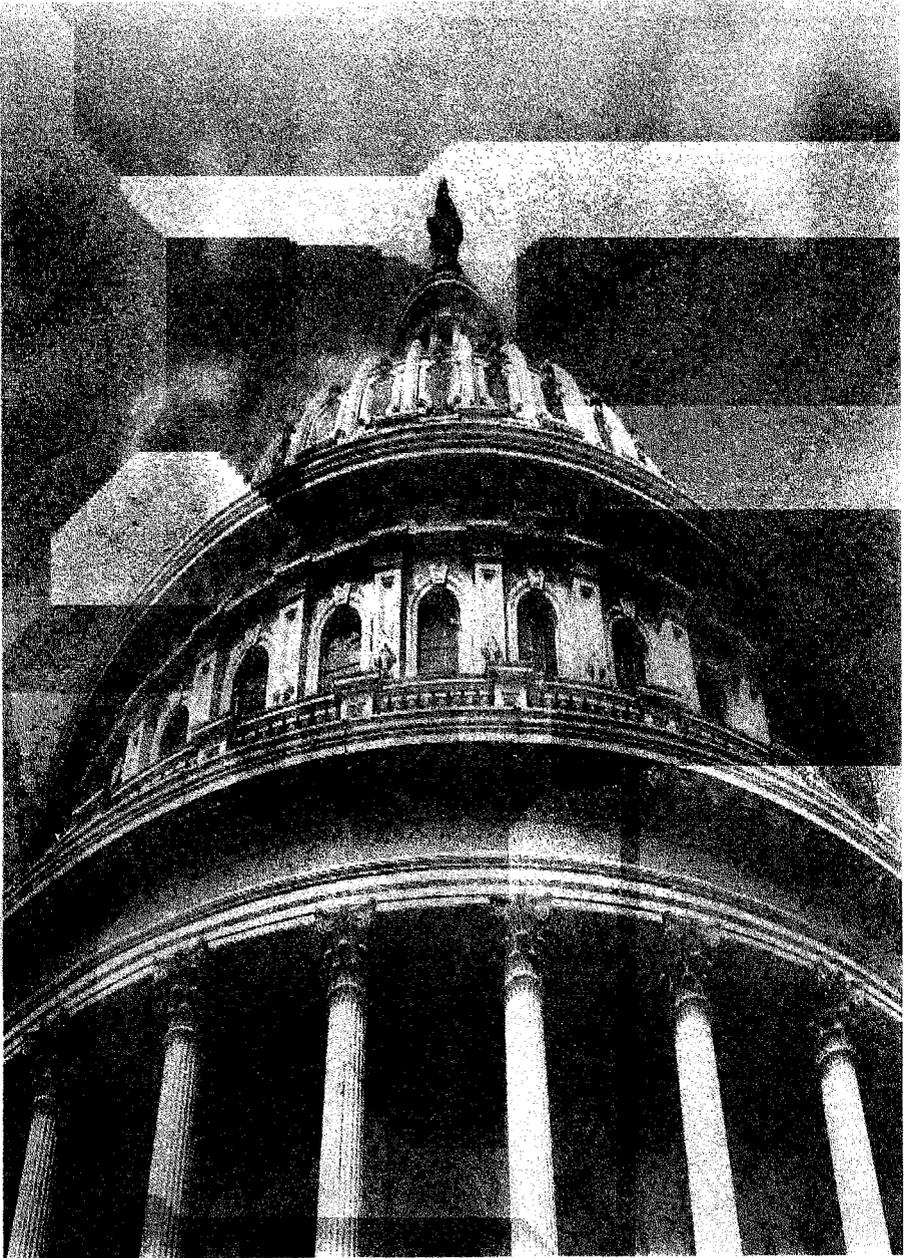


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STATEMENT OF THE EXECUTIVE DIRECTOR

On behalf of the Office of Compliance, I submit the FY 2015 budget request and justification for your consideration. As described below, the Office of Compliance continues to provide its services in the mandated areas of dispute resolution, safety and health compliance, public access for people with disabilities, labor management relations, and education and outreach to the regulated community. In light of the increase in the FY 2014 enacted budget, we look forward to restoring the level of some services that were reduced due to past budget cuts.

This year, the Office of Compliance is requesting an additional \$152,000, or 3.93% over the FY 2014 enacted amount. This added funding will allow us to continue the development and deployment of an electronic case management system and improvements to data collection systems that are used for health and safety and ADA inspections.

We look forward to improving services for the 30,000 employees of the Legislative Branch. Our agency is small and our operations lean already, with most positions one deep and many employees cross-trained to handle other duties. The prolonged reductions in funding led in FY 2013 to staff lay-offs, cuts to safety and health inspector hours, limits on inspections designed to ensure access to people with disabilities, reduced pay for independent hearing officers, in-house mediation of almost all cases, and elimination of most technical assistance and educational outreach. While we will continue many of the cost efficiencies that we have put in place, we hope to restore much of the safety and health and ADA inspection hours, as well as technical assistance and outreach services to the Congressional community with our FY 2014 funding and to maintain that effort in FY 2015.

THE CONGRESSIONAL MANDATE

The Congressional Accountability Act ("CAA") was passed in 1995, establishing the Office of Compliance ("OOC") which opened on January 23, 1996. The CAA applies 13 workplace, employment, and safety laws to Congress and other agencies and instrumentalities of the Legislative Branch throughout the United States. These laws include:

- Title VII of the Civil Rights Act of 1964;
- The Age Discrimination in Employment Act of 1967;
- The Rehabilitation Act of 1970;
- Title I of the Americans with Disabilities Act of 1990;
- The Family and Medical Leave Act of 1993;
- The Fair Labor Standards Act of 1938;
- The Employee Polygraph Protection Act of 1988;
- The Worker Adjustment and Retraining Notification Act;
- The Uniformed Services Employment and Reemployment Rights Act;
- The Veterans Employment Opportunities Act ;
- Public services and accommodations portions of the Americans with Disabilities Act;
- The Occupational Safety and Health Act of 1970;
- The Federal Service Labor Management Relations Act; and
- The Genetic Information Nondiscrimination Act.

The OOC is responsible for enforcing the CAA for the covered community of employing offices and approximately 30,000 employees by administering and ensuring the integrity of the dispute resolution

system established to resolve disputes that arise under the CAA; carrying out an education and training program for Congressional Members, employing offices, and Congressional employees to assist them in understanding their rights and responsibilities under the CAA; advising Congress on needed changes and amendments to the CAA; and investigating and enforcing the CAA's occupational safety and health, public access, and unfair labor practice provisions.

The Executive Director, in addition to exercising overall agency supervision and managing personnel functions, administers the dispute resolution program and carries out the education and training program. The General Counsel has independent investigatory and enforcement authority with respect to the occupational safety and health laws, the public access provisions of the Americans with Disabilities Act, and the unfair labor practice provisions of the CAA. The General Counsel also represents the OOC and its Board of Directors in all judicial proceedings under the CAA.

The OOC has a five-member, non-partisan Board of Directors appointed by the Majority and Minority Leaders of both Houses of Congress. The Board members, who serve five-year terms, come from across the United States, and are chosen for their expertise in the laws administered under the Act. The Board acts as an adjudicative body, reviewing appeals by parties aggrieved by decisions of Hearing Officers on complaints filed with the Agency. Under the CAA, the Board is required to advise Congress on needed changes and amendments to the CAA and promulgate regulations to implement the laws covered under the CAA.

The OOC currently has 22 full-time equivalent positions and pays the part-time Board members (counted as one FTE) on a "when-actually-employed" basis. This employee complement performs a multiplicity of functions on a variety of subject matters, including: dispute resolution--counseling and mediation; enforcing anti-discrimination, occupational safety and health, disability access, and labor management relations laws; offering education and training to the covered community; providing professional support for the Board of Directors; and performing general administrative, information technology and fiscal functions. The OOC also regularly contracts for the services of other individuals as mediators, hearing officers, and safety and health inspectors.

THE CURRENT OPERATION OF THE OFFICE OF COMPLIANCE

Since the passage of the CAA, significant progress has been made by the OOC in improving the safety of the Legislative Branch; recognizing and implementing the rights of employees; assuring access to people with disabilities; and educating our constituency on the mandates of the CAA.

Benefits stemming from the passage of the CAA include ongoing improvements in health and safety conditions on the Capitol Hill campus since 1995 and swift confidential resolution of employee-employer disputes.

The OOC, with minimal staff and resources, is charged with a large and important statutory mandate. The OOC serves the same functions as multiple agencies in the Executive Branch, including the Equal Employment Opportunity Commission, the Department of Labor, the Department of Justice (for access for people with disabilities), and the Federal Labor Relations Authority. With the CAA approaching its twentieth year, the OOC continues to implement more collaborative enforcement strategies for carrying out its statutory functions without compromising the regulatory mandates of the CAA. We strive for continuous improvement and pursue promising initiatives that will better serve the regulated community.

FY 2015 BUDGET REQUEST

The Office of Compliance's FY 2015 budget request was formulated through zero based structured review of the OOC's mission, strategic plan and agency goals. On a day to day basis we analyze our resource posture in relation to the mission and functions of the OOC. We have little margin for error and must obtain the highest value for each dollar expended.

The Office of Compliance is requesting \$4,020,000 for FY 2015 operations, a 3.93% increase from the FY 2014 enacted level. The FY 2015 budget request focuses on supporting the most important aspects of the statutory functions of the Office of Compliance and improving the delivery of services to the covered community.

As noted above, we are requesting funding for the development and maintenance of a new case management system that will replace an outdated system that produced unreliable and/or incomplete data. In view of the increased requests from the Congressional community for data and reports on the use of the OOC services, continued reliance on our current system seriously complicates our case processing and compromises information management. The changes and the development of a new case management system will not only provide for more streamlined service delivery by our office to the Congressional community but will also allow cost savings in the long run. For instance, our current system is unable to track and compile data on the number and types of cases filed with our office. As this is data that is required to be reported to Congressional leadership, it is currently compiled manually. Not only does this mean unnecessary labor costs for the OOC but also means that we are unable to track in "real-time" the types and number of complaints. Real-time data will allow our office to detect trends and target our educational strategy to address these concerns. Other improvements to our computer system will allow for a much needed electronic filing function for litigation and mediation related documents. This improvement will bring our office in line with standing practice in other administrative agencies and judicial bodies. Because we are no longer able to correct the problems with the current system, we must look to replacing the system. With the additional funds we received in FY 2014, we have the opportunity to work with a vendor on the development of software for a new dependable, confidential and responsive system. We are requesting sufficient funds in FY 2015 to roll out and maintain this system into the future.

Another critical budgetary issue for the Office of Compliance in FY 2015, as in the past, is adequate funding for the dispute resolution program. By its very nature, the program is unpredictable in the number of constituents served and complexity of hearings. Costs can fluctuate greatly over the course of the year. We have managed to maintain the high level of service for the program through judicious assignment of Hearing Officers, exploration with other federal agencies of the use of trained Hearing Officers, cross training of staff, and bringing mediations in-house. Using senior employees who are highly trained in-house mediators has been invaluable in saving money. Because we are able to carry some funding for the ADR program from FY 2014 to FY 2015, our request for FY 2015 is minimal in this area, but still includes funds for the ongoing development, deployment, and maintenance of a new case management system.

Between 2010 and 2014, funding cuts forced us to significantly reduce Occupational Safety and Health ('OSH') inspector hours. Starting in FY 2012, the OOC developed and instituted a risk-based approach to biennial inspections rather than inspecting all facilities at least once each Congress, as the statute requires. Because inspections in high-risk areas such as machine shops and high voltage areas require both specialized expertise and more time to conduct, even our risk-based approach was compromised

by the reduced inspector hours. We experienced a 6 month delay in completing the inspections for the 112th Congress. The OOC inspectors – now two full time employees and four contractors – had to perform inspections for both the 112th and 113th Congresses at the same time, well into FY 2014. This was in addition to working on requester initiated inspections. Those same inspectors also conduct the biennial ADA inspections. In FY 2015, the OOC looks forward to moving two contract inspector positions to vacant employee positions. This is expected to save money and help us achieve a stable, experienced workforce.

The FY 2015 IT budget request reflects OOC's focus on other IT needs besides the case management system, such as improvements to current data systems used in health and safety and ADA inspections, upgrading security to meet current threat levels, enhancement of video conferencing equipment to save travel money for hearing officers, and creating efficient IT solutions.

The OOC is tasked with filling the critical need for training legislative branch employees and employing offices on their rights and responsibilities under the CAA. Additional training and outreach can save time and money. In FY 2013, the OOC analyzed the potential savings that came from mandatory training in the Executive Branch. We saw that, although there was a brief spike in litigation of discrimination claims during the training period, this was followed by a dramatic decline in litigation overall. As mandatory training was implemented, employees were educated about their rights, and management level employees were trained to create model working environments and avoid actions which could give rise to unnecessary litigation. Findings of discrimination also dramatically decreased after the mandate for training was put into effect. For FY 2015, we plan enhanced training opportunities available to the entire Legislative Community. We will reprint and distribute the most important of our brochures on the CAA. In addition, we will update OOC's website, www.compliance.gov to include new outreach strategies.

The balance of the 3.93 % increase requested is for any contract services increases [cross servicing providers – Library of Congress, National Finance Center] and other services, equipment and supplies needed to operate the Office of Compliance.

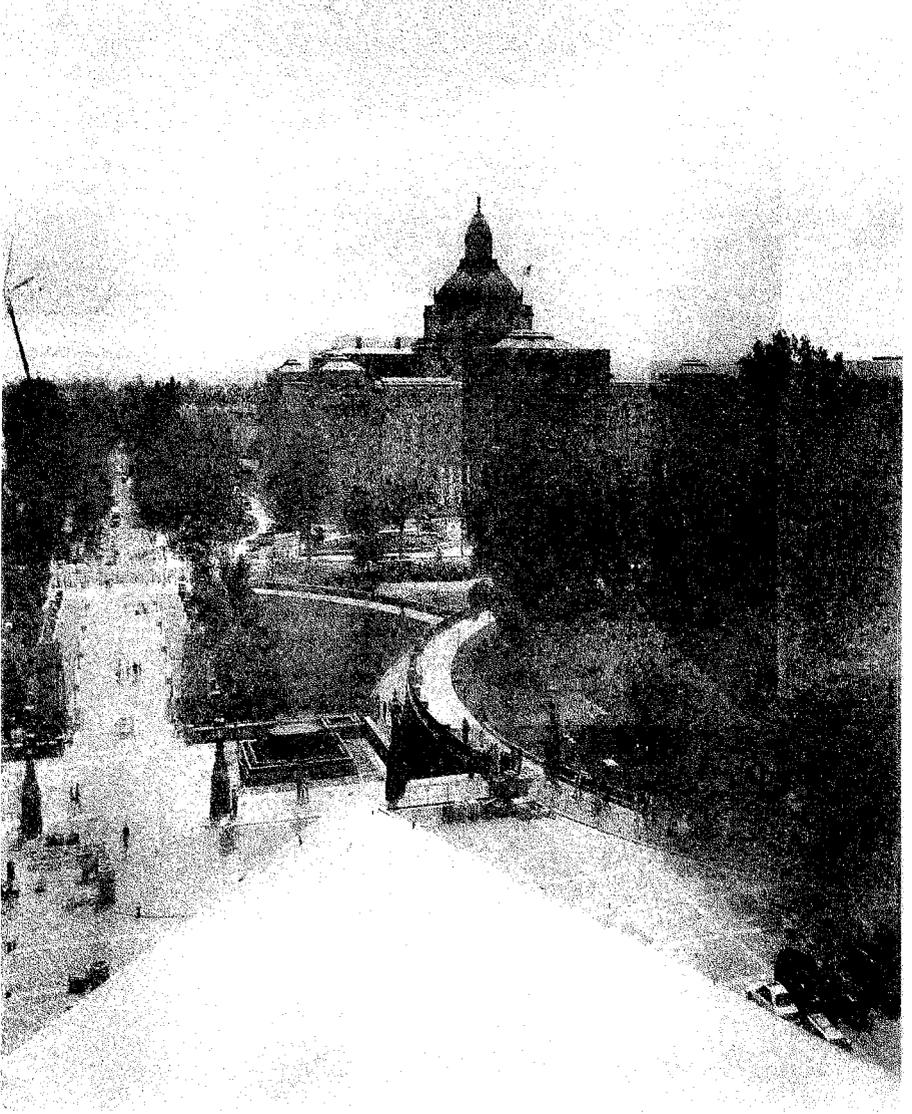
The Office of Compliance and its Board of Directors are proud of the level of services we provide to the regulated community. As the Executive Director, I strive to provide our highly professional and talented staff members with the tools they need to perform their statutorily mandated functions. Our small size and interrelated missions mean we cannot underfund one statutorily mandated area and expect to succeed in the others. Our staff and I are available to answer any questions or address any concerns the Chair of the House or Senate Subcommittee or its Members may have.

Barbara J. Sapin
Executive Director

**OFFICE OF COMPLIANCE
APPROPRIATIONS LANGUAGE**

SALARIES AND EXPENSES

For salaries and expenses of the Office of Compliance, as authorized by section 305 of the Congressional Accountability Act of 1995 (2 U.S.C. 1385), \$4,020,000, of which \$450,000 shall remain available until September 30, 2016: *Provided*, That the Executive Director of the Office of Compliance may, within the limits of available appropriations, dispose of surplus or obsolete personal property by interagency transfer, donation, or discarding: *Provided further*, That not more than \$500 may be expended on the certification of the Executive Director of the Office of Compliance in connection with official representation and reception expenses.



**Office of Compliance
Personnel summary (FTE)**

	FY 2013 Actual*	FY 2014 Actual*	FY 2015 request
Average ES salary	\$169,050	\$164,000	\$164,000
Average GS/GM salary	\$81,015	\$90,678	\$89,343
Executive level**	6	5	5
GS/GM-15	4	4	4
GS/GM-12-14	5	6	7
GS-9-11	4	4	4
GS-3-8	2	3	2
Staffing level (FTEs)	22	22	22

Notes: FY (fiscal year), FTEs (full-time equivalents), ES (Executive Schedule),
GS/GM (General Schedule).

This schedule is for comparison purposes only. OOC does not use the formal government system of grading and salaries. Each salary is administratively determined pursuant to PL 104-1, 2 USC 1301 et seq as amended and OOC personnel policies and procedures.

* The salary and grades reported reflect averages for the year.

** The number of executive level staff for FY 2015 includes one FTE for Board members. OOC's authorizing legislation requires that members be paid the per diem equivalent of the rate provided for each day (including travel time) during which such member is engaged in the performance of the duties of the Board, at a rate equal to the daily equivalent of the lesser of:

- (i) the highest annual rate of compensation of any officer of the Senate; or
- (ii) the highest annual rate of compensation of any officer of the House of Representatives. The rate of pay of a Board member may be prorated based on the portion of the day during which the Board member is engaged in the performance of Board duties.

The other four FTEs are for the executive director, two deputy executive directors, and the general counsel.

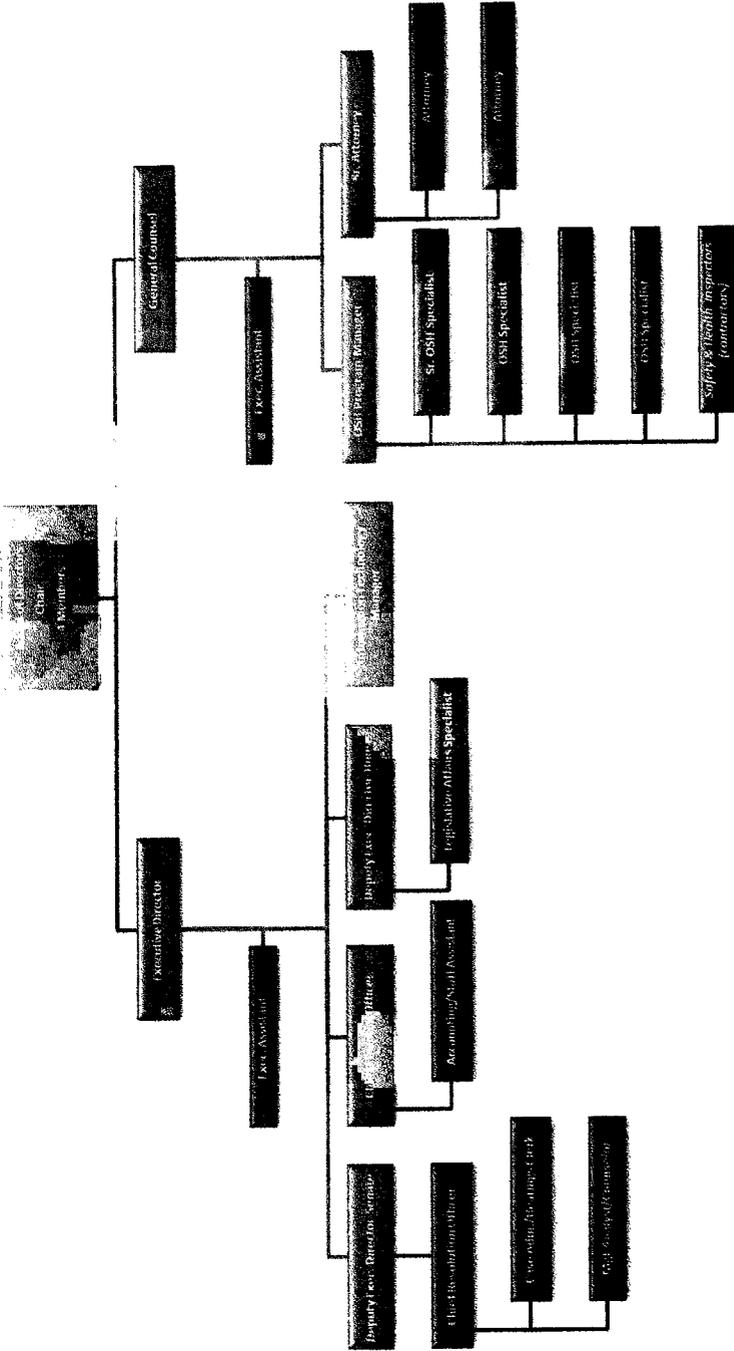


OFFICE OF COMPLIANCE

Appropriations History

Salaries and Expense Account (Amounts in thousands of dollars)		
Fiscal Year	Requests	Budget Authority
1996		858
1997		2,609
1998		2,479
1999		2,086
2000	2,076	2,000
		1,992 (revised) ¹
2001	2,095	1,820
		1,816 (revised) ²
		1,851 (revised) ³
2002	2,059	2,059
2003	2,289	2,059
		2,157 (revised) ^{4,5}
2004	2,518	2,255
		2,242 (revised) ⁶
2005	2,950	2,421
		2,402 (revised) ⁷
2006	3,112	3,112
		3,081 (revised) ⁸
2007	3,418	3,102
2008	4,106	3,350
		3,342 (revised) ⁹
2009	4,308	4,072
2010	4,474	4,377
2011	4,675	4,077
2012	4,782	3,817
2013	4,206	3,617 ¹⁰
2014	4,482	3,868 ¹¹
2015	4,020	

¹FY 2000 amount reflects reductions pursuant to PL 106-113²FY 2001 amount reflects reductions pursuant to PL 106-554³FY 2001 amount reflects supplemental pursuant to PL 107-20^{4,5}FY 2003 amount reflects reductions and supplemental pursuant to PL 108-7, 11⁶FY 2004 amount reflects reductions pursuant to PL 108-99⁷FY 2005 amount reflects reductions pursuant to PL 108-447⁸FY 2006 amount reflects reductions pursuant to PL 108-148⁹FY 2008 amount reflects reductions pursuant to PL 110-161¹⁰FY 2013 amount reflects CR PL 113-6¹¹FY 2014 amount reflects increase pursuant to PL 113-76



Office of Compliance FY 2015 ORG

STRATEGIC PLAN and MEASURING SUCCESS

Introduction

The Strategic Plan was established to guide the operations of the Office of Compliance from Fiscal Year 2013 through Fiscal Year 2015. During this time period, the OOC will regularly review the strategies and initiatives set forth in this Plan and modify them, as necessary, to respond to the changing demands on the OOC and its resources. To support the goals outlined in this Plan, the OOC will establish employee work-plans that are directly linked to the elements of the Strategic Plan.

The Plan marks the OOC's third triennial Strategic Plan, and sets out four strategic goals for fulfilling its mission under the Congressional Accountability Act. OOC's previous strategic plans were structured along programmatic lines. Thus, there were separate goals dedicated to safety and health, dispute resolution, education and outreach, and Board rule-making. We found, however, that the previous structure also created "mission silos" which led to a "tunnel view" among staff and limited staff involvement in other program areas. The current strategic plan affords staff the opportunity to work more collectively with staff whose focus is in other programmatic areas. This new structure reflects the interdependence between programs. For example, through the education and outreach program the Congressional community receives information not only about the safety and health protections of the CAA but the rights of employees to be free from discrimination in the workplace, as well. OOC's education and outreach mandate spans all programs. The same is true for the mandates and goals of our other programs.

Goal I focuses on educating and communicating to the Congressional community the rights and responsibilities under the CAA, and the services and technical expertise provided by the Office of Compliance; Goal II outlines the agency's commitment to facilitate the identification and resolution of workplace disputes and issues involving claims arising under the CAA; Goal III requires the OOC to build relationships and expand support among the covered community and the public; and Goal IV discusses the OOC's plan to provide opportunities for the professional development of the agency's workforce.

The mission of the Office of Compliance is to advance safety, health, disability access, and workplace rights for employees, employers, and visitors of the Legislative Branch as mandated by the CAA. Since the passage of the CAA, the OOC has tirelessly pursued its mission to improve safety and health in Congressional facilities, and to provide a meaningful process to address and resolve employment disputes, ensure equal access for people with disabilities, and guarantee the right of employees represented by labor organizations.

Adequate funding is vital to support the goals and initiatives in this strategic plan. Certain initiatives would take minimal resources to implement, but others require additional resources to achieve. As we are unable to predict the level of funding we will receive in the fiscal years spanning this strategic plan, we may need to revisit and adjust the specific initiatives within each Goal. Where sufficient funding exists to meet our mission and accomplish these goals, we anticipate success as outlined within the plan.

BUDGET REQUEST SUMMARY

	FY 2013 Actual Appropriation	FY 2014 Level Appropriation	FY 2015 Request Appropriation	Change: 13 Enacted to 14 Enacted Level	Change: 14 Level to 15 Request
Salary & Benefits	\$2,542,845	\$2,738,000	\$3,010,515	\$195,155	\$272,515
General Expenses	\$436,501	\$350,000	\$559,485	(\$86,501)	\$209,485
Two Year (MH, SH)	\$612,982	\$780,000	\$450,000	\$167,018	(\$330,000)
Grand Total	\$3,592,328	\$3,868,000	\$4,020,000	\$250,837	\$152,000
FTE's	22	22	22	0	0

OVERVIEW OF FISCAL YEAR 2015 BUDGET REQUEST

The Office of Compliance is requesting \$4,020,000 for fiscal year 2015 operations, reflecting:

- ❖ an increase of \$152,000 or 3.93% from the Agency's fiscal year 2014 Level budget of \$3,868,000.

The requested funding is necessary for the Agency's:

- ❖ mandated operations, including hearings, mediations, safety and health inspections, unfair labor practice investigations, Americans with Disabilities Act inspections, and educational activities;
- ❖ funding for 22 full-time equivalent positions ("FTEs"), which includes one FTE for the five member Board of Directors;

The OOC is requesting that a total of \$450,000 remain available until September 30, 2016 for the services of essential contractors, including hearing officers, mediators, and safety and health inspectors.

Summary of FY 2014 funding - \$4,020,000

11: Personnel - \$2,353,601

12: Benefits and Other Personnel Compensation - \$656,914

13: Benefits for Former Personnel - \$0

21: Travel - \$38,500

23: Space Rental/Communications/Misc Charges - \$47,034

24: Printing and Reproduction - \$27,000

25: Contractual Services - \$839,100

26: Supplies, Materials and Publications - \$17,000

31: Equipment - \$40,850

FUNDING REQUESTS (FY 2015)**OBJECT CLASS 11: Personnel**

For FY 2015, OOC requests a budget of \$2,353,601 for salary expenses associated with full-time employees. This is an increase of \$228,601 over FY 2014. The amount is the projected cost for a total of five Board member positions equal to one FTE, twenty full-time, and one part-time position inclusive of 1.8% annual salary increase, and inclusive of step increases/merit/promotions (.5% assumption), and performance awards (.57% of budget).

OBJECT CLASS 12: Benefits and Other Personnel Compensation

A total of **\$656,914** is budgeted for other personnel compensation and benefits during FY 2015, an increase of **\$43,914** above FY 2014. Personnel benefits are a direct function of the amount of budgeted salary/wages and inclusive of employee transit subsidy, benefit program price increases and the growing rate of participation in the FERS retirement system.

OBJECT CLASS 13: Benefits for Former Personnel

A total of **\$0** is budgeted for FY2015. This category covers unemployment benefits, and any other appropriate benefits costs.

OBJECT CLASS 21: Travel

The five-member Board of Directors of the OOC includes several out-of-town practitioners who must travel in order to meet at face-to-face Board meetings. As required under the CAA, the five Board members receive reimbursement of travel expenses associated with the regular meetings required to conduct OOC business. OOC Board members are also reimbursed for travel to meetings, forums, conferences, and other official functions where they represent OOC. The amount of **\$35,000** is budgeted for travel by OOC Board members in FY 2015. The balance for staff travel, local and long distance is budgeted at **\$3,500** for a total of **\$38,500** for FY 2015. The travel cost is reflective of the current GSA contract airline prices and per diem rates. OOC always uses coach tickets and government rate hotel accommodations. This is an increase of **\$13,300** from FY 2014.

OBJECT CLASS 23: Communications/Misc Charges

OOC's budget includes an estimated **\$37,000** for telephone service during FY 2015. This estimate is based on historical data as well as costs associated with OOC's need to maintain responsibility for its total telephone expenditures. This amount also includes the cost of conference calls for Board activities, and any communications in support of OOC activities outside the Washington metro area. OOC's operations require the use of telephones and cellular phones for both local and long distance calling to maintain communications with OOC Board members, stakeholders, advisors, other agencies, private organizations, and members of the public. The staff and Board members provide outreach and information to our service constituency through a newsletter, e-mail and reports. Although OOC will be disseminating certain publications via electronic mail, postage is still needed for the dissemination of certain OOC informational reports. In addition, OOC business practices require the use of local delivery and messenger services to ensure prompt and secure delivery of documents to other agencies and stakeholders serviced by OOC. OOC is striving to reduce costs through technology and more efficient use of present systems. OOC is requesting **\$10,034** for this purpose in FY 2015. This represents a total of **\$47,034**, an increase of **\$6,034** from FY 2014.

OBJECT CLASS 24: Printing and Reproduction

OOC has budgeted **\$27,000** in FY 2015 for printing costs. These costs will include: a) printing the newsletter sent to 30,000+ stakeholders; b) printing statutorily mandated reports, such as the Annual Report, and the Board of Directors' 102b report to the Congress; and c) other public information and materials for consumption by OOC's service constituency. OOC's safety and health activities will generate reports that will require publishing. In addition, it is OOC policy to produce, upon request, materials in braille, large print, compact disc, diskette and on cassette tape to accommodate members of the public who are visually and/or hearing impaired. OOC will continue to investigate and evaluate using technology for more efficient and cost effective dissemination of information to the service constituency and stakeholders. Decreasing costs are possible due to more in-house production of

materials and increased use of technology. This budget item reflects an increase of \$15,000 from FY 2014.

OBJECT CLASS 25: Contractual Services

A. SUPPORT SERVICES

As a small independent agency, OOC contracts with multiple agencies and private vendors for many of the services that are typically performed in-house at larger agencies. These contracts cover items such as payroll, financial services, human resources, information technology, web hosting, news services, mailing house, and internal control review. Specifically, the OOC incurs costs from:

- ❖ Library of Congress (Financial, custodial, information technology, \$105,000);
- ❖ National Finance Center (Payroll/Personnel services, \$5,000);
- ❖ Software Licenses/Website support (\$46,000);
- ❖ Database Services (WebTA, FMA, WestLaw, Pacer, \$103,000);
- ❖ Staff Training (\$25,000);
- ❖ Incidentals (Temporary services, etc., \$88,100).

Fixed costs continue to rise. These support services in total will cost OOC \$326,100 in FY 2015.

B. MISSION DIRECT SERVICES

OOC has budgeted \$513,000 (\$63,000-1yr, \$450,000-2yr) for program contracts. All proposed contracts in this category are described below.

OOC's priorities are derived from recommendations developed by OOC Board members and stakeholders, and are based upon the goals and objectives outlined in OOC's strategic plans. Given the limited size of our agency, the judicious use of external contractors substantially enhances our capability to meet our basic mandate of advancing safety, health, public access and workplace rights in the U.S. Congress and the Legislative Branch.

The OOC is requesting \$63,000 for FY 2015, for the following:

- ❖ Web Site; Annual Report; Newsletter; 102B Report (Design/Production, \$62,000)
- ❖ Ongoing training internal/external; Mission related training of covered community and expansion of best practices to increase awareness of rights and OOC services (\$1,000);

The OOC is requesting that a total of \$450,000 remain available until **September 30, 2016** for the services of essential contractors, including hearing officers, mediators, and safety and health inspectors and consultants. The time period allows maximum flexibility given the changing environment associated with the Occupational Safety and Health and Dispute Resolution mandates of the CAA. The safety and health duties of our OSH program can be greatly affected by events from the OCGC's constituent base of member offices, or from the physical plant realities of everyday use within the capitol complex or outlying physical structures. In addition, dispute resolution can be especially unpredictable given the Agency's duty to provide services to all employees and covered parties who seek service from OOC. In addition, costs of mediations and hearings can only be controlled in a limited manner due to the complexity and breadth of each individual claim.

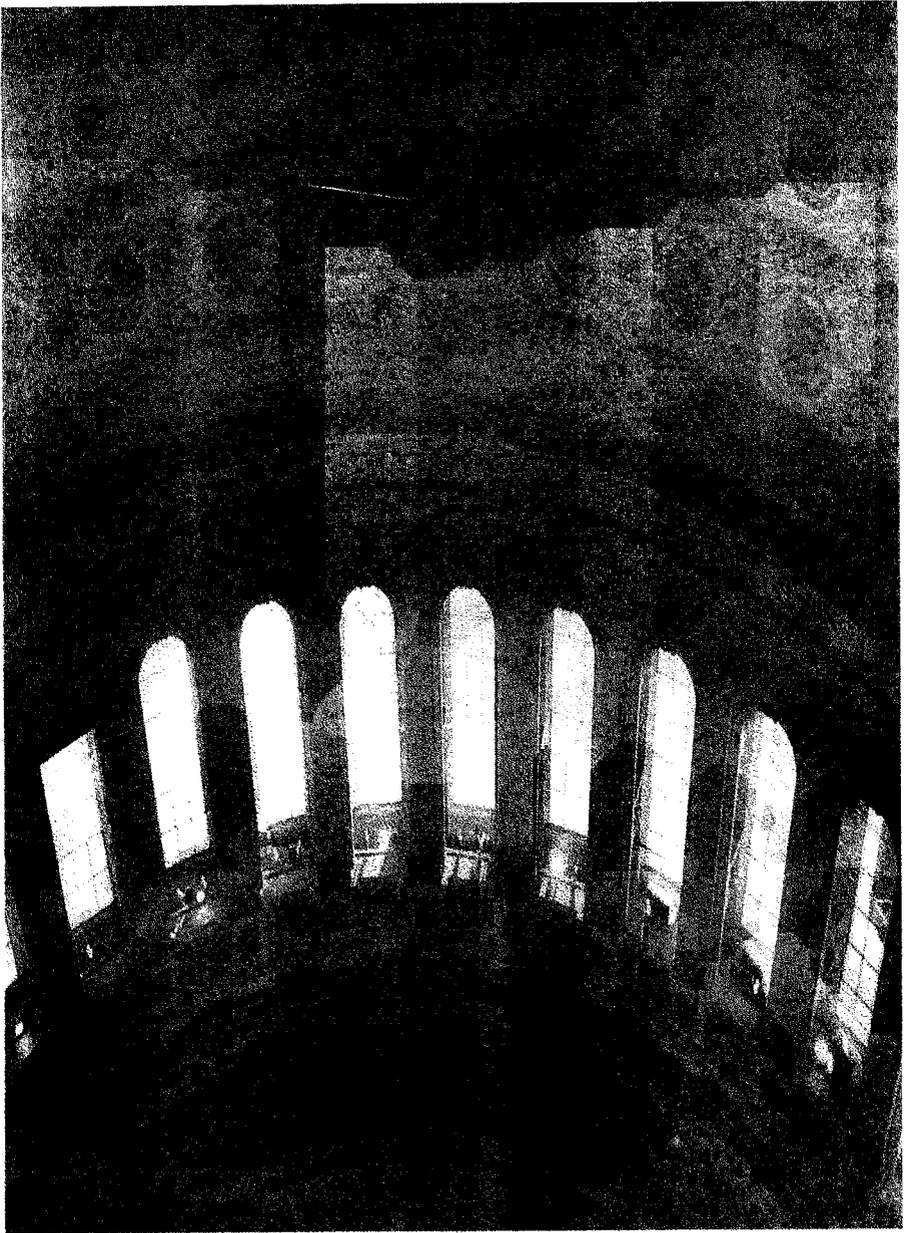
OBJECT CLASS 26: Supplies, Materials and Publications

OOO's budget includes \$17,000 for the purchase of supplies, materials and publications for FY 2015. This amount represents an increase of \$2,000 from FY 2014. The amount includes costs for supplies for mailing, copying, and ordinary office supplies such as paper, pens, and pencils. OOO is attempting to streamline use of paper and other resources in favor of technological solutions to report-generation, distribution and storage. Also budgeted are funds for the purchase of library materials, and for subscriptions to relevant scientific, technical, and policy-oriented publications. OOO subscribes to various electronic information services in order to provide Board members and staff with current technical information. The cost for these services is included in this category. Increase is from the rising cost of items purchased.

OBJECT CLASS 31: Equipment

OOO is requesting \$40,850 for equipment in FY 2015. There is a decrease of \$20,450 from FY 2014. Most of the decrease in this object class is due to a shift of two large data management upgrade projects from one year to two year funding. Updating these systems is vital and will require multiyear commitments to develop and implement.

- ❖ OOO will continue its modernization plan, from our information technology manager, to upgrade the IT capabilities of the OOO in an integrated, efficient and cost effective manner that reflects the Agency's growth and adherence to its strategic plan. OOO will continue to implement a system to improve security on each staff member's computer in line with government-wide security standards, albeit some plans may be slowed or halted as a reflection of funding availability.
- ❖ Agency-wide applicable equipment replacement and upgrades will be slowed or stopped as a ratio of needs to funding/resource availability.



BUDGET DETAIL

The Office of Compliance administers one major program, the provisions of the Congressional Accountability Act. The Act has dual emphasis on dispute resolution and compliance activities.

The program is comprised of five primary and three supporting functional areas, within which the activities of the OOC are performed. The main functional areas are:

- ❖ the dispute resolution process;
- ❖ investigation and activities under the occupational safety and health and disability access sections of the Act;
- ❖ labor relations investigation and administration;
- ❖ education and outreach;
- ❖ reports and recommendations to Congress;
- ❖ budget and fiscal operations;
- ❖ information technology; and
- ❖ office administration, representation, and relations with Congress and agencies.

Of the functional areas, the first five are the core functions of the agency's program. For this reason, the expenses directly attributable to the first five are considered to be direct costs, and those of the final three are indirect costs, or overhead.

Non-personnel budget by program:

Office of Compliance FY 2015 Annual General Expenses Budget Request Summary by Program (*Inclusive of 2 Yr Funds)							
	FY 2013 Actual	FY 2014 Enacted	FY 2015 Request	13 to 15 Change	14 to 15 Change	13 to 15 % Change	14 to 15 % Change
OOO Salaries & Benefits	\$2,542,845	\$2,738,000	\$3,010,515	\$508,013	\$272,515	20.30%	9.95%
OCBD	\$28,111	\$26,000	\$36,000	\$7,889	\$10,000	28.06%	38.46%
OCEB	\$33,078	\$54,700	\$68,035	\$34,957	\$13,335	105.68%	24.37%
OCEI	\$19,019	\$38,500	\$61,000	\$41,981	\$22,500	220.73%	58.44%
OCMH*	\$130,063	\$320,000	\$191,000	\$60,937	(\$129,000)	7.75%	-40.31%
OCGC	\$168,684	\$10,000	\$10,500	(\$158,184)	\$500	-93.78%	5.00%
OCSH*	\$500,582	\$481,300	\$270,600	(\$229,982)	(\$210,700)	-45.94%	-43.78%
OCSY	\$169,946	\$199,500	\$372,350	\$198,432	\$172,850	114.10%	86.64%
Grand Total	\$3,592,328	\$3,868,000	\$4,020,000	\$427,672	\$152,000	11.91%	3.93%

Personnel Costs

Personnel Request (in millions)						
FY 2013 Actual	FY 2014 EN	FY 2015 Request	13 to 15 Difference	14 to 15 Difference	13 to 15 %	14 to 15 %
\$2,542,845	\$2,738,300	\$3,010,515	\$467,670	\$272,215	18.40	9.94

Non-Personnel Costs

Non-Personnel Request (in millions)						
FY 2013 Actual	FY 2014 EN	FY 2015 Request	13 to 15 Difference	14 to 15 Difference	13 to 15 %	14 to 15 %
\$1,049,483	\$1,130,000	\$1,009,484	(\$39,999)	(\$120,516)	-11.06	-10.67

Non-Personnel services increase/decrease by major Object Class.

Object Class	FY 2013 Actual	FY 2014 EN	FY 2015 Budget Request	13 to 15 CHG	14 to 15 CHG	13 to 15 % CHG	14 to 15 % CHG
(21) Travel	\$28,307	\$25,200	\$38,500	\$10,193	\$13,300	36.01	52.78
(23)Space Rental/Communicati ons/Misc	\$39,744	\$41,000	\$47,034	\$7,290	\$6,034	18.34	14.72
(24) Printing and Reproduction	\$6,184	\$12,000	\$27,000	\$20,816	\$15,000	336.61	125.00
(25)Contractual Services	\$954,314	\$993,500	\$839,100	(\$282,232)	(\$154,400)	-82.69	-72.32
(26)Supplies, Materials and Publications	\$7,860	\$15,000	\$17,000	\$9,140	\$2,000	116.28	13.33
(31) Equipment	\$13,074	\$43,300	\$40,850	\$27,776	(\$2,450)	212.45	-5.66
Grand Total	\$1,049,483	\$1,130,000	\$1,009,484	(\$39,999)	(\$120,516)	-3.81	-10.67

BUDGET REQUESTS BY PROGRAM

OC Mediation and Hearings - OCMH

Mandate: Congressional Accountability Act, Sections 401-416

...the procedure for consideration of alleged violations of part A of title II consists of...counseling...mediation...and election...of...a formal complaint and hearing...subject to Board review...@ 2 U.S.C. 1401.

Overview

The Office of Compliance provides skilled, efficient and cost-effective means to resolve alleged violations of the CAA. All claims to the Office go through a confidential multi-step process of counseling and mediation before a civil action can be filed in a United States district court or a formal complaint filed with the OOC. The confidential processes administered by the OOC protect the rights of the parties to resolve their conflict on mutually agreeable terms without intrusion or influence from non-parties. Employees, Members and other employing offices share the same confidentiality protections in addressing sensitive disputes.

In administering the CAA, the OOC provides information on the rights and responsibilities directly to members of the covered community and explores settlement options with them. Claims not resolved in mediation may be raised in the confidential administrative hearing process. Through this administrative dispute resolution process, the OOC resolves an overwhelming majority of claims, confidentially and without the need for litigation. This saves taxpayers and all parties involved time, resources, and money that would otherwise be wasted on prolonged litigation and avoids exposing sensitive matters in a public forum, such as open court.

Requests for Information, Counseling, and Mediation: An employee or employer covered by the CAA may, at any time, seek information and clarification from the OOC on its procedures, and on the protections, rights, and responsibilities provided by the CAA. Under the CAA, employees must engage in counseling and mediation under the auspices of the Office of Compliance as a precursor to filing a formal administrative complaint or initiating a Court action. The OOC provides counseling and mediation in a neutral, confidential setting.

Adjudication: If the dispute remains unresolved after counseling and mediation, the employee may choose either to pursue the claim through a formal administrative hearing process of the OOC, or to file suit in U.S. District Court. An employee who elects adjudicative procedures of the OOC files a formal complaint. The Executive Director appoints an independent hearing officer to consider the case and render a written decision, which may be appealed to the Agency's Board of Directors. The Board of Directors issues a written decision, which may then be appealed to the U.S. Court of Appeals for the Federal Circuit. The administrative hearing process provides speedier resolution and confidentiality, while offering the same remedies as civil action.

Accomplishments in FY 2013 - MH

Dispute Resolution Process: A notable feature of the Office of Compliance (OOC) administrative dispute resolution process is the confidential nature of its proceedings. In FY2013, the OOC provided advice and

information to more than 260 covered employees, employing offices, and members of the public on a confidential basis. Individuals called with questions about their rights and responsibilities under the various provisions of the Congressional Accountability Act ("CAA" or "Act"), such as Family and Medical Leave and Veteran's rights. At this informal stage, the OOC provided callers with information on the law and its requirements - enabling employees and employing offices to make informed decisions about whether or how to resolve disputes before they escalate.

In FY 2013, 81 Requests for Counseling were filed by covered employees, initiating formal proceedings alleging violations of the CAA. Following counseling, 76 requests for mediation were received in FY2013. Over the course of the fiscal year, 29 cases were formally settled as a result of negotiated settlement discussions (settlements were both monetary and non-monetary), and 1 case was resolved by informal agreement between the parties during mediation.

Employees whose claims are not resolved in counseling and mediation may file either an administrative complaint with the OOC, or a civil action in Federal District Court. Like all OOC proceedings, the administrative hearing process is confidential. This enables employees to pursue their claims in a non-public forum that is less formal and less costly than a court proceeding, yet provides the same remedies that a court can provide. In FY2013, 11 new administrative complaints were filed, and 2 cases were still pending before a hearing officer.

To encourage voluntary compliance with the CAA, the OOC provided education and outreach opportunities to the covered community. In FY2013, the OOC educated congressional staffers, agencies, unions, attorneys, and visitors on the Act and the Agency's regulations. The OOC conducted briefings and seminars, distributed notices of CAA rights to the homes of covered employees, and published educational materials in hard copy and on its website - including a newly updated CAA brochure reflecting current amendments. The Office also published its Procedural Rules, statutorily mandated studies and reports, newsletters, bulletins on OSHA and ADA compliance, and brochures on workplace rights to inform the covered community of its rights and responsibilities.

The OOC's outreach activities also included numerous meetings with legislative branch stakeholders - including representatives of the House and Senate, AOC, USCP, CBO, and LOC to discuss progress in complying with the provisions of the Act. The OOC offered to provide training to all legislative stakeholders, and encouraged the agencies to implement their own educational initiatives to promote voluntary compliance with the CAA. In addition, the OOC staff held a briefing meeting with Hearing Officers to review new developments in the law and common issues of concern related to OOC processes.

Improvements in Efficiency: In order to facilitate stakeholder access to the OOC's dispute resolution program - the Office revised and updated ADR forms now available on its website. In addition, the Office monitored trends in the number and types of charges filed to support compliance efforts and offered stakeholders training in areas as indicated by the trending data.

Due to budget constraints during FY 2013, the OOC adjusted its delivery of core services in several ways. For example, the OOC assigned a majority of cases in mediation to its own highly skilled staff - trained and experienced in dispute resolution and employment law. The OOC also maintained a flat rate for contract mediation service-providers, and reduced the overall rate paid to hearing officers. In addition, the Office obtained the services of a uniquely qualified recent law school graduate to provide important legal research and support to the work of the Board of Directors. To ensure that it continues to provide

top quality services to stakeholders, the OOC secured on-going professional educational opportunities for its staff at little or no cost by utilizing the training resources of its fellow legislative branch offices, and executive branch counter-parts.

OOC staff began development of a needs assessment for an electronic case management system that will bring the Office's technological capacity current with existing practices. A new case management system will meet stakeholder demands that the OOC permit electronic filing, and increase dramatically the agency's efficiencies by enabling it to docket, retain, and retrieve documents electronically.

FY 1997 - FY 2013 Comparison

	Calls for Information	Requests for Confidential Counseling	Requests for Confidential Mediation	Administrative Complaints Filed
FY 1997	1,716	165	158	6
FY 1998	961	68	56	8
FY 1999	1,098	323	49	14
FY 2000	611	75	329	3
FY 2001	595	430	386	10
FY 2002	543	77	54	12
FY 2003	497	92	70	8
FY 2004	593	84	76	5
FY 2005	476	60	45	9
FY 2006	511	54	52	7
FY 2007	475	52	50	7
FY 2008	476	82	39	13
FY 2009	263	108	75	10
FY 2010	277	105	86	9
FY2011	299	142	116	12
FY 2012	263	83	66	14
FY 2013	260	81	76	11

The OOC experienced group filings on each of two controversies.

Fiscal Year 2015 Budget Request

The Office of Compliance is requesting a total of \$191,000 for non-personnel services for FY 2015 for the OC Mediation and Hearings Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

FY 2015 Object Class Schedule A

PROG	Object Class	OC Description	FY 2013 Actual	FY 2014 EN	FY 2015 Requested	Change FY13/FY15	Change FY14/FY15
OCMH							
1 yr	25	Contractual Services	\$17,063	\$20,000	\$1,000	(\$16,063)	(\$19,000)
2 yr	25	Contractual Services	\$113,000	\$300,000	\$190,000	\$77,000	(\$110,000)
OCMH Total			\$130,063	\$320,000	\$191,000	\$60,937	(\$129,000)

Analysis of Change

Analysis of Change		Mediation and Hearings
FY 2013 Actual Appropriation		\$130,063
Legislative Increases		\$0
Inflationary Adjustments		\$0
Program Increases/Decreases		\$60,937
FY 2015 New Initiatives		\$0
Non-recurring FY 2013 Expense		\$0
FY 2015 Request		\$191,000

Analysis of Change

Analysis of Change		Mediation and Hearings
FY 2014 EN Appropriation		\$320,000
Legislative Increases		\$0
Inflationary Adjustments		\$0
Program Increases/Decreases		(\$129,000)
FY 2015 New Initiatives		\$0
Non-recurring FY 2014 Expense		\$0
FY 2015 Request		\$191,000

OC Safety and Health - OCSH

Mandate: Congressional Accountability Act, Sections 215 and 210

...Each employing office and each covered employee shall comply with the provisions of section 5 of the Occupational Safety and Health Act of 1970...@ 2 U.S.C. 1341.

...The rights and protections against discrimination in the provision of public services and accommodations established by the Americans with Disabilities Act of 1990 shall apply to the entities listed...@ 2 U.S.C. 1331.

Overview

Safety and Health--Periodic Inspections: The Act requires the General Counsel of the Office of Compliance to inspect all covered facilities in the Legislative Branch for compliance with occupational safety and health standards at least once each Congress, and to report the findings to Congress. Approximately 30,000+ Legislative Branch employees are protected by the CAA's OSH standards in the Washington, DC metropolitan area.

Requests for Safety and Health Inspections: The Act's safety and health provisions give covered employees and offices the right to request inspections of potentially hazardous conditions in work areas. When a request for inspection is received, the Office of the General Counsel ("OGC") initiates an on-site investigation, after which it sends a detailed report to the employing office that describes the conditions found, reports the results of any tests performed, and explains steps needed to remedy the violation. In the event the responsible employing office fails to correct the problem within a specified time, the OGC may issue a citation or notification, and, when necessary, a complaint.

Safety and Health Technical Assistance: Like the Occupational Safety and Health Administration in the Executive Branch, the OGC provides compliance assistance to employing offices and covered employees. The OGC also advises employing offices about interpretations of OSHA standards upon request, and provides information about proposed OSHA standards that affect their operations. In addition, the OGC assists in the development of programs to reduce occupational injuries in Legislative Branch agencies that have high lost-time injury and illness rates, and facilitates the development of emergency action plans by employing offices.

Disability Access Inspections: Pursuant to section 210 of the Act, the OGC is required to conduct inspections of all covered Legislative Branch facilities at least once each Congress to determine compliance with the rights and protections against discrimination in the provision of public services and accommodations established by the Americans with Disabilities Act ("ADA"). Members of the public may request an investigation of conditions that they allege deny them equal access to Legislative Branch facilities and programs. The General Counsel is responsible for investigating charges of public access discrimination. If, upon investigation, the General Counsel believes that a violation may have occurred, she can refer the parties to mediation to resolve the dispute. If mediation is unsuccessful, the General Counsel can file a complaint against the entity responsible for correcting the violation.

ADA Technical Assistance: The Act authorizes the OGC to provide employing offices with technical advice to assist them in complying with disability access requirements. In addition, the OGC routinely answers questions from congressional offices and Legislative Branch employees on disability access laws.

Accomplishments in FY 2013 - SH - ADA

For the 112th Congress, the OGC continued with its risk-based assessment program, which focuses on inspecting and assuring the abatement of higher-risk hazards that pose the greatest threat of fatalities and injuries to workers and building occupants. In past years, the OGC inspected every area of all facilities where Legislative Branch employees are working, but due to resource constraints we began to target high risk hazard areas such as machine shops, boiler rooms, and high voltage areas. This may reduce the volume of inspections, but inspections of high risk hazard areas are time consuming, often involving, for example, extensive coordination for access to restricted areas and for identifying the proper personal protective equipment for the inspection.

Much of FY 2013 was spent short-staffed, with only two Occupational Safety and Health Specialists for inspections, and turnover in the General Counsel and Deputy General Counsel positions. This hindered progress on the 112th Congress Biennial Report on Occupational Safety and Health Inspections, the 112th Congress Biennial Report on Americans with Disabilities Act Inspections Relating to Public Services and Accommodations, requestor initiated inspections, and the start of the 113th Congress biennial inspections. By the end of FY 2013, a new General Counsel was in place, with six Occupational Safety and Health Specialists, and a robust inspection schedule going forward.

Despite the staffing challenges, we were able to conduct OSH inspections of the higher hazard areas in the facilities used by the Library of Congress, the U.S. Capitol Police, the House of Representatives, and multiple offices (the Alternate Computing Facility).

For the Americans with Disabilities Act biennial report, we inspected the exteriors of the Library of Congress buildings (Madison, Adams, and Jefferson) and the Senate office buildings (Hart, Russell, and Dirksen). During our ADA Biennial Inspection for the 112th Congress, we identified 395 barriers to access and provided detailed reports to the AOC and other employing offices that included descriptions, photographs and locations of each barrier, and possible solutions with estimated costs for each barrier. In these reports, the OGC also provided information to help prioritize barrier-removal projects based upon the severity of the barriers. We classified each barrier to access using a severity code that is determined by how severely the barrier deviates from the Americans with Disabilities Act standards and the effect of this deviation. In addition, during this fiscal year, the General Counsel received one request for inspection concerning Americans with Disabilities Act accessible entrances to two Library of Congress buildings. We also continued our investigation into two requests for inspections filed in prior fiscal years, one of which involves a long term barrier removal project upgrading the accessibility of the restrooms in the Adams LOC Building and the other involving an inspection of the accessible entrance added to the Rayburn House Office Building.

Fiscal Year 2015 Budget Request

The Office of Compliance is requesting a total of \$270,600 for non-personnel services for FY 2015 for the OC Safety and Health Program.

This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

FY 2015 Object Class Schedule A

PROG	Object Class	OC Description	FY 2013 Actual	FY 2014 EN	FY 2015 Requested	Change FY13/FY15	Change FY14/FY15
OCSH							
	21	Travel	\$0	\$0	\$2,500	\$2,500	\$2,500
1 yr	25	Contractual Services	\$0	\$0	\$5,600	\$5,600	\$5,600
2 yr	25	Contractual Services	\$499,982	\$480,000	\$260,000	(\$239,982)	(\$220,000)
	26	Supplies, Publications	\$0	\$0	\$0	\$0	\$0
	31	Equipment	\$600	\$1,300	\$2,500	\$1,900	\$1,200
OCSH Total			\$500,582	\$481,300	\$270,600	(\$229,982)	(\$210,700)

Analysis of Change

		Safety and Health
FY 2013 Actual Appropriation		\$500,582
Legislative Increases		\$0
Inflationary Adjustments		\$0
Program Increases/Decreases		(\$229,982)
FY 2015 New Initiatives		\$0
Non-recurring FY 2013 Expense		\$0
FY 2015 Request		\$270,600

Analysis of Change

		Safety and Health
FY 2014 EN Appropriation		\$481,300
Legislative Increases		\$0
Inflationary Adjustments		\$0
Program Increases/Decreases		(\$210,700)
FY 2015 New Initiatives		\$0
Non-recurring FY 2014 Expense		\$0
FY 2015 Request		\$270,600



OC General Counsel - OCGC

Mandate: Congressional Accountability Act, Section 220

...The rights, protections, and responsibilities established under sections 7102, 7106, ...and 7131 of title 5, United States Code, shall apply to employing offices and to covered employees and representatives of those employees.@ 2 U.S.C. 1351.

...Assist the Board and the Executive Director in carrying out their duties and powers, including representing the Office in any judicial proceeding.@ 2 U.S.C. 1382(c)(3).

Overview

The General Counsel is responsible for investigating allegations of unfair labor practices ("ULP") filed under section 220 of the Act, and for filing and prosecuting complaints of unfair labor practices. The General Counsel is also responsible for advising and providing representation to the Board of Directors and the Executive Director, including representing the Board in federal court.

General Counsel Funding

All employee salary/benefits, funding for labor relations investigation and enforcement, Occupational Safety and Health/Americans with Disabilities Act investigation and enforcement, and routine General Counsel, activities, are a cost within the OCGC program.

Accomplishments in FY 2013 - ULP

In FY 2013 the General Counsel received and investigated 14 complaints of unfair labor practices, with a range of allegations, including bargaining violations, denial of representation, and retaliation for union activity, among others. The General Counsel closed 9 labor management cases. Nine cases remain open. The General Counsel has jurisdiction over approximately 20 bargaining units, most of which are comprised of employees of the Architect of the Capitol.

The CAA provides an administrative process to resolve complaints filed by employees, unions or employing offices under certain provisions of the Act. The final administrative step in the process involves an appeal to the Board of Directors, which issues a written decision. Under certain circumstances, a party may appeal this decision to the U.S. Court of Appeals for the Federal Circuit. The General Counsel represents the Board of Directors in such appeals. During FY 2013, there were no cases appealed to the Federal Circuit that involved the General Counsel.

Fiscal Year 2015 Budget Request

The Office of Compliance is requesting a total of \$10,500 for non-personnel services for FY 2015 for the OC General Counsel Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

FY 2015 Object Class Schedule A

PROG	Object Class	OC Description	FY 2013 Actual	FY 2014 EN	FY 2015 Requested	Change FY13/FY15	Change FY14/FY15
OCGC							
	21	Travel	\$1,693	\$0	\$500	(\$1,193)	\$500
	24	Printing and Reproduction	\$0	\$0	\$0	\$0	\$0
	25	Contractual Services	\$164,180	\$0	\$5,000	(\$159,180)	\$5,000
	26	Supplies, Publications	\$2,811	\$10,000	\$5,000	\$2,189	(\$5,000)
OCGC Total			\$168,684	\$10,000	\$10,500	(\$158,184)	\$500

Analysis of Change

	General Counsel
FY 2013 Actual Appropriation	\$168,684
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	(\$158,184)
FY 2015 New Initiatives	\$0
Non-recurring FY 2013 Expense	\$0
FY 2015 Request	\$10,500

Analysis of Change

	General Counsel
FY 2014 EN Appropriation	\$10,000
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$500
FY 2015 New Initiatives	\$0
Non-recurring FY 2014 Expense	\$0
FY 2015 Request	\$10,500

OC Education and Information (Outreach) - OCEI

Mandate: Congressional Accountability Act, Section 301(h)

...The Office shall...carry out a program of education for Members of Congress and other employing authorities of the Legislative Branch of the Federal Government respecting the laws made applicable to them and a program to inform individuals of their rights under laws made applicable to the Legislative Branch...@ 2 U.S.C. 1381.

Overview

The Office of Compliance provides education and information to Congress, other employing offices of the Legislative Branch, and covered employees. Education and outreach include developing and distributing written materials and publications; conducting conferences, briefings, and workshops; maintaining a website on the Internet; and providing information and referrals to employees and employing offices on an individual or group basis. This program crosses programmatic lines to provide support to other OOC programs, such as OCMH and OCSH.

As mandated by the CAA, the OOC's education and outreach program creates and distributes information through different media about workplace rights to over 30,000 employees in the Legislative Branch. In accordance with CAA requirements, the OOC distributes annually information to the homes of all employees, including Members of Congress. Over FY 2012 and FY 2013 the response to the OOC's newly formatted mailer has been overwhelmingly positive. Several employing offices continue to request that the OOC provide additional training and resources about the Family Medical Leave Act, mediation strategies, and harassment prevention. In addition, several employing offices displayed OOC workplace rights posters in their Capitol Hill and district offices.

In FY 2012, the OOC gained access to the House email system and sent brief educational materials to all House employees and employing offices and expects to continue to do so, on a quarterly basis.

Accomplishments in FY 2013 - EI

The OOC believes that effective training and outreach to covered employees is the key to making Congress a model workplace for the nation. To achieve this goal in FY2013, OOC expanded and redesigned its education and training program to reach a greater portion of the community. In FY2013, OOC provided education to congressional staff, agencies, private attorneys and unions on the CAA. The OOC also conducted briefings and training seminars, distributed notices of CAA rights to the homes of covered employees, and published educational materials on its website – including the CAA, procedural rules, statutorily mandated studies and reports, newsletters, bulletins on OSHA and ADA compliance, and brochures on workplace rights.

During FY 2013, the OOC began working with the Senate Committee on Rules and Administration to send its first publication via e-mail to employees of the Senate. This is building on last year's collaboration with the Committee on House Administration (CHA), to use e-mail distribution to House employees. It is the ultimate goal of the OOC to transition to an email delivery system for all publications, which will significantly improve the success of delivery and provide cost savings in printing and distribution.

In FY2012, the demands for OOC's educational resources continued to increase. To keep up with demand, the OOC revamped and reproduced several of the educational brochures. These materials are

used in office visits, counseling and mediation sessions, Congressional Research Service ("CRS") presentations, as well as other training workshops. Several agencies and Member offices have contacted the OOC for additional materials to keep in their workplaces as well.

OOC continued to provide updated and timely educational materials to employing offices. We distributed materials for new Senate hires, sending out 3,098 notifications in FY 2013 and prepared a presentation as part of orientation for newly elected Members of the House of Representatives.

During FY2013, the OOC began several new initiatives in training, including collaborating with the United States Capitol Police to provide training to officers and staffs on issues such as compliance with the Americans with Disabilities Act and first-line supervisor training. Further, OOC began its distinguished speaker series in 2013, which provides a forum for subject matter experts to educate Legislative Branch employees on their area of expertise. Most recently, Senator Thomas Harkin's former-policy director for disabilities spoke on the subject of mental and emotional disabilities in the workplace.

Fiscal Year 2015 Budget Request

The Office of Compliance is requesting a total of \$61,000 for non-personnel services for FY 2015 for the OC Education & Information (Outreach) Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

FY 2015 Object Class Schedule A

PROG	Object Class	OC Description	FY 2013 Actual	FY 2014 EN	FY 2015 Requested	Change FY13/FY15	Change FY14/FY15
OCEI							
	23	Communications/Misc	\$1,000	\$1,500	\$4,000	\$3,000	\$2,500
	24	Printing and Reproduction	\$220	\$2,000	\$15,000	\$14,780	\$13,000
	25	Contractual Services	\$17,799	\$35,000	\$42,000	\$24,201	\$7,000
OCEI Total			\$19,019	\$38,500	\$61,000	\$41,981	\$22,500

Analysis of Change

Education and Information	
FY 2013 Actual Appropriation	\$19,019
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$41,981
FY 2015 New Initiatives	\$0
Non-recurring FY 2013 Expense	\$0
FY 2015 Request	\$61,000

Analysis of Change

Education and Information	
FY 2014 EN Appropriation	\$38,500
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$22,500
FY 2015 New Initiatives	\$0
Non-recurring FY 2014 Expense	\$0
FY 2015 Request	\$61,000

OC Board of Directors - OCB D

Mandate: Congressional Accountability Act, Section 102(b)

The Board shall review provisions of Federal law (including regulations) relating to (A) the terms and conditions of employment (including hiring, promotion, demotion, termination, salary, wages, overtime compensation, benefits, work assignments or reassignments, grievance and disciplinary procedures, protection from discrimination in personnel actions, occupational health and safety, and family and medical and other leave) of employees, and (B) access to public services and accommodations . . . [and] the Board shall report on (A) whether or to what degree the provisions described [above] . . . are applicable or inapplicable to the Legislative Branch, and (B) with respect to provisions inapplicable to the Legislative Branch, whether such provisions should be made applicable to the Legislative Branch. The presiding officers of the House . . . and the Senate shall cause each such report to be printed in the Congressional Record and each such report shall be referred to the committees of the House . . . And the Senate with jurisdiction. @ 2 U.S.C. 1302(b).

Overview

Section 102(b)(2) of the Act requires the Board to submit a report to Congress on the applicability to the Legislative Branch of any employment laws not made applicable by the Act. The section 102(b) report and recommendation(s) are submitted to Congress once during each Congress. Under section 304 of the Act, the Board is also required to submit proposed regulations to Congress, to ensure that regulations for Congress and the Legislative Branch are substantially identical to those promulgated by the Executive Branch.

The Board of Directors acts as a reviewing body for claims that are appealed from hearing officers. Board Members provide direction and guidance to the appointed staff of the OOC and they lend their legal expertise to the labor and employment issues that are presented to the OOC from the Congressional community. In addition the Board is responsible for issuing regulations on the laws covered under the CAA.

The current Board of Directors has been a valuable asset to Congress, demonstrating extraordinary productivity through the issuance of multiple decisions and promulgation of a number of substantive regulations. Because of Board Members' knowledge and skills, the decisions rendered by the Board of Directors provide sound legal guidance to the Legislative Branch. No Board decision has ever been overturned by the Federal Circuit Court of Appeals. Their deliberations are conducted in an extremely collegial manner, which has been the key to their productivity. The Board members all understand and appreciate the environment within which they perform their responsibilities. During its tenure, the Board of Directors of the Office of Compliance has met its statutory mandates, maintained its objectivity, and remained accountable to Congress.

Accomplishments in FY 2013 - BD

During FY 2013 and into FY 2014, the Board continues to work on reviewing amendments to the Agency's Procedural Rules, substantive regulations for the application of the amended Family and Medical Leave Act and regulations under the Americans with Disabilities Act access provisions.

As required by the CAA, the OOC actively tracks new and proposed legislation relating to terms and conditions of employment and access to public services and accommodations, and the Board provides a report to each Congress with recommendations on a number of these legislative initiatives. During FY2013, at the conclusion of the 112th Congress (2011-2012), the Board published its biennial report, *Recommendations for Improvements to the Congressional Accountability Act* for consideration by the 113th Congress (2013-2014). This report analyzed certain "parity gaps" between federal workplace rights laws that apply to employers in the private and federal executive branch sectors but do not apply to Congress and its agencies, and made several recommendations as to whether these laws should be made applicable to the Legislative Branch under the Congressional Accountability Act. In FY 2014, The Board intends to focus on some of these recommendations, including the posting of rights under the CAA; mandatory training of the rights under the CAA; and more effective protection against retaliation for employees who report safety violations.

During FY13, 8 petitions for review ("PFR") of hearing officer decisions were in process before the Board. Six (6) new PFRs were filed with the OOC's Board of Directors in FY 2013, and 2 petitions from FY12 were pending. The Board issued 4 decisions in FY13 resolving 5 cases on appeal. These cases covered issues involving race and disability discrimination, hostile work environment claims, the Family Medical Leave Act and retaliation under the CAA. In addition, during FY 2013, an exception to an arbitrator's award was filed with the Board. Final decisions of the Board of Directors are published on our web site at:

www.compliance.gov/directives/board-decisions

Fiscal Year 2015 Budget Request

The Office of Compliance is requesting a total of \$39,000 for non-personnel services for FY 2014 for the OC Board of Directors Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

FY 2015 Object Class Schedule A

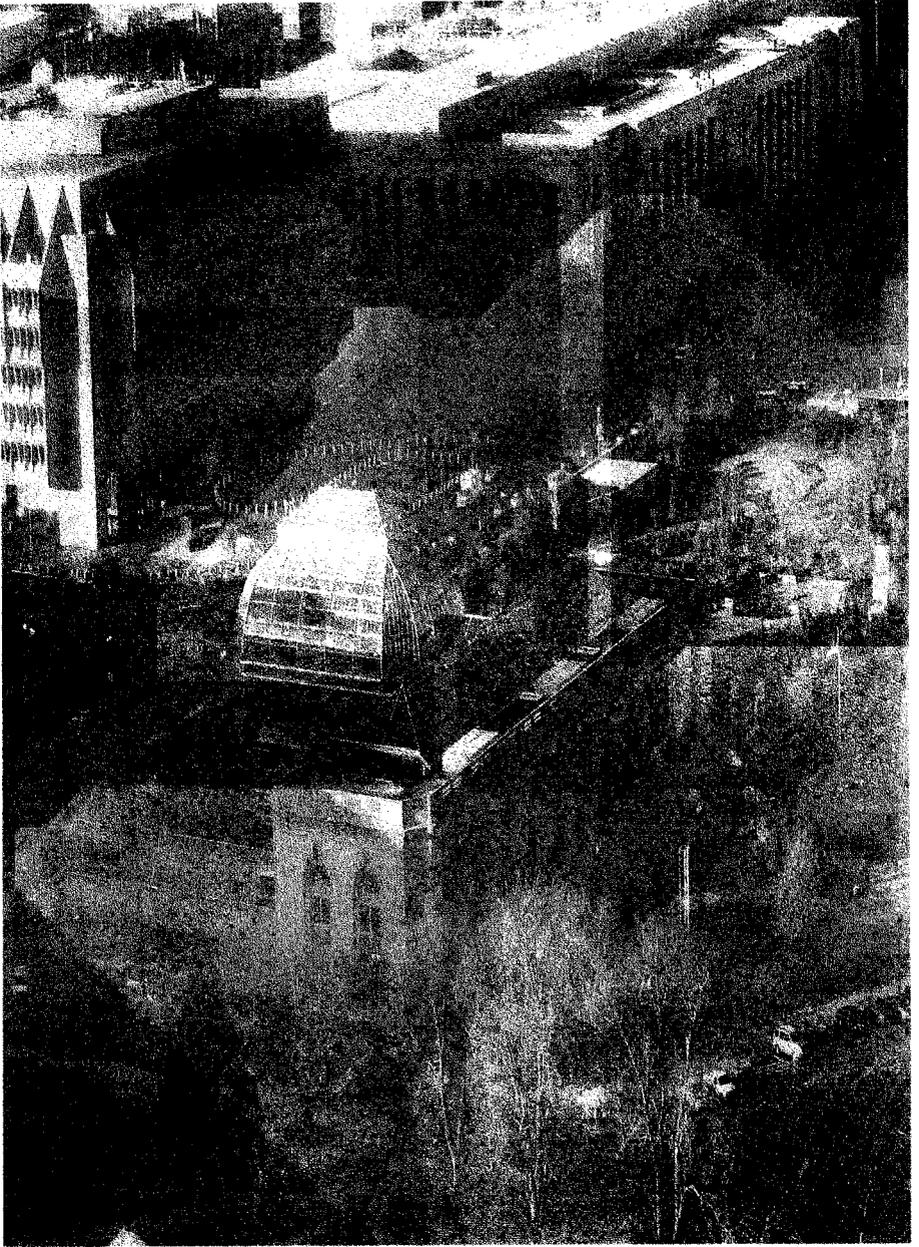
PROG	Object Class	OC Description	FY 2013 Actual	FY 2014 EN	FY 2015 Requested	Change FY13/FY15	Change FY14/FY15
OCBD							
	21	Travel	\$26,574	\$25,000	\$35,000	\$8,426	\$10,000
	23	Communications/Misc	\$1,537	\$1,000	\$1,000	(\$537)	\$0
	31	Equipment	\$0	\$0	\$0	\$0	\$0
OCBD Total			\$28,111	\$26,000	\$36,000	\$7,889	\$10,000

Analysis of Change

	Board of Directors
FY 2013 Actual Appropriation	\$28,111
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$7,889
FY 2015 New Initiatives	\$0
Non-recurring FY 2013 Expense	\$0
FY 2015 Request	\$36,000

Analysis of Change

	Board of Directors
FY 2014 Enacted Appropriation	\$26,000
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$10,000
FY 2015 New Initiatives	\$0
Non-recurring FY 2014 Expense	\$0
FY 2015 Request	\$36,000



OC Systems (Operations) - OCSY

Mandate: Supports Office of Compliance core functions

Overview

The OOC delivers comprehensive financial services, in compliance with all applicable Federal appropriations laws, and maintains adequate spending controls.

Accomplishments in FY 2013

Momentum accounting system: The core staff involved with OOC financial transactions are continually trained on changes and also have participated fully in making recommendations for improvement to the financial process. OOC is also participating with the Legislative Branch Financial Management Council in developing and implementing financial efficiencies within OOC. WebTA (Time and Attendance), has produced continued personnel time savings, as the usage of the system has normalized. OOC's refined process for 'settlement' disbursement has continually produced yearly savings (\$7,000 - FY 2013), as the cost of using the Treasury SPS disbursement system is zero.

Interagency contracting: OOC is continuing the policy and practice of collaborating with other Legislative Branch agencies on procurement and in other resource intensive areas. OOC also participated in the CAO Council, the Legislative Branch Financial Management Council and its subcommittees: the Financial Systems, GPRA Subcommittee, Internal Controls Subcommittee, and Website Subcommittee.

The OOC is continually reevaluating our internal controls in accordance with OMB Circular A-123. Also, we are reviewing and changing operation practices to succeed at improving the efficiency and transparency of not only our fiscal operation but also the OOC as a whole. These efforts result in benefits to OOC mission programs and the overall efficiency of the Legislative Branch.

Information Technology

Mandate: Supports Office of Compliance core functions

Overview

The OOC administers a local area network, inclusive of personal computers for 21 employees, a number of on-site contractors, and the hardware and software required to support them. We maintain telecommunications linkages with the Library of Congress, the National Finance Center, the Government Printing Office, and an off-site location that serves as the lynchpin of our disaster recovery plan.

The OOC is continually collaborating with Legislative Branch partners and reevaluating our IT posture in order to provide the most efficient and value oriented structure to support OOC mission activities. This leveraging of available resources is invaluable during this challenging fiscal cycle.

Accomplishments in FY 2013

OOC is currently exploring secure cloud-based solutions and related products with the goal of reducing in-house computer hardware and maintenance costs. OOC also hopes to increase employee productivity by migrating internal systems to the cloud.

OOC continues to expand the agency's ability to mail Legislative staffers electronically and successfully piloted a program with the Senate in 2013. OOC collaborated with the Senate on a program which allows OOC to send the annual mailer and other communications to all Senate employees electronically.

Fiscal Year 2015 Budget Request

The Office of Compliance is requesting a total of \$372,350 for non-personnel services for FY 2015 for the OC Systems Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

FY 2015 Object Class Schedule A

PROG	Object Class	OC Description	FY 2013 Actual	FY 2014 EN	FY 2015 Requested	Change FY13/FY15	Change FY14/FY15
OCSY							
	23	Communications /Misc	\$36,083	\$32,500	\$37,000	\$917	\$4,500
	25	Contractual Services	\$122,389	\$125,000	\$294,000	\$171,611	\$169,000
	26	Supplies, Publications	\$0	\$0	\$3,000	\$3,000	\$3,000
	31	Equipment	\$11,474	\$42,000	\$38,350	\$26,876	(\$3,650)
OCSY Total			\$169,946	\$199,500	\$372,350	\$198,432	\$172,850

Analysis of Change

	Systems
FY 2013 Actual Appropriation	\$169,946
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$198,432
FY 2015 New Initiatives	\$0
Non-recurring FY 2013 Expense	\$0
FY 2015 Request	\$372,350

Analysis of Change

	Systems
FY 2014 EN Appropriation	\$199,500
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$172,850
FY 2015 New Initiatives	\$0
Non-recurring FY 2014 Expense	\$0
FY 2015 Request	\$372,350

OC Executive Director - OCED

Mandate: Supports Office of Compliance core functions

Overview

General office administration includes overall agency supervision and personnel functions. The representation and relations function includes communication and consultation with Appropriations and Oversight Committees, Congressional Leadership, and other Legislative Branch agencies (not already captured in Education and Outreach, above).

Meeting the internal initiatives and goals set out in the strategic plan allows the OOC to develop a workplace for its employees that is envisioned by the CAA. Ensuring a fair workplace, providing tools for staff to perform their duties, and recognizing and responding to the professional needs of staff lends credibility to our programs and the services we provide to the Congressional community.

Accomplishments in FY 2013 - ED

During FY 2013 and at the beginning of FY 2014, the OOC completed its transition of the Executive Team. The new Executive Director, who was promoted from Deputy Executive Director for the Senate, took over in January 2013. In August and September 2013, the Deputy Executive Director for the House and the General Counsel, respectively, were appointed. In October 2013, the Deputy Executive Director for the Senate was appointed.

Without full Executive Team coverage during most of 2013, it was the dedication of the OOC's workforce, their talents and creative solutions that allowed us to continue to meet our mission during FY 2013. As they have in the past, our managers recognize that the success of our programs depends on the diversity of thoughts, ideas, and staff expertise. The OOC continued to promote non-discrimination and workplace diversity at all staffing levels, including among interns and contract service providers.

The OOC workplace is one that encourages open and respectful dialogue between managers and staff, a willingness to share and accept ideas, self-awareness, and a personal commitment to these values. During FY 2013, multiple all-staff meetings were held to allow for staff input into the filling of Executive Team vacancies and to keep them fully informed of ongoing events.

These values are reflected in the OOC's updated personnel policies. In FY 2013, opportunities were provided to more staff for Alternate Work Schedules and Teleworking arrangements. The OOC continues to update and keep current its Pandemic Planning, as well as its Continuity of Operations Procedures.

The OOC continued to promote a healthy workplace by gaining access to the LOC gym facilities in the Adams building and encouraging employees to use them. We continue to reduce our carbon footprint by increasing the use of email in communicating with stakeholders, promoting recycling, and reducing paper waste by requiring double-sided copying. Specifically, during FY 2013, the OOC utilized its newly-acquired email access to Senate employees to submit certain educational materials, which along with the access to House employees, significantly limited the need to print such material. The General Counsel for the first time distributed a draft of the 112th Congress biennial ADA report electronically to the employing offices for comment.

Fiscal 2015 Budget Request

The Office of Compliance is requesting a total of \$68,035 for non-personnel services for FY 2015 for the OC Executive Director Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

FY 2015 Object Class Schedule A

PROG	Object Class	OC Description	FY 2013 Actual	FY 2014 EN	FY 2015 Requested	Change FY13/FY15	Change FY14/FY15
OCED							
	21	Travel	\$40	\$200	\$500	\$460	\$300
	23	Communications/Misc	\$2,124	\$6,000	\$5,034	\$2,910	(\$966)
	24	Printing and Reproduction	\$5,964	\$10,000	\$12,000	\$6,036	\$2,000
	25	Contractual Services	\$19,901	\$33,500	\$41,500	\$21,599	\$8,000
	26	Supplies, Publications	\$5,049	\$5,000	\$9,000	\$3,951	\$4,000
OCED Total			\$33,078	\$54,700	\$68,035	\$34,957	\$13,335

Analysis of Change

	Executive Director
FY 2013 Enacted Appropriation	\$33,078
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$34,957
FY 2015 New Initiatives	\$0
Non-recurring FY 2013 Expense	\$0
FY 2015 Request	\$68,035

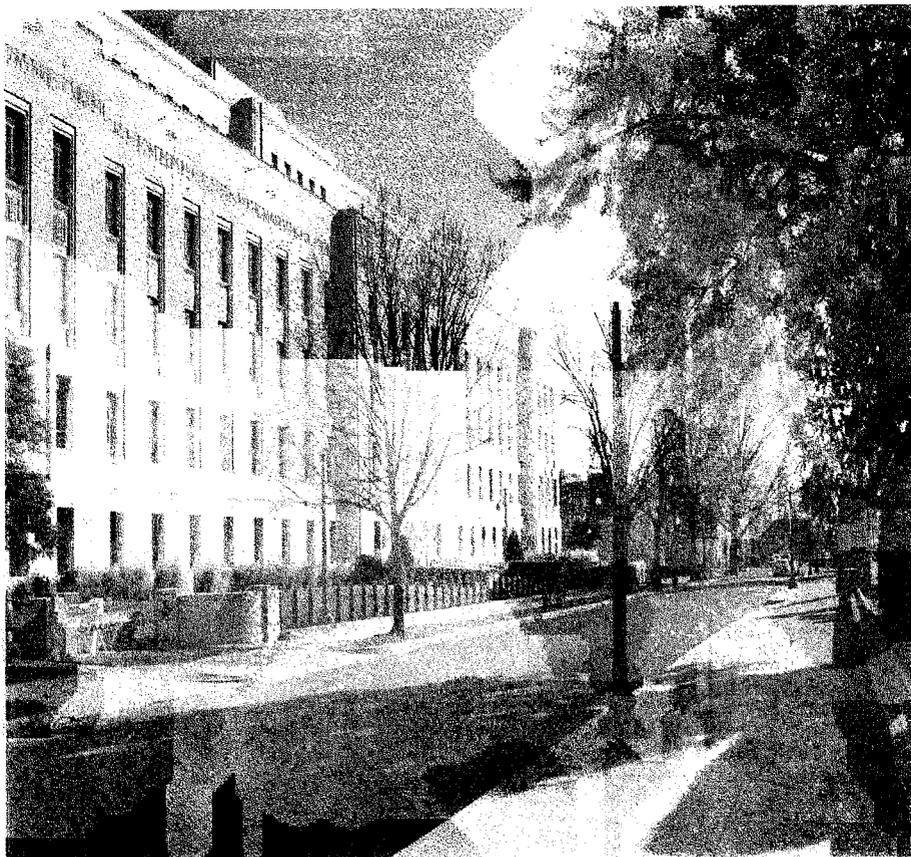
Analysis of Change

	Executive Director
FY 2014 EN Appropriation	\$54,700
Legislative Increases	\$0
Inflationary Adjustments	\$0
Program Increases/Decreases	\$13,335
FY 2015 New Initiatives	\$0
Non-recurring FY 2014 Expense	\$0
FY 2015 Request	\$68,035

Budget Schedules

Office of Compliance FISCAL YEAR 2015 Resource Summary (Budget Authority Dollars in Thousands)							
Personnel	FY 2013 Budget Authority (actual exp)	FY 2014 EN	FY 2015 Request	Change FY13/FY15	Change FY14/FY15	13/15 % Change	14/15 % Change
Appropriation	\$2,543	\$2,738	\$3,011	\$468	\$273	18.40	9.97
Supplemental Appropriation							
Transfers							
Rescission							
Total	\$2,543	\$2,738	\$3,011	\$468	\$273	18.40	9.97
Non-Personnel	FY 2013 Actual	FY 2014 EN	FY 2015 Request	Change FY13/FY15	Change FY14/FY15	13/15 % Change	14/15 % Change
Appropriation	\$1,049	\$1,130	\$1,009	(\$40)	(\$121)	-3.81	-10.71
Supplemental Appropriation							
Transfers							
Rescission							
Total	\$1,049	\$1,130	\$1,009	(\$40)	(\$121)	-3.81	-10.71
Total Appropriations	\$3,592	\$3,868	\$4,020	\$428	\$152	11.92	3.93

Office of Compliance FY 2015 Expense Request SCHEDULE A (Dollars in Thousands) - (*Inclusive of 2 yr)					
Summary by Object Class					
Object Class	FY 2013 Actual	FY 2014 EN	FY 2015 Request	13/15 Change Appropriation	14/15 Change Appropriation
11 Personnel Compensation	\$2,028,315	\$2,125,000	\$2,353,601	\$325,286	\$228,601
12 Personnel Benefits	\$512,376	\$613,000	\$656,914	\$144,538	\$43,914
13 Benefits for Former Personnel	\$2,154	\$0	\$0	(\$2,154)	\$0
21 Travel	\$28,307	\$25,200	\$38,500	\$10,193	\$13,300
23 Rent, Communications and Utilities	\$40,744	\$41,000	\$47,034	\$6,290	\$6,034
24 Printing and Reproduction	\$6,184	\$12,000	\$27,000	\$20,816	\$15,000
25 Contractual Services*	\$954,314	\$993,500	\$839,100	(\$282,232)	(\$154,400)
26 Supplies and Materials	\$7,860	\$15,000	\$17,000	\$9,140	\$2,000
31 Equipment	\$12,074	\$43,300	\$40,850	\$28,776	(\$2,450)
Total Budget	\$3,592,328	\$3,868,000	\$4,020,000	\$427,672	\$152,000



Awards and Settlements Appropriation

Section 415 of the Act established "an account of the Office in the Treasury of the United States for the payment of awards and settlements . . . under this Act," and further authorized to be appropriated "such sums as may be necessary to pay such awards and settlements." Section 415 stipulated that awards and settlements under the Act can only be paid from that account, which is to be separate from the operating expenses account of the Office of Compliance established under section 305 of the Act. The Executive Director approves all such awards and settlements.

The enacted Legislative Branch Appropriations bills of 1996 through 2014 have appropriated funds for awards and settlements under the Act.

In FY 2013, a total of \$334,823 was awarded and disbursed under twelve settlements made under section 415 of the CAA. To date in FY 2014, one settlement has been awarded totaling \$220,000.

Settlements by Fiscal Year

Fiscal Year	Number of Settlements*	Total \$ Amount
1997	6	\$39,429
1998	16	\$103,180
1999	6	\$72,350
2000	15	\$45,638
2001	7	\$121,400
2002	10	\$3,974,077
2003	11	\$720,071
2004	15	\$388,209
2005	14	\$909,872
2006	18	\$849,529
2007	25	\$4,053,274
2008	10	\$875,317
2009	13	\$831,360
2010	9	\$246,271
2011	16	\$437,465
2012	12	\$426,539
2013	14	\$334,823
2014	1**	\$220,000

Monetary settlements could resolve multiple claims*

As of 02/20/2014**





Congressional Budget Office

**The Congressional Budget Office's
Request for Appropriations for
Fiscal Year 2015**

February 2014





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The Congressional Budget Office's Request for Appropriations for Fiscal Year 2015

Overview of CBO's Budget Request for 2015

The Congressional Budget Office (CBO) requests appropriations of \$46.1 million for fiscal year 2015. That amount represents an increase of roughly \$400,000, or less than 1 percent, from the \$45.7 million provided to CBO for 2014.

The requested funding would enable CBO to achieve and maintain staffing of 235 full-time-equivalent positions (FTEs), which is the level contemplated in the 2014 appropriation and in line with the FTEs funded between 2004 and 2008. After the budget constraints of recent years, CBO's staffing dropped from a peak of 250 FTEs for fiscal year 2010 to about 220 FTEs now, and the agency is currently engaged in an intensive effort to use the increased funding to bolster its staff so that it can better serve the Congress. Of the requested funding for 2015, 91 percent would support pay and benefits, 6 percent would be for information technology (IT), and 3 percent would go toward purchases of data, training, office supplies, and other items.

CBO's Funding History and Its Effects on Staffing and Output

Because such a large share of CBO's budget represents compensation, the contours of the agency's budget and staffing levels have been and will continue to be closely linked.

Between fiscal years 2002 and 2008, the number of authorized FTEs at CBO held between 232 and 235 (see Figure 1). During that period, CBO's budget generally rose slowly, as federal employees received salary increases and the cost of federal benefits increased. For fiscal years 2009 and 2010, the Congress approved larger increases in CBO's budget to support a step-up in staffing. That

step-up was intended primarily to increase the agency's ability to analyze potential changes in federal health care policy while maintaining its capacity to provide cost estimates and reports on other topics. CBO had sufficient funding for 254 FTEs in 2010.

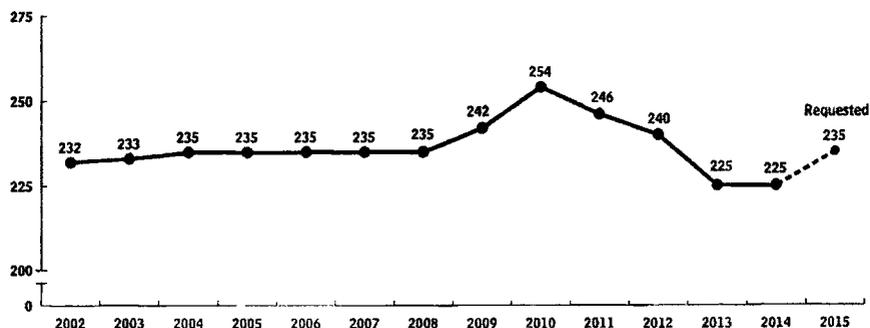
The increase in staffing enabled CBO to engage in analyses of particularly complex issues and to provide substantially more estimates and other analyses to the Congress. Among the accomplishments that were facilitated by the larger staff were a significant expansion of health care analysis, substantial enhancement of financial analysis, considerable improvement in modeling the economic effects of federal tax and spending policies, issuance of several reports with options for changing federal benefit programs, significant gains in the transparency of CBO's analysis, and continued high quality of the agency's cost estimates and analyses of numerous other topics.

However, constraints on CBO's funding (and on discretionary appropriations as a whole) caused the agency's staffing to shrink in fiscal years 2011 through 2013. The agency's appropriation for 2013 was well below the amounts provided to the agency during the preceding years (see Figure 2). Those cuts, combined with small increases in average pay and rising costs of benefits and other items during those years, required a drop in the number of FTEs to only 225 in 2013, the lowest level in more than a dozen years. In addition, the agency had to defer critical purchases of IT equipment and services and other items.

CBO's appropriation for 2014 is significantly larger than its appropriation for 2013. Accordingly, the agency has sharply increased its recruiting efforts in order to return its staffing to the traditional level of 235 FTEs as quickly as possible, and it is catching up on deferred purchases.

Figure 1.

FTEs Authorized for Fiscal Years 2002 Through 2015



Note: FTE = full-time-equivalent position.

CBO's Funding Request and Its Consequences for Staffing and Output

In fiscal year 2015, CBO will continue its mission of providing objective, insightful, timely, and clearly presented budgetary and economic information to the Congress. To fulfill that mission, CBO requests \$46.1 million in funding—an increase of roughly \$400,000 (0.8 percent) from the \$45.7 million provided for 2014. The requested amount would enable CBO to achieve and maintain staffing of 235 FTEs, which is the level contemplated in the 2014 appropriation and in line with the FTEs funded between 2004 and 2008.

The requested funds would be used as follows:

- \$31.4 million for pay of personnel—an increase of \$1.5 million (5 percent) over the amount that will be spent in fiscal year 2014—to support the increase in FTEs for a full fiscal year. (The ramp-up of staffing in 2014 will take some time, and CBO anticipates that the agency will average about 225 FTEs for the current year.) The additional staffing would be devoted to analyzing critical budgetary and economic issues of interest to the Congress, including health care, policies for increasing economic growth and opportunity, and many other topics. The increase would also cover performance-based salary increases for current staff and an anticipated across-the-board

increase of 1.8 percent for employees making less than \$100,000 (if such an increase is authorized for executive branch agencies).

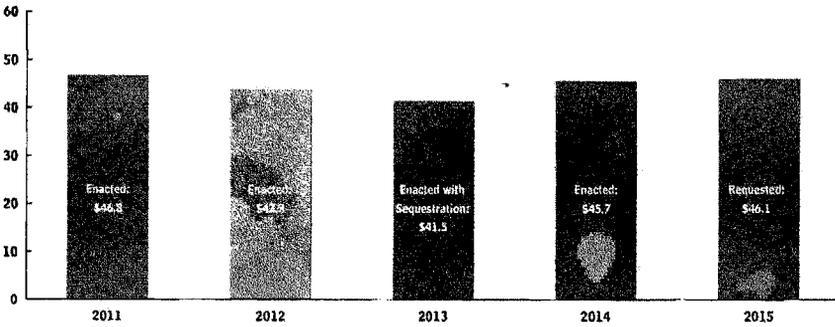
- \$10.6 million for benefits of personnel—an increase of \$0.6 million (6 percent) relative to the amount appropriated in 2014, to fund an increase in the cost of federal benefits as well as the benefits for the added staff members.
- \$4.0 million for other purposes—a decrease of \$1.7 million (30 percent) from the amount appropriated in 2014. The funds would go toward purchases of information technology, data, training, and other items. A decrease for 2015 is made possible in part by the fact that the 2014 funding will allow CBO to catch up on deferred purchases and to make some purchases this year that will reduce future funding needs.

The requested amount of funding would allow CBO to provide the following estimates and other analyses to the Congress:

- Reports presenting the outlook for the budget and the economy, analyses of the President's budget, long-term budget projections, and options for reducing budget deficits;

Figure 2.
Funding for Fiscal Years 2011 Through 2015

(Millions of dollars)



- More than 500 formal cost estimates, most of which will include not only estimates of federal costs but also assessments of the cost of mandates imposed on state, local, and tribal governments or the private sector;
- Thousands of preliminary, informal cost estimates, the demand for which is very high as committees seek to have a clearer picture of the budgetary impact of proposals and variants of proposals before they formally consider legislation;
- About 130 scorekeeping tabulations, including account-level detail for individual appropriation acts at all stages of the legislative process and summary tables showing the status of discretionary appropriations (by appropriations subcommittee) and running totals on a year-to-date basis; and
- Roughly 85 analytical reports and other publications—generally required by law or prepared in response to requests from the Chairmen and Ranking Members of key committees—on a broad range of topics, including health care, policies for increasing economic growth and opportunity, changes in benefit programs, defense policy, infrastructure, energy policy, and the government's role in the financial system.

Those products would be the result of very hard work by CBO's highly dedicated staff. Nevertheless, the agency expects that this anticipated volume of estimates and other analyses will fall considerably short of the number

of Congressional requests. The demands on CBO remain intense: The enactment of major health care legislation in 2010 has been followed by a high level of Congressional interest in analysis of that legislation and numerous proposals for further changes in federal health care programs. In addition, the slow recovery from the economic downturn has spurred interest in the agency's economic forecasts and in policies that might boost economic growth and opportunity in both the near term and the longer term. Moreover, the surge in federal debt and the high level of projected deficits have led to ongoing Congressional efforts to enact fundamental changes in spending and tax policies, which have strained the agency's resources in many areas. CBO regularly consults with committees and Congressional leadership to ensure that its limited resources are focused on the work that is of highest priority to the Congress.

CBO's Role in Support of the Congress

CBO was established under the Congressional Budget Act of 1974 to provide information that would support the Congressional budget process and help the Congress make effective budget and economic policy. CBO provides estimates and other analyses in response to requests from the Committees on the Budget; the Committees on Appropriations; the House Committee on Ways and Means and the Senate Committee on Finance; other committees; and the leadership of the House and Senate.

Table 1.**Products by the Congressional Budget Office, Calendar Years 2013 to 2015**

Type of Product	2013, Actual	2014, Estimate	2015, Estimate
Formal Cost Estimates and Mandate Statements ^a	509	525	525
Scorekeeping Tabulations	120	130	130
Budget and Economic Projections and Related Analyses ^a	16	18	18
Analytic Reports ^b	66	70	75
Working Papers	8	8	10

a. In addition to those formal estimates, CBO produces thousands of informal estimates at various points in the legislative process each year to assist committees in the development of legislation.

b. Besides traditional reports, analytic reports include testimonies, letters, and graphics.

The agency is committed to providing information that is:

- Objective—representing not the personal opinions of CBO staff but the consensus and diversity of views of experts from around the country;
 - Insightful—applying the best new evidence and innovative ideas as well as the lessons of experience;
 - Timely—responding as quickly as possible to the needs of the Congress; and
 - Clearly presented and explained—so that policymakers and analysts understand the basis for the agency's findings and have the opportunity to question the assumptions used.
- In keeping with CBO's mandate to provide analysis that is objective and impartial, the agency makes no policy recommendations. Instead, the agency strives to present fully and fairly the likely consequences of alternative proposals being considered by the Congress so that the Congress can make informed policy choices.

To fulfill its mission to serve the Congress, CBO does the following:

- Prepares reports on the outlook for the economy;
- Analyzes trends and recent developments related to federal spending and revenues, and constructs budget projections for the next 10 years and the longer term;
- Estimates the effects of the President's budgetary proposals and numerous alternative policy choices on the budget and the economy;

- Estimates the cost of legislative proposals—which involves providing formal cost estimates for all bills reported by committees of the House and Senate, many more informal cost estimates while legislation is being developed, estimates of the cost of all appropriation bills, and estimates of the cost of numerous amendments as legislation is considered by the House and Senate;
- Estimates the cost of intergovernmental and private-sector mandates in reported bills;
- Conducts policy studies of governmental activities that have significant budgetary and economic impacts—which involves analyzing Social Security, Medicare, Medicaid, other benefit programs, national security, energy policy, environmental issues, tax policy, labor markets, education policy, housing policy, government credit programs, infrastructure, immigration policy, and many other topics; and
- Provides testimonies on a broad range of budget and economic issues.

CBO's Accomplishments in 2013

In 2013, CBO produced hundreds of formal cost estimates and mandate statements as well as thousands of informal estimates, ongoing "scorekeeping" estimates for appropriation acts, and multiple budget projections and economic forecasts. In addition, the agency released roughly 75 analytic reports and working papers (see Table 1). CBO also continued its efforts to make the agency an appealing place to work, to develop the skills of its staff, and to provide the tools necessary to maximize its staff's productivity.

Formal Cost Estimates and Mandate Statements

CBO completed 509 formal cost estimates in 2013. Those estimates generally included explanations of the components of the estimates and the estimating methodology used. The vast majority of the estimates also included mandate statements. Such statements assess whether legislation contains intergovernmental or private-sector mandates as defined in the Unfunded Mandates Reform Act and, if so, assess the magnitude of the mandates' effects on the private sector and on state, local, and tribal governments.

That count of formal estimates greatly understates CBO's total cost-estimating workload because most of the agency's estimates are provided on a preliminary, informal basis, when legislative proposals are still at the early stages of development by committees or by the leadership of the House or Senate. CBO provided thousands of informal cost estimates in 2013.

In addition, CBO provided numerous estimates pursuant to the Statutory Pay-As-You-Go Act of 2010. Such estimates are requested by the House or Senate Committees on the Budget for inclusion in the *Congressional Record* prior to House or Senate passage of legislation.

Scorekeeping Tabulations

On an ongoing basis during 2013, CBO provided spending estimates with account-level detail for individual appropriation acts at all stages of the legislative process. The agency also provided periodic summary tables showing the status of discretionary appropriations (by appropriations subcommittee) and running totals on a year-to-date basis.

Budget and Economic Projections and Related Analyses

CBO provided one 10-year economic projection in 2013 (in February) and two 10-year budget projections (in February and May). Those projections were presented in *The Budget and Economic Outlook: Fiscal Years 2013 to 2023* (February) and *Updated Budget Projections: Fiscal Years 2013 to 2023* (May). CBO also released an extensive amount of additional data related to those projections.

CBO produced an analysis of the budgetary and economic impact of the President's budgetary proposals in *An Analysis of the President's 2014 Budget* (May).

In addition, the agency provided a comprehensive analysis of the federal budget over a 25-year horizon in *The 2013 Long-Term Budget Outlook* (September). That report also included substantial analysis of the economic outcomes under different budgetary paths and of the uncertainty surrounding long-term budget projections, as well as supplemental projections extending to 75 years.

Continuing its practice of biennially producing a compendium of possibilities for cutting federal spending or increasing federal tax revenues, CBO published *Options for Reducing the Deficit: 2014 to 2023* (November).

At the beginning of every month but one in 2013, CBO published its *Monthly Budget Review*. That report provides a timely analysis of the previous month's outlays and revenues and a review of budgetary developments for the fiscal year to date.

Analytic Reports

In addition to the budget and economic projections and related reports (discussed above), CBO published 66 analyses of budget and economic issues in 2013. Some of those analyses took the form of formal reports; others were conveyed through testimonies before Congressional committees, letters to Members of Congress, and an infographic (a visual presentation of estimates and analysis). Those analyses, arranged by topic, are listed below.

In conjunction with some of its analytic reports, CBO posted supplemental data, and it posted certain data of interest as stand-alone publications. In addition, the agency produced a number of "snapshots" (graphics depicting aspects of various analyses), and it posted a number of presentations, most drawn from published analyses.

ANALYSES OF BROAD BUDGETARY ISSUES

Choices for Deficit Reduction: An Update (December)

Federal Investments (December)

The 2013 Long-Term Projections for Social Security: Additional Information (December)

Federal Debt and the Statutory Limit, November 2013

The 2013 Long-Term Budget Outlook (Testimony before the House Committee on the Budget, September)

Federal Debt and the Statutory Limit, September 2013

The Budget Authority That Would Be Provided by the Continuing Resolution for Fiscal Year 2014 and How That Authority Would Compare With the Statutory Caps in Place for Next Year (September)

Sequestration Update Report: August 2013

Letter to the Honorable Jeff Sessions Regarding S. 744 (July)

Federal Debt and the Statutory Limit, June 2013

CBO's Projections of Federal Receipts and Expenditures in the National Income and Product Accounts (May)

Using the Chained CPI to Index Social Security, Other Federal Programs, and the Tax Code for Inflation (Testimony before Subcommittee on Social Security, House Committee on Ways and Means, April)

A Review of CBO's Activities in 2012 Under the Unfunded Mandates Reform Act (March)

Final Sequestration Report for Fiscal Year 2013 (March)

Additional Information on How CBO Allocated the Automatic Spending Reductions Under the Budget Control Act of 2011 in Its Most Recent Baseline Projections (March)

Federal Grants to State and Local Governments (March)

The Budget and Economic Outlook: Fiscal Years 2013 to 2023 (Testimony before the Senate Committee on Finance, February)

The Budget and Economic Outlook: Fiscal Years 2013 to 2023 (Testimony before the House Committee on the Budget, February)

The Budget and Economic Outlook: Fiscal Years 2013 to 2023 (Testimony before the Senate Committee on the Budget, February)

Unauthorized Appropriations and Expiring Authorizations (Three versions, January)

Private-Sector Mandates in Federal Legislation (January)

ANALYSES OF HEALTH CARE ISSUES

Health-Related Options for Reducing the Deficit: 2014 to 2023 (December)

Raising the Age of Eligibility for Medicare to 67: An Updated Estimate of the Budgetary Effects (October)

A Premium Support System for Medicare: Analysis of Illustrative Options (September)

Analysis of the Administration's Announced Delay of Certain Requirements Under the Affordable Care Act (July)

The Budgetary Treatment of Medical Facility Leases by the Department of Veterans Affairs (Testimony before the House Committee on Veterans' Affairs, June)

Rising Demand for Long-Term Services and Supports for Elderly People (June)

Dual-Eligible Beneficiaries of Medicare and Medicaid: Characteristics, Health Care Spending, and Evolving Policies (June)

Federal Spending and Average Annual Growth Rates for the Federal Government's Major Mandatory Spending Programs That Are Primarily Means-Tested (June)

ANALYSES OF ISSUES RELATED TO INCOME SECURITY AND EDUCATION

Means-Tested Programs and Tax Credits for Low-Income Households (Testimony before the Subcommittee on Human Resources, House Committee on Ways and Means, June)

The Social Security Disability Insurance Program (Testimony before the Subcommittee on Social Security, House Committee on Ways and Means, March)

Federal Means-Tested Programs and Tax Credits
(Infographic, February)

Growth in Means-Tested Programs and Tax Credits for Low-Income Households (February)

ANALYSES OF MACROECONOMIC ISSUES

How Extending Certain Unemployment Benefits Would Affect Output and Employment in 2014 (December)

Economic Effects in 2014 of Eliminating the Automatic Spending Reductions Specified in the Budget Control Act (September)

How CBO Forecasts Income (July)

How Eliminating the Automatic Spending Reductions Specified by the Budget Control Act Would Affect the U.S. Economy in 2014 (July)

The Economic Impact of S. 744, the Border Security, Economic Opportunity, and Immigration Modernization Act (June)

How CBO Would Analyze the Economic Effects of Proposals to Make Major Changes in Immigration Policy (May)

The Effects of Automatic Stabilizers on the Federal Budget as of 2013 (March)

Estimated Impact of the American Recovery and Reinvestment Act on Employment and Economic Output From October 2012 Through December 2012 (February)

Macroeconomic Effects of Alternative Budgetary Paths (February)

CBO's Economic Forecasting Record: 2013 Update (January)

ANALYSES OF FINANCIAL MARKETS AND CREDIT PROGRAMS

The Pell Grants Program: Recent Growth and Policy Options (September)

Options to Change Interest Rates and Other Terms on Student Loans (June)

Report on the Troubled Asset Relief Program—May 2013

Modifying Mortgages Involving Fannie Mae and Freddie Mac: Options for Principal Forgiveness (May)

ANALYSES OF TAX ISSUES

The Distribution of Household Income and Federal Taxes, 2010 (December)

Information Regarding the Depreciation of Assets (November)

The Distribution of Federal Spending and Taxes in 2006 (November)

The Distribution of Major Tax Expenditures in the Individual Income Tax System (May)

Effects of a Carbon Tax on the Economy and the Environment (May)

Letter to the Honorable Dave Camp Regarding CBO's Report Titled Options for Taxing U.S. Multinational Corporations (February)

Refundable Tax Credits (January)

Options for Taxing U.S. Multinational Corporations (January)

ANALYSES OF NATIONAL SECURITY ISSUES

Projected Costs of U.S. Nuclear Forces, 2014 to 2023 (December)

Long-Term Implications of the 2014 Future Years Defense Program (November)

An Analysis of the Navy's Fiscal Year 2014 Shipbuilding Plan (Testimony before the Subcommittee on Seapower and Projection Forces, House Committee on Armed Services, October)

An Analysis of the Navy's Fiscal Year 2014 Shipbuilding Plan (October)

The Army's Ground Combat Vehicle Program and Alternatives (April)

Approaches for Scaling Back the Defense Department's Budget Plans (March)

ANALYSES OF ENERGY AND ENVIRONMENTAL ISSUES

Border Adjustments for Economywide Policies That Impose a Price on Greenhouse Gas Emissions (December)

Federal Financial Support for Fuels and Energy Technologies (Testimony before the Subcommittee on Energy, House Committee on Science, Space, and Technology, March)

OTHER ANALYSES

The Status of the Highway Trust Fund (Testimony before the Subcommittee on Highways and Transit, House Committee on Transportation and Infrastructure, July)

A Description of the Immigrant Population—2013 Update (May)

Working Papers

To enhance the transparency of CBO's work and to encourage external review of that work, the agency's working papers provide technical descriptions of official CBO analyses or present independent research by CBO analysts. In 2013, CBO posted eight working papers:

International Trade and Carbon Leakage (December)

Fiscal Policy Effects in a Heterogeneous-Agent Overlapping-Generations Economy With an Aging Population (December)

Why Has Growth in Spending for Fee-for-Service Medicare Slowed? (August)

Optimal Annuitization With Stochastic Mortality Probabilities (June)

Modeling Individual Earnings in CBO's Long-Term Microsimulation Model (June)

Implications of the Department of Defense Readiness Reporting System (May)

Options for Principal Forgiveness in Mortgages Involving Fannie Mae and Freddie Mac (May)

Total Factor Productivity Growth in Historical Perspective (March)

Improvements in Internal Management

In 2013, CBO continued its efforts to enhance staff development and internal communication. To ensure that staff members stay current on topics of importance to CBO's work for the Congress, the agency hosted presentations by a broad range of outside researchers and other experts, and staff members participated in numerous seminars to share information on their analyses, data, and estimating techniques. The Director and Deputy Director held periodic town hall meetings for the agency.

CBO implemented numerous improvements to its IT infrastructure last year. Among other advances, the agency:

- Installed a second physically isolated network for analyses of health care data in a secure manner;
- Replaced and expanded network storage, as the demand for storage has seen exceptional growth with the additions of new and larger data sets;
- Replaced some aging backup systems, adding the capability to centrally manage backups of local data;
- Upgraded its "virtual" server environment;
- Added a comprehensive systems management appliance, which allows for inventory management of both hardware and software, management of the requests made to the agency's help desk, and the troubleshooting of computer problems remotely. The new system is a great boon in fixing problems quickly and effectively;
- Continued to improve IT security by adding further protections, including better scans of workstations to detect malware;
- Improved support for work done remotely and telecommuting by revamping the technologies used to access email;
- Implemented a system for managing mobile devices to provide for additional security and support for personally owned devices, mainly smart phones;
- Replaced a significant number of aging PCs; and
- Passed an extensive security audit by the Internal Revenue Service, which examined the agency's handling of federal tax data.

CBO continued to encourage small businesses to participate in its procurements by making a point of including them in its requests for price quotes and in its market research and, before making an award, by having each prospective contractor identify the type of business it is and its size. As a result of those efforts, CBO awarded 233 contracts and purchase orders to small businesses in fiscal year 2013. Of those contracts and purchase orders, 4 went to minority-owned businesses, 44 to women-owned businesses, and 2 to businesses owned by minority women.

CBO's Goals for 2014 and 2015

In carrying out its mission of serving the Congress during 2014 and 2015, CBO will focus on meeting three goals:

- Continue to provide the Congress with budget and economic information that is objective, insightful, and timely.
- Continue to present and explain the methodology and results of CBO's analyses clearly.
- Continue to improve CBO's internal management.

Continue to Provide the Congress with Budget and Economic Information That Is Objective, Insightful, and Timely

In 2014 and 2015, CBO will continue to provide estimates and other analyses to assist the Congress in making budget and economic policy. As it has throughout its history, the agency will ensure that its work is objective, insightful, and timely; moreover, the agency will make no policy recommendations but will strive to present fully and fairly the likely consequences of alternative policy proposals.

Many of CBO's products are specified by statute—for instance, the preparation of the annual report on the outlook for the budget and the economy, and cost estimates for bills reported by committees. The rest of CBO's analyses address issues being considered by the Congress, provide background information on budgetary and economic conditions that are relevant for the consideration of legislation, or improve the tools that CBO uses in making projections and estimates. Accordingly, the specific projects that CBO undertakes this year and next will depend on budgetary and economic developments and on requests from

Congressional committees and the leadership. CBO regularly consults with Members and staff about what topics and types of analyses would be most valuable to the Congress, and the agency responds as rapidly as possible to shifts in Congressional interest.

The analyses requested by the Congress often involve new and complex issues, and the context for recurring issues is also constantly changing. CBO expends substantial resources to understand those issues and estimate the impact of policy proposals. Many of CBO's analyses involve assembling evidence from numerous sources, synthesizing the implications from that evidence, and building models to quantify effects of specific proposals and their variations. To be ready to provide timely responses to requests, the agency makes ongoing investments in that process.

CBO's products in 2014 and 2015 will fall into the same broad categories as in 2013:

FORMAL COST ESTIMATES AND MANDATE STATEMENTS

CBO will provide estimates of the cost of legislative proposals, including estimates of the effects of intergovernmental and private-sector mandates. The agency will fulfill the statutory requirement to provide estimates for bills reported by committees and will also prepare estimates at other stages of the legislative process—primarily informal estimates to aid in the development of legislative proposals.

SCOREKEEPING TABULATIONS

CBO will estimate the budgetary impact of appropriation bills and provide regular status reports on discretionary appropriations and on the direct spending and revenue effects of legislation.

BUDGET AND ECONOMIC PROJECTIONS AND RELATED ANALYSES

CBO will report on the outlook for the economy and construct budget projections based on current law to serve as neutral benchmarks for gauging the effects of spending and revenue proposals. The agency will estimate the effects of the President's budgetary proposals on the budget and the economy, including the implications of those economic effects for the budget. CBO also plans to release, in 2015, a new volume of policy options for reducing budget deficits, including estimates and brief descriptions of the advantages and disadvantages of each option.

CBO will also report on the long-term budget outlook, examining the pressures facing Medicare, Medicaid, Social Security, and other parts of the federal budget over the coming decades as a result of the aging of the population, expansions of federal programs, and continued growth in the cost of health care per person. The agency will continue to enhance its analysis of the economic implications of long-term budgetary imbalances and of alternative ways of addressing those imbalances.

ANALYTIC REPORTS

CBO will provide in-depth analyses of budget and economic issues, responding to the interests and concerns of Congressional committees and the leadership. Those analyses (generally in the form of reports but sometimes in the form of testimonies and graphics) will span broad budget issues and an array of other topics, including health care, income security and education, macroeconomic conditions and problems, financial markets and credit programs, taxes, national security, and energy and the environment.

WORKING PAPERS

CBO will publish working papers on a variety of topics in order to enhance the transparency of its analysis and to encourage external review of that analysis.

Continue to Present and Explain the Methodology and Results of CBO's Analyses Clearly

CBO considers the transparency of its analyses to be a basic value of the agency. Although much of the work that CBO undertakes is extremely technical in nature, the agency devotes considerable time and energy to explaining its findings and the basis for those findings as clearly and nontechnically as possible. CBO's objective is to help Members of Congress, their staff, and outside analysts understand what the agency is doing and provide an opportunity to question the methodology and assumptions being used.

CBO will continue to follow various practices to be as transparent as possible:

- When the agency completes a budget or economic projection, a cost estimate for a public piece of legislation, or another type of analysis, it will make that analysis available immediately to all Members of Congress, their staff, and the public.

- Formal cost estimates will generally include sections describing the basis for the estimate—that is, the information that CBO collected and how that information was used in constructing the estimates.
- The agency will document and explain the revisions to its budget projections in each successive baseline, and it will report regularly on the accuracy of its economic forecasts.
- Some of CBO's reports and working papers will be devoted to providing background information on the agency's methods.
- CBO's analysts will regularly explain details underlying the agency's estimates and other analyses to interested Hill staff.

CBO will also continue to solicit external professional review of its work so that the agency's analyses reflect the consensus and diversity of views of experts from around the country:

- CBO's reports will be reviewed by outside experts before publication. Those reviewers will include professors, analysts at think tanks, private-sector experts, and employees at other government agencies. CBO will select reviewers that it expects to have diverse views about the topics being analyzed.
- The agency's cost estimates will often draw on consultation with outside experts as well.
- CBO's analysts will present their work in working papers and at professional conferences.
- The agency's Panel of Economic Advisers will meet twice a year to provide input on the agency's latest economic forecast and other issues, and the agency's Panel of Health Advisers will meet once a year to evaluate the agency's analyses of health care issues and examine new research in health care and health care financing. CBO will also regularly consult with those distinguished experts and other experts for guidance on the agency's work on a broad range of topics.

Continue to Improve CBO's Internal Management

In addition to focusing directly on serving the Congress, CBO devotes resources to attracting and retaining talented people, developing their skills, and providing the support services and other infrastructure needed to make

them as productive as possible. CBO will continue to pursue the same broad management goals that it has pursued in recent years, although the emphasis will change to reflect past progress and emerging needs.

RETAINING AND DEVELOPING CBO STAFF

CBO continues to face considerable competitive pressure in attracting and retaining the highly educated and skilled employees that it needs. More than two-thirds of CBO's staff consists of economists and budget analysts. Talented people with both sorts of backgrounds are highly sought by other government agencies, private analytic organizations, and private companies. Some of CBO's economists and budget analysts could earn significantly higher compensation working in the executive branch, and many could do so working in the private sector. Moreover, the gap between the compensation that CBO can provide and the compensation that people with such backgrounds can receive elsewhere is increasing. For example, in the past 16 years, the average inflation-adjusted annual salary paid to professors of economics has risen by about 45 percent, while the highest inflation-adjusted annual salary paid at CBO has fallen slightly. In addition, most of CBO's staff who are not economists and budget analysts work in other fields with competitive private labor markets; that group includes IT professionals, lawyers, and others.

To attract and retain talented employees, CBO relies heavily on the nonmonetary rewards of working at the agency. Fortunately, the intellectual challenges of the analyses and other tasks, the open and collaborative culture that the agency has maintained since its founding, and the satisfaction of public service have enabled CBO to build a dedicated and skilled workforce. According to recent surveys of employees at federal agencies, CBO is one of the best places to work in the federal government.

Although budget constraints of recent years forced a significant reduction in the training of CBO staff, the agency continued to look for opportunities to enhance the skills and knowledge of its people. With the increase in the agency's funding for 2014, the agency is resuming its emphasis on training. Doing so is critical to CBO's ability to serve the Congress effectively. Still with prudence, CBO will fund participation in conferences of researchers, practitioners, and government employees, as well as training in specific analytic and other skills. The agency will continue efforts to develop skills using internal resources and those of sister agencies to the

extent possible. In addition, given the importance of working efficiently and of clearly communicating the results of CBO's analyses, the agency will continue training on, respectively, information technology and writing.

MAINTAINING AND IMPROVING FINANCIAL MANAGEMENT AND TECHNOLOGICAL INFRASTRUCTURE

CBO will continue to maintain and enhance its financial management and acquisition systems in order to provide accurate and timely information. The agency has received clean opinions in all of its previous audits, and its objective is to continue to do so. CBO works closely with its auditing firm on an ongoing basis to develop ways to improve the agency's financial operations.

CBO continually works to improve its technological infrastructure. The agency is currently planning to upgrade or is in the process of upgrading several key technologies. CBO will:

- Continue to improve remote access capabilities;
- Begin a shift toward a more centralized computing environment (making use of fewer physical PCs and more "virtual" PCs) and provide greater access to high-powered computers to support econometric modeling;
- Improve the capabilities of its intranet by migrating to the latest SharePoint platform and redesigning the intranet interface; and
- Continue to replace aging PCs with a mix of virtual and individual computers.

Key Staffing Changes in 2013

Jessica Banthin was promoted to the position of Deputy Assistant Director in the Health, Retirement, and Long-Term Analysis Division. Dr. Banthin came to CBO in June 2011 to serve as a senior advisor on health care analyses. During her time at CBO, she has written and managed several reports and analyses related to the Affordable Care Act. She directs the development and application of the agency's Health Insurance Simulation model as well as other models used to support estimates of how changes in policy would affect health insurance coverage and the federal budget.

Before joining CBO, Dr. Banthin worked for many years at the Agency for Healthcare Research and Quality (AHRQ), where she directed the Division of Modeling and Simulation. At AHRQ, she helped design and analyze the Medical Expenditure Panel Survey, which yields nationally representative data on health care expenditures, premiums, and more. Her research has spanned a range of health care issues, including trends in out-of-pocket spending, employment-based coverage, eligibility for and enrollment in Medicaid and the Children's Health Insurance Program, and the impact of policy reforms on health care costs, access to care, and families' out-of-pocket expenses. Dr. Banthin received her Ph.D. in economics from the University of Maryland and her A.B. from Harvard University.

Philip Ellis was promoted to the position of senior advisor in the Health, Retirement, and Long-Term Analysis Division, succeeding Jessica Banthin in that position. Starting in 2002, Dr. Ellis held a variety of positions at CBO—senior analyst, Unit Chief for health policy analysis, and Deputy Assistant Director for Health. (Prior to coming to CBO, he held positions in the Department of Health and Human Services and the Department of the Treasury.) After recently serving as Senior Vice President in the Center for Health Reform and Modernization at UnitedHealth Group, he returned to CBO in 2013, bringing enhanced knowledge of the health insurance industry and the behavior of health care providers. In his new role at CBO, Dr. Ellis is leading our work on issues relating to the supply of health care services.

Previously at CBO, Dr. Ellis played a key leadership role in the agency's analysis of health reform proposals, and was a major contributor to the CBO report *Key Issues in Analyzing Major Health Insurance Proposals*. He drafted reports and conducted analyses on a broad range of other health policy topics, including the Medicare prescription drug benefit, Medicare and Medicaid reform proposals, the comparative effectiveness of medical treatments, the effectiveness of disease management programs, and the impact of consumer-directed health plans. Dr. Ellis has a Ph.D. in economics from the Massachusetts Institute of Technology and a master's degree in public policy from Harvard University.

Joseph E. Evans, Jr., became CBO's Chief Administrative Officer in June 2013, having advanced from his position as the agency's Chief Financial Officer, which he had held since 2004. As the head of CBO's division providing all support services for the agency, Mr. Evans has broad responsibilities—for human resources, financial systems, information and technology resources, library services, and facilities, as well as for the editing and production of CBO's publications. During his time as Chief Financial Officer, he handled all aspects of planning and implementing the agency's budgetary and financial activities.

Before he came to CBO, Mr. Evans held increasingly responsible positions at the Defense Intelligence Agency (DIA). As the Deputy Chief Financial Executive/Comptroller, he provided fiscal oversight and management of the agency's multibillion-dollar budget and worked in various ways to improve the agency's management of resources. Before that, in a number of different roles over the course of about 15 years, he presided over the planning of and systems for the agency's budget and finances, providing advice and analyses to align resources with needs and priorities. A certified government financial manager, he holds two bachelor's degrees from the University of Maryland, in business management and accounting, and a master's degree from the same institution, in management, with a specialization in procurement contracts.

Mark A. Smith became CBO's Chief Financial Officer in September 2013. He oversees all of the agency's budgetary and financial activities. As the leader of the agency's Office of Financial Management, he plays a wide-ranging role shepherding CBO's financial, material, and human resources and providing analytical expertise in short- and long-range planning.

Before he came to CBO, Mr. Smith served as a senior financial adviser for DIA in that agency's Office of the Chief Financial Officer. He directed and controlled the daily management, reporting, and analyzing of the agency's personnel dollars, which represented more than 10,000 full-time-equivalent positions. In a previous position within DIA, he served as a senior financial resource manager; in that capacity, he participated in all aspects of the formulation, execution, and fiscal oversight of a budget covering almost all of DIA's appropriated funding. He earned a bachelor of science degree in finance from George Mason University.

David Weiner was promoted in August 2013 to become Assistant Director for Tax Analysis. He has over 25 years' experience with revenue forecasting, modeling, and analysis of tax policy issues. He began his career at CBO in 1991 as an analyst of individual income taxes, becoming a unit chief in the Tax Analysis Division in 2002, overseeing work on the agency's tax models. He became Deputy Assistant Director of the division in 2009. Before coming to CBO, he worked as a financial economist at the Treasury Department's Office of Tax Policy and as an evaluator at the Government Accountability Office.

Mr. Weiner has worked on a wide variety of tax policy issues. At the Treasury Department, he was the agency's principal estimator for individual income tax issues and was involved in the agency's work on the Tax Reform Act of 1986. At CBO, he was a principal developer of the agency's tax model that underlies CBO's individual income tax projections and many of its policy studies. In addition, he has written a number of CBO studies, including reports on marginal tax rates and the marriage penalty in the income tax. More recently, he has led the tax division's efforts to understand the impact of changes in tax policy on the economy and wrote a paper explaining how the agency models the labor supply response to tax policy changes. Mr. Weiner has an M.A. in public policy and a B.A. in economics and political science from the University of Michigan.

Organization Charts

Figures 3 through 11 show CBO's organizational structure.

Figure 3.

Organization Chart—Entire Agency

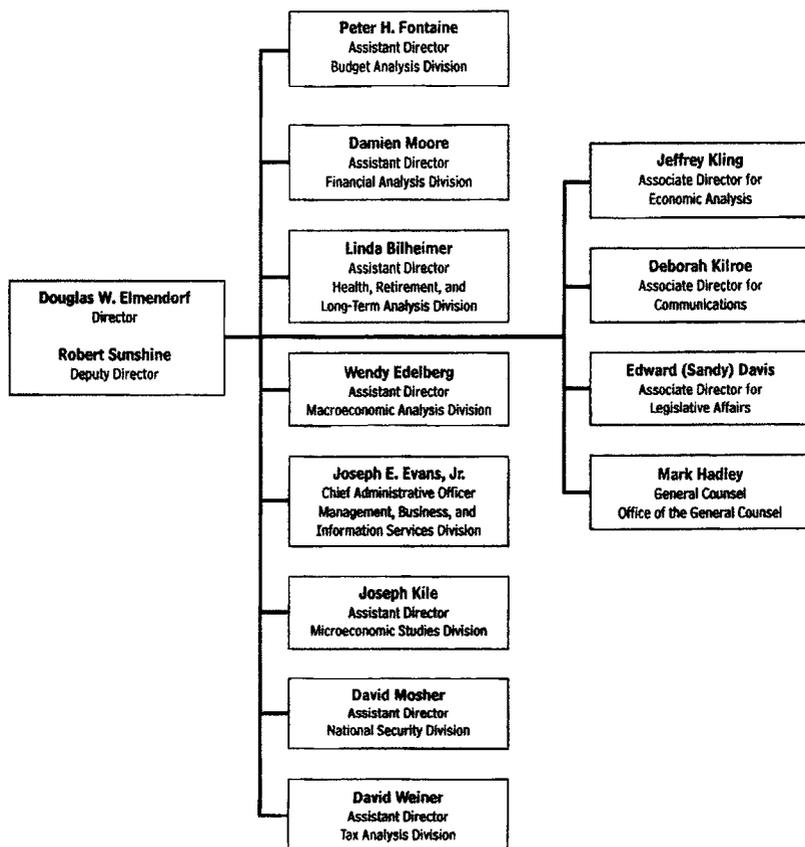


Figure 4.

Organization Chart—Budget Analysis Division

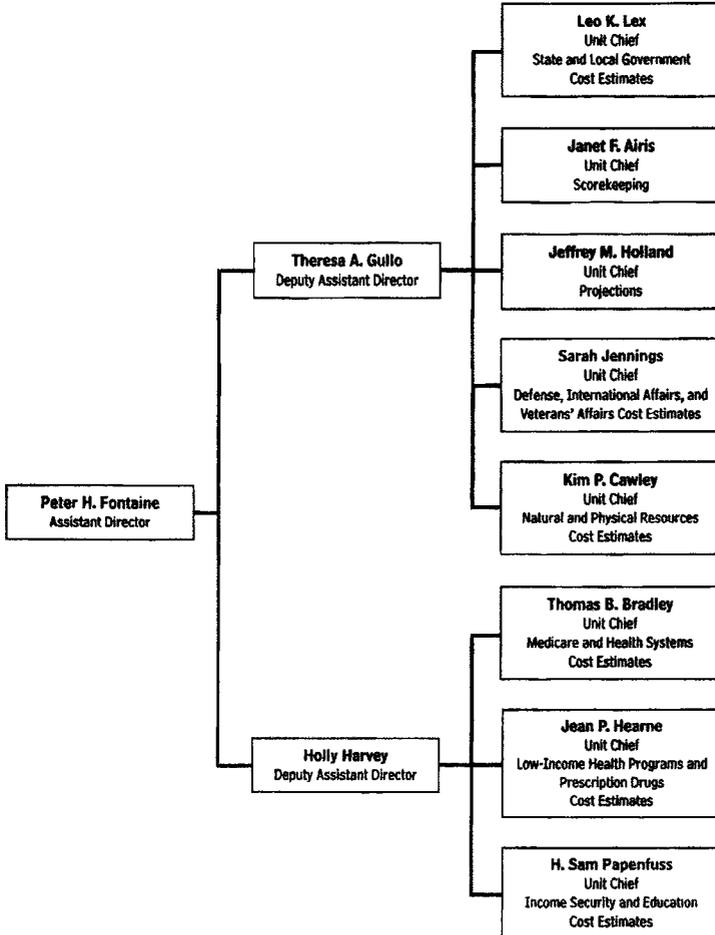


Figure 5.

Organization Chart—Financial Analysis Division

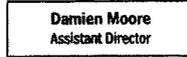


Figure 6.

Organization Chart—Health, Retirement, and Long-Term Analysis Division

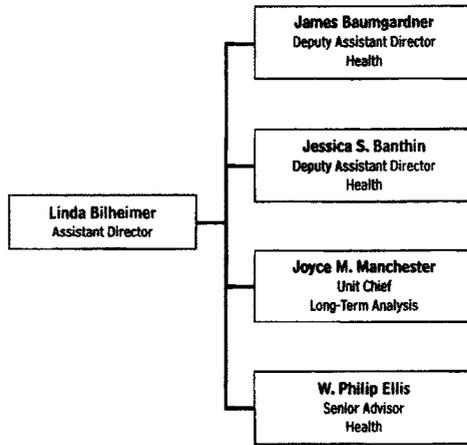


Figure 7.

Organization Chart—Macroeconomic Analysis Division

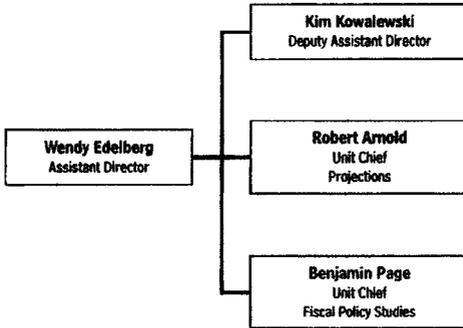


Figure 8.

Organization Chart—Management, Business, and Information Services Division

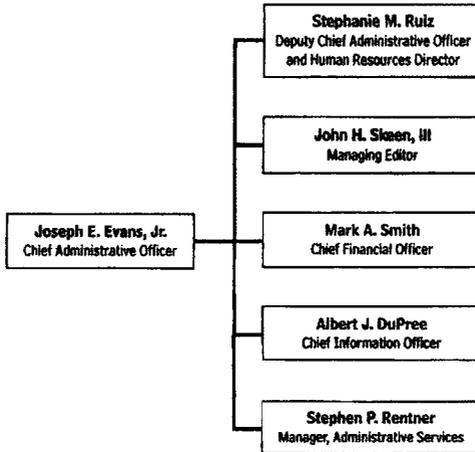
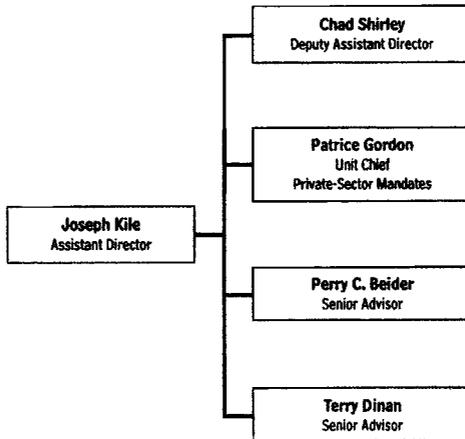
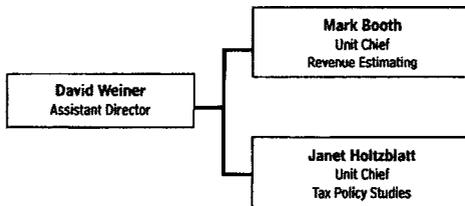


Figure 9.**Organization Chart—Microeconomic Studies Division****Figure 10.****Organization Chart—National Security Division****Figure 11.****Organization Chart—Tax Analysis Division**

Detailed Tables

Tables 2 through 8 provide a detailed breakdown of CBO's past budgets and requested appropriations for fiscal year 2015.

Table 2.

Salaries and Expenses Appropriation Summary, by Organizational Unit

(Thousands of dollars)

Organizational Unit	Fiscal Year 2013, Actual		Fiscal Year 2014, Enacted		Fiscal Year 2015, Request		Change from FY 2014 to FY 2015 Funding		
	FTEs	Funding	FTEs	Funding	FTEs	Funding	FTEs	Amount	Percentage
Office of the Director	14	2,505	15	2,783	16	2,987	1	204	7.3
Budget Analysis	78	12,978	78	13,947	78	14,071	0	124	0.9
Macroeconomic Analysis	15	2,964	18	3,254	19	3,565	1	311	9.6
Financial Analysis	7	1,322	7	1,445	7	1,468	0	24	1.6
Tax Analysis	17	3,023	15	2,683	17	3,065	2	382	14.2
Health, Retirement, and Long-Term Analysis	26	4,717	24	4,410	29	5,303	5	893	20.3
Microeconomic Studies	21	3,843	21	3,752	21	3,785	0	33	0.9
National Security	15	2,877	13	2,330	14	2,529	1	199	8.5
Management, Business, and Information Services	32	7,240	34	11,097	34	9,305	0	(1,791)	-16.1
Total	225	41,469	225	45,700	235	46,078	10	378	0.8

Note: FY = fiscal year; FTE = full-time-equivalent position.

Table 3.**Summary by Object Class**

(Thousands of dollars)

Object Class	CBO Activities	Fiscal Year 2013, Fiscal Year 2014, Fiscal Year 2015,			Fiscal Years 2014 and 2015	
		Actual Obligations	Enacted	Request	Change	Percentage Change
11.1	Full-Time Permanent Positions	28,687	28,699	30,153	1,454	5.1
11.3	Other Than Full-Time Permanent	514	645	677	32	5.0
11.5	Other Personnel Compensation (Performance Awards)	0	600	600	0	0.0
11.5	Other Personnel Compensation (Overtime)	6	12	12	0	0.0
12.1	Personnel Benefits	9,711	10,018	10,634	616	6.1
	Total, Pay	38,918	39,974	42,076	2,102	5.3
21.0	Travel and Transportation of Persons	112	157	184	27	17.2
23.3	Communications, Utilities, and Miscellaneous Charges	157	263	263	0	0.0
24.0	Printing and Reproduction	11	43	44	1	2.3
25.0	Other Services	1,381	2,612	1,703	-909	-34.8
26.0	Supplies and Materials	370	371	378	7	1.9
31.0	Equipment	520	2,280	1,430	-850	-37.3
	Total, Nonpay	2,551	5,726	4,002	-1,724	-30.1
	Total	41,469	45,700	46,078	378	0.8

Table 4.**Salaries and Expenses Appropriation: Analysis of Change**

(Thousands of dollars)

	FTEs	Requested Amount (Thousands of dollars)
Fiscal Year 2014 Funding	225	45,700
Mandatory Pay and Related Costs		
Annualization of prior fiscal year personnel actions (Pay only)		449
Restoration of pay for FTEs reduced in prior fiscal years (Pay only)	10	1,325
Fiscal year 2015 across-the-board pay adjustment (Pay only)		83
Fiscal year 2015 performance increases (Pay only)		217
Change in leave buyout costs (Pay only)		121
Savings from delay in backfilling vacated positions (Pay only)		-709
Personnel benefit changes under current law		461
Restoration of benefits for FTEs reduced in prior fiscal years		442
Savings from delay in backfilling vacated positions (Benefits)		-236
Savings associated with new employees under the Federal Employees Retirement System		-50
Total, Mandatory Pay and Related Costs		2,102
Price-Level Changes		
Price increases		23
Total, Price-Level Changes		23
Program Changes		
Change in commercial data requirements to support analyses		75
Funds increase in travel		27
Funds increase in supplies and materials		7
Funds increase in print and reproduction		1
Decrease in other services		-1,007
Decrease in equipment		-850
Total, Program Changes		-1,747
Net Increase or Decrease	10	378
Fiscal Year 2015 Request	235	46,078

Note: FTE = full-time-equivalent position.

Table 5.**Staffing Summary**

(Thousands of dollars)

Organizational Unit	Fiscal Year 2013		Fiscal Year 2014, Enacted FTEs	Fiscal Year 2015, Request for FTEs	Fiscal Years 2014 and 2015, Change in FTEs
	Actual Number of Employees	Actual FTEs			
Office of the Director	15	14	15	16	1
Budget Analysis	78	78	78	78	0
Macroeconomic Analysis	17	15	18	19	1
Financial Analysis	7	7	7	7	0
Tax Analysis	15	17	15	17	2
Health, Retirement, and Long-Term Analysis	23	26	24	29	5
Microeconomic Studies	23	21	21	21	0
National Security	15	15	13	14	1
Management, Business, and Information Services	32	32	34	34	0
Total	225	225	225	235	10

Note: FTE = full-time-equivalent position.

Table 6.**Fiscal Year 2015 Supplemental Data on Mandatory Pay Increases**

(Thousands of dollars)

Category	Amount	Explanation of Calculation
Annualization of Prior Fiscal Year Personnel Actions (Pay only)	449	CBO annualized fiscal year 2014 actions to include promotions and performance-based increases for staff.
Restoration of Pay for FTEs Reduced in Prior Fiscal Years (Pay only)	1,325	CBO restored pay for FTEs reduced in prior fiscal years.
Fiscal Year 2015 Across-the-Board Pay Adjustment (Pay only)	83	Funding for a projected 1.8 percent across-the-board pay increase in January 2015 for staff whose salary is less than \$100,000 (if such an increase is authorized for executive branch agencies).
Fiscal Year 2015 Performance Increases (Pay only)	217	CBO uses a performance-based system to reward its employees. Such performance-based increases are based on employees' accomplishments in the previous year, as reflected in performance reviews and recommendations prepared by the assistant directors. The recommendation for each employee is reviewed and discussed by the Director and Deputy Director of the agency during an in-depth meeting with the employee's assistant director. Maintaining the ability to reward performance is essential in view of the competitive job markets for economists and budget analysts.
Change in Leave Buyout Costs (Pay only)	121	On the basis of fiscal year 2014 data, CBO budgeted for an increase in leave buyout costs for projected attrition. For leave buyout costs above that amount, CBO would delay filling vacated positions to cover any additional costs.
Savings From Delay in Backfilling Vacated Positions (Pay only)	-709	On the basis of historical data, CBO budgeted for pay savings to be realized because of the normal delay in backfilling vacated positions.
Personnel Benefit Changes Under Current Law	461	This line item represents the estimated cost of the change in benefits associated with the salary increases listed above, benefit program price increases, and the growing rate of employees' participation in the Federal Employees Retirement System.
Restoration of Benefits for FTEs Reduced in Prior Fiscal Years	442	CBO restored benefits for FTEs reduced in prior fiscal years.
Savings From Delay in Backfilling Vacated Positions (Benefits)	-236	On the basis of historical data, CBO budgeted for benefit savings to be realized because of the normal delay in backfilling vacated positions.
Savings Associated With New Employees Under the Federal Employees Retirement System	-50	As a result of changes in law, \$50,000 in savings will be achieved when hiring new employees, by CBO's estimate.
Total, Mandatory Pay Increases	2,102	

Note: FTE = full-time-equivalent position.

Table 7.
Fiscal Year 2015 Supplemental Data on Price-Level Increases

(Thousands of dollars)	
Category	Amount
General Inflationary Increase	23
Total, Price-Level Increase	23

Note: The general inflationary increase is calculated using a rate of 1.9 percent of the nonpay base for selected line items.

Table 8.
Salaries and Expenses Obligations: 10-Year Historical Data

(Thousands of dollars, not adjusted for inflation, fiscal years)

Item	2006	2007	2008	2009	2010	2011	2012	2013	2014, Enacted	2015, Request
11.1 Full-Time Permanent Positions	22,390	23,244	25,149	26,864	28,564	29,724	29,488	28,687	28,699	30,153
11.3 Other Than Full-Time Permanent	1,199	1,185	876	901	991	838	543	514	645	677
11.5 Other Personnel Compensation	253	110	91	454	994	885	567	6	612	612
Total, Personnel Compensation	23,842	24,539	26,116	28,219	30,549	31,447	30,598	29,207	29,956	31,442
12.1 Personnel Benefits	7,546	7,764	8,348	8,921	9,633	10,048	9,939	9,711	10,018	10,634
13.0 Benefits for Former Personnel	0	0	0	0	0	8	0	0	0	0
21.0 Travel and Transportation of Persons	134	108	137	119	123	168	128	112	157	184
23.3 Communications, Utilities, and Miscellaneous	240	175	169	197	220	264	160	157	263	263
24.0 Printing and Reproduction	47	58	23	68	39	61	26	11	43	44
25.0 Other Services	1,870	1,647	1,527	3,873	3,300	2,616	1,439	1,381	2,612	1,703
26.0 Supplies and Materials	378	149	404	746	465	458	454	370	371	378
31.0 Equipment	913	721	477	2,103	2,355	1,597	985	520	2,280	1,430
Total, Obligations	34,970	35,161	37,201	44,246	46,684	46,667	43,729	41,469	45,700	46,078
Full-Time-Equivalent Positions	231	231	235	242	250	246	237	225	225	235

Detailed Object Classification Analysis

The details of CBO's requested appropriation for 2015 are explained below.

Basis for CBO's Budget Estimates—Personnel Costs

Projections of personnel costs are derived using CBO's internally developed software for tracking current payroll costs and projecting future payroll costs. Estimates are based on employee-level payroll data at the object classification level. In prior years, payroll budget projections derived from this database have proved to be more than 99 percent accurate for developing and tracking personnel costs.

OBJECT CLASSIFICATION 11—FULL-TIME AND PART-TIME EMPLOYEES

■ **\$30,580,800 for Base Pay**—funds an average of 235 FTEs for the fiscal year. The amount constitutes an overall increase of \$1,365,000. That increase is the net of these amounts:

- \$1,325,000 is for base pay for 10 additional FTEs.
- \$449,000 is for prior year actions for performance-based increases and promotions.
- \$217,000 is for performance-based increases. CBO uses a performance-based system to reward its

employees. Performance-based increases are based on employees' accomplishments in the previous year, as reflected in performance reviews and recommendations prepared by the assistant directors. The recommendation for each employee is reviewed and discussed by the Director and Deputy Director of the agency during an in-depth meeting with the employee's assistant director. Maintaining the ability to reward performance is essential in view of the competitive job markets for economists and budget analysts.

- \$83,000 is for an across-the-board pay increase of 1.8 percent in January 2015 for staff whose salary is less than \$100,000 (if such an increase is authorized for executive branch agencies).
- Savings of \$709,000 arise from normal delays in filling vacant positions.
- **\$249,100 for Leave Buyout Costs**—funds mandatory leave buyout costs for employees who depart. This amount is based on current data and projected departures; it is \$121,500 higher than the amount projected for fiscal year 2014. For leave buyout costs above this amount, CBO would delay filling vacated positions to cover the costs.
- **\$600,000 for Performance Bonuses**—funds performance bonuses for CBO's top performers. To be provided at the same level as that projected for fiscal year 2014, such bonuses enable CBO to better control long-term compensation costs while helping to retain its outstanding performers in competitive job markets.
- **\$12,000 for Overtime Pay**—funds overtime pay for nonexempt employees at the same level as that in fiscal year 2014. Currently, CBO has 13 employees serving in nonexempt positions. Overtime is required in rare cases when support of the Congress would be impaired if the work was not performed. The work consists of such tasks as preparing, printing, and delivering products to the Congress and providing technical support.

OBJECT CLASSIFICATION 12—PERSONNEL BENEFITS

- **\$4,924,600 for the Federal Employees Retirement System (FERS) and Civil Service Retirement System (CSRS)**—funds mandatory retirement benefits for FERS and CSRS employees. The amount constitutes an increase of \$223,000. Fiscal year 2015 costs are based on the projected base pay for current employees using the current benefit rates of 16.7 percent for FERS employees generally, 7.5 percent for CSRS and CSRS Offset employees, 9.6 percent for employees new to government after December 31, 2012, and 8.3 percent for those joining the government after December 31, 2013, along with a reduction for anticipated attrition.
- **\$1,731,000 for Health Insurance**—funds mandatory health benefit costs. The amount constitutes an increase of \$102,000. Fiscal year 2015 costs are projected to be 6.3 percent above costs in 2014.
- **\$1,623,700 for Social Security Payroll Taxes**—funds mandatory benefit costs for CBO employees subject to the Social Security payroll tax. The amount constitutes an increase of \$110,600. Fiscal year 2015 costs are projected using a maximum estimated taxable amount of \$120,400 for each employee, along with a reduction for anticipated attrition.
- **\$1,111,300 for FERS Thrift Savings Plan (TSP) Government Matching Contributions**—funds mandatory government matching contributions. The amount constitutes an increase of \$21,900. Fiscal year 2015 costs are projected based on matching benefits for current employees using their current annualized salary, along with a reduction for anticipated attrition. The historical matching benefit for CBO has been 3.6 percent of base pay.
- **\$455,500 for Medicare Payroll Taxes**—funds mandatory benefit costs for CBO employees. The amount constitutes an increase of \$24,500. Fiscal year 2015 costs are projected using 1.45 percent of base pay, along with a reduction for anticipated attrition.
- **\$293,600 for FERS TSP Government Basic Contribution**—funds the mandatory FERS TSP matching benefit of 1 percent. The amount constitutes an increase of \$13,400. Fiscal year 2015 costs are projected based on the benefits paid to current employees using their current annualized salary, along with a reduction for anticipated attrition.
- **\$208,500 for the Transit Subsidy Program**—funds mandatory employee benefits that are associated with CBO's Transit Subsidy Program. The amount is the same as that in fiscal year 2014.

- **\$39,100 for Life Insurance**—funds mandatory life insurance benefits for employees. The amount constitutes an increase of \$1,800. Fiscal year 2015 costs are projected based on historical data and equal roughly 0.1 percent of base pay.
- **\$224,000 for Recruitment Bonuses**—funds a valuable recruiting tool for the agency. The amount constitutes an increase of \$112,000.
- **\$3,900 for the Federal Flexible Spending Account Program (FSAFEDS)**—funds mandatory costs for participation in FSAFEDS by employees. The amount is the same as that in fiscal year 2014. Fiscal year 2015 costs are projected based on employees' historical use of the program.
- **\$500 for Workers' Compensation**—provides a beginning balance for a fund to cover workers' compensation claims. Based on data received from the Department of Labor, the amount constitutes a new expense.
- **\$18,000 for the Student Loan Repayment Program**—funds a valuable recruiting tool for the agency. The amount constitutes an increase of \$6,000. There is currently one commitment of \$6,000 made to an employee.

Basis for CBO's Budget Estimates—Nonpersonnel Costs

Projections of nonpersonnel costs are derived using CBO's past experience and plans for the upcoming year.

OBJECT CLASSIFICATION 21—TRAVEL

- **\$184,000 for Travel**—funds two meetings of the agency's Panel of Economic Advisers and one of the agency's Panel of Health Advisers to support the development and review of CBO analyses; funds employees' attendance at the annual Allied Social Science Associations conference, which is used for recruiting; and funds travel for employees to attend various conferences and training courses, including management and leadership training. The amount constitutes an increase of \$27,100.

OBJECT CLASSIFICATION 23.3—COMMUNICATIONS, UTILITIES, AND MISCELLANEOUS

- **\$254,700 for Telecommunications and Telephone Services**—funds secure communication lines to

support Internet and intranet services, local and long distance telephone services, and smart phone service for key CBO personnel. The amount is the same as that in fiscal year 2014.

- **\$8,700 for Mail Service**—funds postage, couriers, and mail services. The amount constitutes an increase of 1.9 percent for nonpay inflation.

OBJECT CLASSIFICATION 24—PRINTING AND REPRODUCTION

- **\$43,600 for Publications**—funds publications printed through the Government Printing Office and other miscellaneous printing requirements involving CBO products for the Congress. The amount constitutes an increase of 1.9 percent for nonpay inflation.

OBJECT CLASSIFICATION 25—OTHER SERVICES

- **\$526,400 for Commercial Data**—funds purchases of data on health care, domestic and international banking and financial markets, and other topics in support of CBO analyses. On the basis of known requirements, the amount includes an increase of \$75,400 from that in fiscal year 2014 as a result of higher costs for various renewal agreements.
- **\$290,000 for Equipment Maintenance and Repair**—funds a broad array of IT items needed for operations. Based on known requirements, this amount is a \$724,700 decrease from the fiscal year 2014 funding level. CBO's equipment maintenance costs have increased substantially in recent years, primarily because of the need to add network security appliances to safeguard the agency's IT infrastructure. However, the full funding of CBO's budget request this year allows for a decrease in this category next year. Besides security, this funding supports maintenance, repairs, and updates of tape backup equipment; Cisco network equipment; copiers and a high-capacity printer; network storage; and data backup software and other software. It also pays for professional services as necessary to implement major upgrades for such systems as VMWare (for virtual computing) and NetApps (for network storage management). To the maximum extent possible, in its maintenance agreements for hardware, CBO pays a fixed fee for a guaranteed level of service throughout the year, which tends to be more cost-effective than paying for services as needed.

- **\$281,800 for IT System Development and Support**—funds major software installations, upgrades, and support. The amount is the same as that in fiscal year 2014. Such support includes advisory services to ensure that the agency obtains the best value for major procurements. It also includes professional services as necessary to implement major upgrades for such systems as Microsoft Exchange (for email) and the agency's website; to augment the agency's own staff to quickly resolve complex outages; and to provide mandatory annual risk assessments.
- **\$96,700 for Expert Consultants**—funds access to outside experts, particularly in health care and finance, to assist in cost estimates and analyses; outside reviews of drafts of analyses; and legal support for human resources and litigation actions regarding former and current employees. The amount, which is based on historical information, constitutes an increase of 1.9 percent for nonpay inflation.
- **\$67,700 for the Financial Management System (Momentum)**—funds annual costs of CBO's maintenance support for Momentum. The amount constitutes an increase of 1.9 percent for nonpay inflation.
- **\$108,700 for Financial Management Support**—funds the interagency agreement with the Library of Congress (LOC). Based on known requirements, this amount is a \$148,000 decrease from the fiscal year 2014 funding level. This line item supports all areas of financial management, including accounting operations and financial reporting. The support includes monthly reconciliation and reporting; assistance with the compilation of financial statements; payment processing and check disbursements; online access to LOC's Financial Reporting System; and basic IT maintenance support for Momentum. By using financial management services provided by LOC, CBO is able to avoid costly expenses that it would otherwise incur on its own for financial management services and systems.
- **\$37,200 for the Financial Audit**—funds the annual independent audit of CBO's financial statements. The amount constitutes an increase of 1.9 percent for nonpay inflation. CBO partnered with other legislative branch agencies that are serviced by LOC to contract for audit services. Because of that joint contract, CBO was able to avoid costly expenses that would have been associated with the agency's obtaining on its own a Statement on Standards for Attestation Engagement No. 16 Report. This is a fixed-cost contract, so funding cannot be adjusted.
- **\$33,400 for Payroll Processing Support**—funds comprehensive payroll (and related benefits) processing for the agency. The National Finance Center (NFC) provides payroll services to more than 140 government agencies, allowing it to offer services at substantially lower costs than what would be possible otherwise. The amount constitutes an increase of 1.9 percent for nonpay inflation.
- **\$36,300 for Human Resources Contract Support**—funds a variety of costs related to CBO's personnel, including those for posting jobs to the USAJobs website and advertising vacancies, retaining personnel records, and participating in recruitment events—as well as minor costs associated with employment services such as retirement counseling. The amount constitutes an increase of 1.9 percent for nonpay inflation.
- **\$134,800 for Technical and Skill Development Training**—funds CBO analysts' participation in conferences and technical training in IT systems and software, data analysis, writing, and economic modeling. Based on known requirements, this amount is a \$52,900 decrease from the fiscal year 2014 funding level. To constrain expenses in this area, CBO takes advantage of House-sponsored training courses as well as those offered by other agencies.
- **\$31,200 for Management and Development Training**—funds training for high-performing analysts and managers. Based on known requirements, this amount is a \$65,000 decrease from the fiscal year 2014 funding level.
- **\$21,300 for Editing and Publications Contractor Support**—funds ad hoc services by contractors to help in producing CBO publications. The contractors are used to augment CBO's editing resources during peak periods. The amount constitutes an increase of 1.9 percent for nonpay inflation.
- **\$32,000 for Clerical and Other Miscellaneous Temporary Support**—funds ad hoc clerical and miscellaneous support throughout the agency during peak workload periods. The amount constitutes an increase of 1.9 percent for nonpay inflation.

- **\$6,000 for Official Representation**—funds events such as meetings of the Panel of Economic Advisers, Panel of Health Advisers, and other outside analysts, as well as minority recruitment events. The amount is the same as that in fiscal year 2014.

OBJECT CLASSIFICATION 26.0—SUPPLIES AND MATERIALS

- **\$302,500 for Library Subscriptions**—funds library subscription services, primarily online subscriptions. This line item provides for subscriptions to a variety of publications and services, including *Congressional Quarterly*, *National Journal*, Lexis-Nexis, Economic Literature (ECONLIT), the Bureau of National Affairs (BNA), EBSCO, PROQUEST, the Social Science Research Network (SSRN), Science Direct, Journal Storage (JSTOR), the *Wall Street Journal*, Inside Washington Publishers (IWP), and Energy and Environment (E&E). The amount constitutes an increase of 1.9 percent for nonpay inflation.
- **\$75,500 for Office Supplies**—funds expenses for office supplies, reasonable accommodations for employees' requirements under the Americans With Disabilities Act, paper, envelopes, emergency response kits required for evacuation drills, award supplies, and other items. The amount constitutes an increase of 1.9 percent for nonpay inflation.

OBJECT CLASSIFICATION 31.0—EQUIPMENT

- **\$1,108,900 for Hardware**—funds CBO's computer purchases. Based on known requirements, this amount is an \$850,000 decrease from that in fiscal year 2014. The requested level of funding provides for greater storage capacity and advanced servers designed to provide for sophisticated statistical analysis and modeling undertaken by an increasingly wide swath of the agency. The funding also supports a normal cycle for replacing computers and other hardware as they age and an extension of remote access capabilities, made necessary by increasingly compressed legislative time frames. Finally, the funding supports a transition to more centralized computing, which would provide many benefits, including enabling the agency to greatly enhance its capabilities for recovering after a disaster.
- **\$283,000 for Software**—funds various requirements for software. The amount is the same as that in fiscal year 2014. The requested amount covers Microsoft Office 2012, Trend Antivirus software, GAUSS,

STATA (Statistics and Data), Matlab (Matrix Laboratory), Adobe Professional, Statistical Analysis Software (SAS), and other software used by CBO analysts.

- **\$10,200 for Office Furniture**—funds the replacement of office furniture. The amount is an increase of 1.9 percent for nonpay inflation. Purchases are limited to those made necessary by wear and tear and by requirements to provide reasonable accommodations under the Americans With Disabilities Act.
- **\$10,200 for Books**—funds library books used by CBO staff. The amount is an increase of 1.9 percent for nonpay inflation. This modest amount of funds covers books required to support analytical requirements.
- **\$18,100 for Office Equipment**—funds requirements for such things as audio/video equipment and shredders. The amount is the same as that in fiscal year 2014. Funding at this modest level provides for the replacement of equipment that becomes damaged because of normal wear and tear; no new requirements are planned.

Requested Changes in Administrative Provisions

CBO requests that the following two changes to administrative provisions be made in the fiscal year 2015 appropriation act for the legislative branch.

Hiring Employees With Non-Immigrant Visas

SEC. 1001. During fiscal year 2015, appropriations available to the Congressional Budget Office may be used to pay the compensation of employees in specialty occupations with non-immigrant visas.

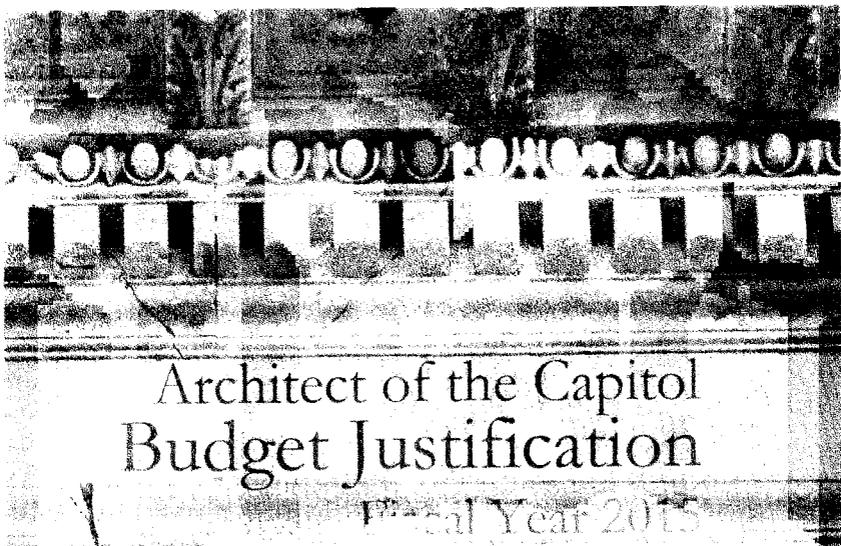
This provision would authorize CBO to hire foreign nationals who have special skills and hold non-immigrant visas into positions that are difficult to fill.

Use of End-of-Year Balances

SEC. 1002. Except as otherwise specifically provided by law, not to exceed 50 percent of unobligated balances from appropriations made available to the Congressional Budget Office for fiscal year 2015 in this Act shall remain available through September 30, 2016, for the purposes authorized: Provided, That a request shall be submitted

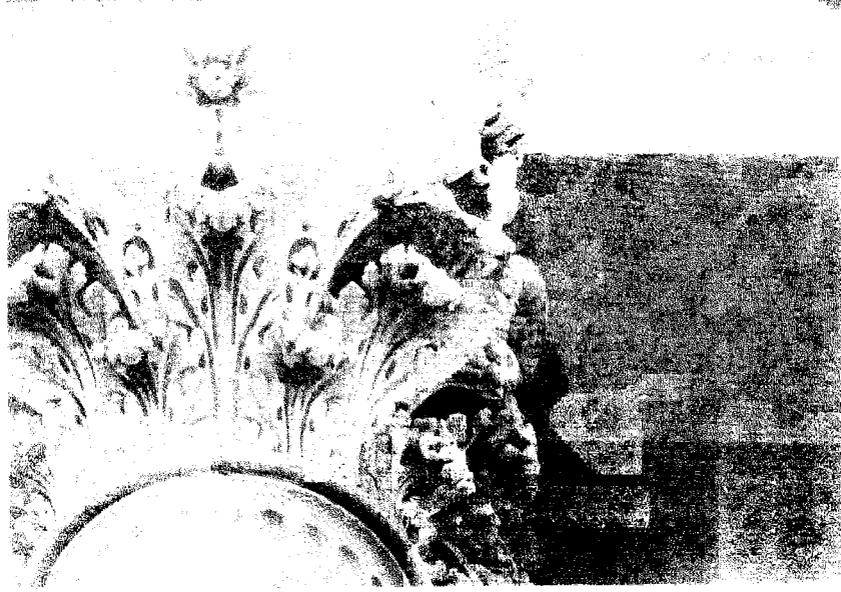
to the Committees on Appropriations of the House of Representatives and the Senate for approval prior to the expenditure of such funds. Provided further, That these requests shall be made in compliance with reprogramming guidelines.

This provision provides that not to exceed 50 percent of unobligated balances remain available for obligation during fiscal year 2016. It would permit the agency to prudently use more of the funds appropriated for fiscal year 2015.



Architect of the Capitol Budget Justification

Fiscal Year 2015



On March 8, 1792, President George Washington wrote to David Stuart – one of three commissioners tasked with siting and planning the new capital city – that, “the public buildings in size, form, and elegance, should look beyond the present day. I would not have it understood from hence that I lean to extravagance. A chaste plan sufficiently capacious and convenient for a period not too remote, but one to which we may reasonably look forward, would meet my idea in the Capitol.”

Fast forward 220 years, and that sentiment still holds true. The men and women of the Architect of the Capitol (AOC) carry on President Washington’s wish that our United States Capitol “look beyond the present day,” by preserving and maintaining this symbol of our country and its government for a period “to which we may reasonably look forward.” This is a noble and challenging task.

However, time and the elements have not been kind to the historic buildings entrusted to our care. As one can see from the cover photo, from a distance the buildings and their architectural features appear as if they are in good condition. However, if you look closer, as demonstrated by the Capitol Building column and entablature featured on the front of this binder, all is not as it seems. Water infiltration has damaged the sandstone and marble that makes up the façades of most of our buildings. As a result, the masonry is cracking, spalling, and even falling.

Even more concerning is the damage that is occurring to crucial building infrastructures, such as the deterioration of several garages. In the Rayburn Garage, engineering studies have identified severe corrosion of the reinforcing steel as well as spalling and delaminating concrete in the ceiling and support columns, which is threatening its structural stability. In the Senate Underground Garage, major deficiencies have been identified in the upper plaza and fountain, including structural cracks and spalling concrete.

In order to prevent further deterioration, significant investment will be needed. Because we understand the current fiscal realities won’t allow for every project to be funded, nor can we execute every project at the same time, we have phased a number of them to better manage the time and resources needed to complete these projects. We have found this practice to be quite successful – the ongoing Capitol Dome Restoration project is a first-rate example.

Our Fiscal Year 2015 budget request includes funding to continue repairs in the Rotunda, which houses *The Apotheosis of Washington* fresco and other priceless artwork. In addition, we are requesting appropriations for the first phase of the necessary Rayburn Garage repairs and to begin the first round of repairs to the Senate Garage. We are also requesting funds for three very important exterior stone repair and preservation projects to ensure that the historic fabric and architectural features of our buildings are not lost.

While our list of important projects to address the Deferred Maintenance and Capital Renewal backlog is long, we continue to work to be more efficient and effective with the investments Congress has provided to address these urgent priorities. We have reduced costs by doing more work in-house, reduced energy consumption, worked safer, and realized numerous efficiencies in order to save the taxpayers’ money.

Even with these emerging priorities and urgent repairs looming before us, for Fiscal Year 2015, we are requesting \$676.6 million – a decrease from our Fiscal Year 2014 request.

Our request to address capital projects categorized as urgent or immediate is \$156.5 million. This is a \$1.8 million or 1.2 percent increase from the Fiscal Year 2014 capital projects request. However, this leaves \$259.9 million in Deferred Maintenance work on the deferred list for even further down the road. This is not without serious risk. In the narrative that follows, we present an analysis of the need to address the worst cases of deterioration and crucial efforts for historic preservation versus the perils of continuing to defer these projects.

Building the Capitol Dome was one of the most ambitious undertakings in the history of American architecture and engineering. Now, we have the responsibility to preserve and care for the Dome so that its history and meaning continue to inspire, fascinate, and enlighten people for another 200 years.

There is an old adage that says, "A picture is worth a thousand words." When you look at the cover photo, it speaks volumes. The cracking stone, the stained sandstone and the wearing away of the ornamental detail on the Capitol tell a story to which we need to write a new ending. The AOC team stands ready to "look beyond the present day," and preserve the rich national history contained within these sandstone walls.

Sincerely,

A handwritten signature in black ink, reading "Stephen Ayers". The signature is fluid and cursive, with a long horizontal stroke extending to the right from the end of the name.

Stephen T. Ayers, FAIA, LEED AP
Architect of the Capitol



AOC Executive Summary Fiscal Year 2015 Budget

The Architect of the Capitol's Fiscal Year 2015 budget request focuses on investing limited resources and prioritizing projects and programs to address our most pressing obligations. We have continued to refine a zero-based budget philosophy, strategy, and process in the development of this budget request. As per House Report 113-173, the Architect of the Capitol (AOC) has been working with the Government Accountability Office (GAO) to improve its project costing methodologies. In addition, the AOC has worked with the GAO on strengthening its project justifications as well.

In light of the recent budget challenges, the Architect of the Capitol is submitting a budget request for \$676.6 million in Fiscal Year 2015 that is a 0.7 percent decrease from its Fiscal Year 2014 request.

Fewer Resources, Increasing Demands

In Fiscal Years 2013 and 2014, the AOC addressed the challenges of sequestration cuts and the lapse in appropriations during October 2013, by continuing to achieve its mission to preserve and maintain the historic assets in its care with fewer resources. While the AOC strives to do more with less and continuously become more efficient, the growing backlog of Deferred Maintenance and Capital Renewal projects is presenting the organization with a significant dilemma as to how to address the growing needs across the Capitol campus to ensure the historic fabric of the Congressional buildings is preserved before the damage becomes too great.

Therefore, the AOC, using its project prioritization process, has judiciously requested those projects that are most urgent in Fiscal Year 2015. In addition, we continue to take tremendous cost avoidance measures in order to work smarter and leaner – this was especially poignant during a year that included a Presidential Inauguration and post-election office moves – both of which are labor-intensive activities for the AOC.

Despite these increases in workload, the AOC continued to reduce its overtime costs by improving its project planning, restructuring work shifts, and establishing overtime budgets. As a result, the AOC cut more than 18,600 overtime hours from Fiscal Year 2012 to Fiscal Year 2013. In particular, the Capitol Building jurisdiction reduced its overtime to less than five percent of the available hours.

Across the AOC, we are implementing a new initiative developed by our Human Capital Management Division that capitalizes on the exchange of institutional and professional knowledge. The Exchange of Critical Expertise and Learning (ExCEL) Program, serves to improve organizational productivity, enhance strategic efficiencies, and increase employee knowledge. This is particularly important as only mandatory training has been authorized for employees in response to sequestration cuts. Specifically, this program uses internal resources for training in an effort to combat dwindling training budgets, a growing number of employee retirements and the loss of institutional memory with regard to programs and systems, and filling gaps in essential workplace competencies due to ongoing hiring freezes.



Pictured above are two participants in the ExCEL Program who work as insulators at the Capitol Power Plant. They had the opportunity to work with colleagues in other AOC jurisdictions in order to share their knowledge



AOC Executive Summary Fiscal Year 2015 Budget

and experience. Now, when they are working on equipment and need assistance, they can reach out to others across the organization for guidance and their colleagues can do the same.

Another cost avoidance strategy that was developed and implemented was a Return to Work program, which is intended to return long-term workers' compensation employees to positions that have been designed to accommodate their medical limitations. This effort provides opportunities for these employees to be productive and affords reductions in workers' compensation costs for the AOC.

Other actions taken in an effort to meet Fiscal Year 2014 sequestration cuts include the cancellation of the Capitol Visitor Center (CVC) custodial contract and the campus-wide shuttle bus service. The cancellation of the campus-wide shuttle bus service contract resulted in a cost savings of nearly \$275,000. Due to our planning efforts prior to sequestration taking effect, we had more flexibility with regard to absorbing the mandatory cuts. We were able to protect our personnel from furloughs because we reduced funding for materials and supplies at the start of the fiscal year.

With the cancellation of the CVC custodial contract on September 30, 2013, when it was due to expire, the AOC's custodial staff employed by the Capitol Building Superintendent assumed the cleaning responsibilities in the CVC. The AOC's Capitol Building employees' work assignments were modified to reduce travel time between work stations and the manning of various shifts was adjusted. In addition, the AOC has invested in new, larger, and more effective cleaning equipment that enables each AOC employee to cover more areas in less time. In another example of using in-house resources to realize additional cost savings, the Senate Superintendent canceled its contract with a moving company used to assist in post-election office moves. The cost avoidance of doing so was \$150,000.

The AOC's jurisdictions are also saving taxpayer dollars by saving energy and resources. In Fiscal Year 2013, the AOC exceeded our energy reduction goal by achieving a 25.2 percent reduction, which represents approximately \$14.5 million in avoided annual utility costs.

We've continued to make improvements to building automation systems by installing direct digital controls on air handling units and terminal equipment in offices; reduced water usage; installed more efficient lighting systems, and further implemented energy curtailment strategies in the office buildings to reduce energy use across the Capitol campus. These efficiencies are discussed further in the *Sustainability, Safety, and Accessibility* section.

In this, the most challenging of economic times, we must continue to correct deficiencies and prevent facility or system failures by making judicious and necessary investments in the Congressional infrastructure. The key to successfully identifying these needs and the appropriate time to make these key investments is to prioritize projects to ensure resources go toward the most important work.



AOC Executive Summary Fiscal Year 2015 Budget

Investing in the Capitol Campus

The Architect of the Capitol specializes in repairing and restoring the historic assets entrusted to our care. In many instances, the craftsmanship of the dedicated men and women who work at the AOC has successfully disguised the serious conditions or fragile states that the facilities are in or has temporarily stemmed any further deterioration. However, these temporary patches are just that – temporary.

The AOC employs its Project Prioritization Process to rank every necessary project using the conditions of the facilities and the urgency in which any deficiencies need to be addressed as the primary drivers. This has effectively allowed the AOC to identify and recommend to Congress the levels of investment and maintenance required to ensure that all the facilities on the Capitol campus remain safe, functional, and protected.

Among the tools used in the prioritization process is the draft Capitol Complex Master Plan. It outlines a 20-year strategy that will guide the AOC in prioritizing necessary work and determining how best to utilize fiscal resources to ensure safety, historic preservation, sustainability, accessibility, and security throughout the Congressional facilities.



While the Capitol Complex Master Plan is considered the master blueprint for prioritizing projects in contention for future investments, the AOC also implements additional tools to assess the condition of the facilities. They include the Facility Condition Assessments, Jurisdiction Plans, and the Five-Year Capital Improvements Plan, which examines phasing opportunities, project sequencing, and other factors to better facilitate the timing of the execution of major Deferred Maintenance and Capital Renewal projects.

Deferred Maintenance is considered maintenance, repair, or replacement that is past due. For Fiscal Year 2015, we are recommending that \$259.9 million in necessary project work be further deferred to a later fiscal year due to the austere budget environment. This is not without serious risks. The AOC continues to carefully monitor and maintain the facilities and systems to minimize the risk of catastrophic failure. We also continue to monitor a large number of Capital Renewal projects that remain unaddressed.

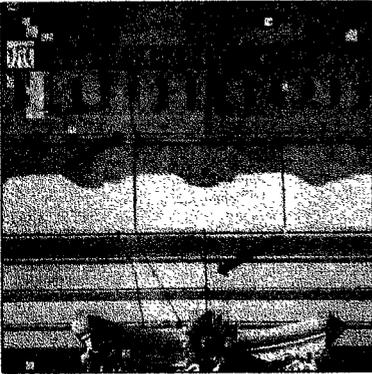
For Fiscal Year 2015, the AOC is requesting \$156.5 million for capital projects identified as urgent or immediate through the project prioritization process – Line Item Construction Program (LICP). This is a \$1.8 million or 1.2 percent increase from the Fiscal Year 2014 capital projects request. This includes addressing more than \$91.5 million in Deferred Maintenance projects.

Congress has been very supportive of the AOC's efforts to address critical projects. Over the past few years, as a result of significant investment in large Deferred Maintenance projects, such as the restoration of the Capitol Dome Skirt (funded at \$19.98 million in Fiscal Year 2011), the condition of some facilities has improved.



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This trend is demonstrated in the accompanying Facility Condition Index (FCI) charts (*on the following page*) comparing Fiscal Year 2012 and Fiscal Year 2013 for some facilities where sustained investments have been made. In other facilities, recent, updated Facility Condition Assessments are showing a decline in some buildings' health. For example, several that were good are now rated fair and continue to trend downward. *(Page 6)* The Fiscal Year 2018 illustration shows the facility condition changes with no additional investments made after Fiscal Year 2013.



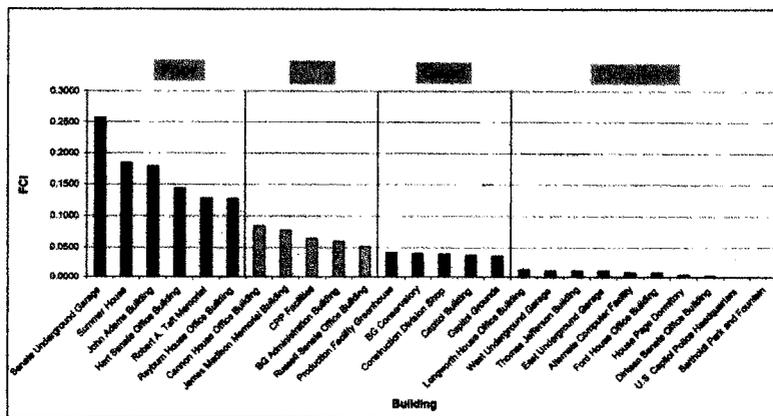
Due to the austere budget environment and the recent lapse in appropriations, the larger and more costly system replacements are being deferred to future fiscal years and the necessary vigilance of system components and regularly scheduled preventive maintenance was compromised and/or delayed. *(Photo shows severe cracks in the exterior stone on the Capitol Building. Netting was installed over the stone to prevent pieces from falling from the building.)*

In delaying the necessary preventive maintenance on facilities or the building systems puts them at greater risk for failure and, as we have noted in previous budget requests, these repairs and projects become more costly the longer they are deferred, and as such, facility conditions will continue to deteriorate.

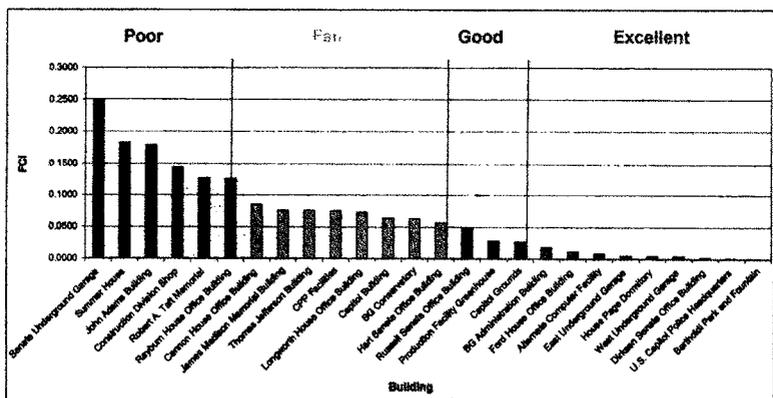


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Fiscal Year 2012 Facility Condition Index



Fiscal Year 2013 Facility Condition Index

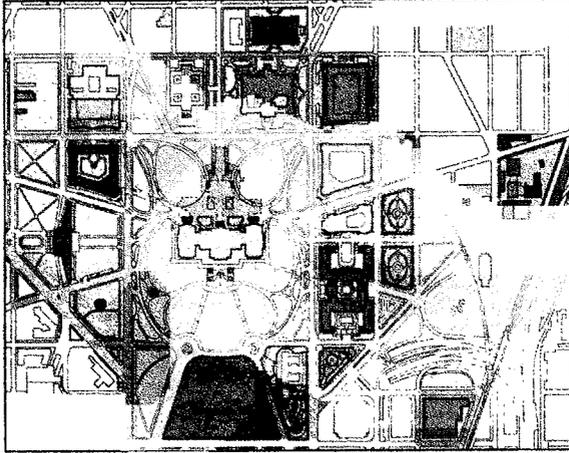


FCI Legend	
Over 0.10	= Poor
0.05 - 0.10	= Fair
0.02 - 0.05	= Good
Less than 0.02	= Excellent



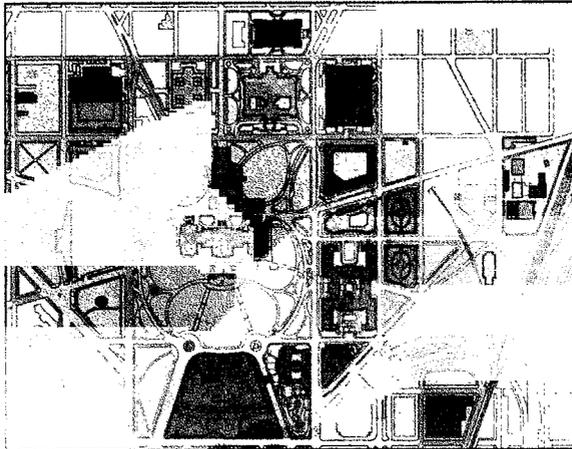
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Fiscal Year 2013 Facility Condition Index (FCI) by Facility



Projected

Fiscal Year 2018 Facility Condition Index (FCI) by Facility



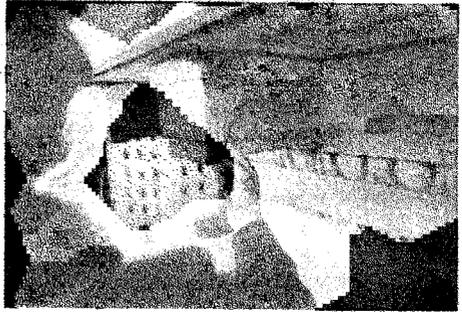
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As is demonstrated on the front cover of this binder, from a distance, the buildings on the Capitol campus appear to look fine. And, they are well cared for by the men and women of the AOC. However, when examined up close, one can see the wear and tear that has occurred over the years as a result of weather and other environmental factors. Water, in particular, is very destructive to stone structures. The sandstone and marble façades of our historic buildings, like any entity under great stress, are cracking, spalling, and most seriously, stone is actually breaking away and falling from the buildings.



A recent example of how dangerous these conditions can become was as recent as October 2013. A large piece of stone broke away from the Cannon House Office Building and fell several stories to the ground. Fortunately, it was in an area where there is no pedestrian traffic. However, the piece was large enough, that if it had fallen in a more public area, it could have potentially caused great damage or grave injury to anything or anyone below it. *(Top photo shows the remains of the stone that fell from the Cannon Building. Photo at right is of a similar modillion on the Cannon Building that is showing signs of failure.)*



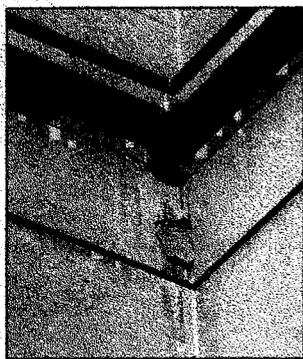
The AOC has been conducting a series of surveys of the exterior stone. The results of these evaluations continue to confirm our deepest concerns – that the conditions of the exterior stone on most, if not all the buildings on the Capitol campus, are deteriorating to the point where the precarious threat of falling stone is severe and dangerous. In addition, the temporary fixes that the AOC is undertaking to try to prevent catastrophic failure are not enough to stem conditions from worsening. To fully address these issues, significant investments will need to be made in the immediate future. *(At left: AOC employees install netting on the Cannon Building to prevent additional stone from falling.)*



By way of example, in fall 2013, an exterior stone investigation was begun of the Rayburn House Office Building. The survey crew examined the building's façade, with a specific focus at the cornice and portico levels. While the findings are preliminary as this survey is still ongoing, generally the condition of the stone was "good," but there are several conditions that raised concerns.



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They observed cracked fragments within the stone panels that exhibit displacement: this is defined as insipient spalls. *(Photo at left is of the northeast corner of the Rayburn Building where an approximately 8" x 12" piece of stone has broken away from the façade.)* More than 40 insipient spalls were found on the building's façade. Two areas at the interior courtyard required precautions to be taken due to pedestrian safety concerns and those areas were cordoned off. Others are located in less accessible areas, but the AOC is planning to erect barriers in these areas until all loose stone can be removed.

The Ford House Office Building (FHOB) also is experiencing significant damage to the brick masonry at the upper levels and corners of the building. Sections of the brick in those areas are exhibiting widespread cracking and spalling due to corrosion of the metal relieving angles that support the brick. If this condition is left unresolved, additional cracking and spalling will occur. This deterioration is especially troublesome on

the Virginia Avenue side of the building above the House Day Care Center's outdoor playground. The AOC is investigating this area and planning to remove immediate hazards. However, to properly rectify the problem, the brick at the relieving angles needs to be removed around the building perimeter, the corrosion removed from the metal angles, and the brick reconstructed and reinstalled. The masonry would then be repointed to prevent future water infiltration.

The conditions at the exterior envelope of the U.S. Botanic Garden (USBG) Conservatory continue to deteriorate with widespread cracking, spalling, and cornice and roof flashing failures. In 2011, a comprehensive study of its limestone façade was conducted and a repetitive pattern of 20 to 30 foot vertical cracks were discovered from the base up through to the cornice level at all façades. Hundreds of smaller cracks were found to be branching off of the vertical cracks and/or at the corners of the masonry ashlar blocks that make up the east, west, and north façades. More alarmingly, a regular repetitive pattern of crescent shaped cracking was noted at the cornice level. This cracking, in turn, lead to the spalling of four to 10-inch fragments of stone falling off the building; most significantly on the north and west façades. Here significant chunks of stone have fallen over 40 feet to the ground in public spaces. Failing roof flashing coupled with open mortar joints at the cornice and balustrade levels also have led to serious water infiltration and the resulting stone damage.



Because the condition of the stone was so dangerous, a stabilization program was designed and carried out in summer 2013 to temporarily address the worst stone conditions. Temporary repairs included removal of loose stone and patching with mortar and making repairs to the cornice flashing. *(Pictured at left.)* While these measures will work temporarily, they are not long-term solutions, and did not address the numerous vertical cracks or the leaking roof.



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At the Library of Congress, the stone on the John Adams Building is experiencing problems similar to the FHOB and the USBG. At the upper levels there is cracking and spalling. *(As shown in photo at right.)* Here, corrosion of the metal relieving angles is causing the stone to be displaced off of its steel support ledge. To rectify the situation, the same course of action prescribed for the FHOB will be necessary. At the Adams Building, there are also patterns of stone failure that are similar to the crescent shaped cracks seen in the USBG Conservatory, and unless treated, large fragments of stone will eventually fall.



While several projects to address deteriorating exterior stone remain on the deferred projects list, three key projects are included in the AOC's Fiscal Year 2015 budget request. They are detailed below.

These examples clearly show that the longer Deferred Maintenance and Capital Renewal projects are delayed, the conditions of these facilities will continue to deteriorate; deficiencies will grow more and more serious, and ultimately more costly to repair. Additional consequences of not addressing looming Deferred Maintenance and Capital Renewal projects are the continued crumbling of facilities' infrastructures; a loss of historic artwork and architectural features; continued system and building failures; and security threats.

Funding the following capital projects in Fiscal Year 2015 ensures that necessary investments are made in our historic infrastructure, and increases the safety and security of those who work in or visit the facilities on Capitol Hill. In addition, investing in the projects will continue to preserve national treasures for future generations, and several are designed to allow Congress to realize greater efficiencies and savings.



- **Dome Restoration – Phase IIC (Rotunda), U.S. Capitol** – This final phase of the Dome Restoration is designed to restore the interior walls, painted columns and pilasters, and the coffered ceiling that have sustained significant water damage and paint delamination. Humidity and moisture have infiltrated into the Rotunda and have deteriorated the condition of the metal and, in some areas of the coffered ceiling, daylight is visible. Rotunda mechanical and electrical systems would be upgraded to current codes, and new fire alarm and communications systems would be installed. *(At left: Water infiltration into the Rotunda has caused significant damage to cast iron columns and threatens historic artwork.)*

- **Garage Rehabilitation, Rayburn House Office Building, Phase I** – This project addresses the severe concrete delamination and the structural stability of the Rayburn Garage. The project will include architectural improvements for life-safety, accessibility, lighting, electrical, mechanical, plumbing, fire protection, and physical security. Engineering studies have



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identified severe corrosion of the reinforcing steel as well as spalling and delaminating concrete in the ceiling and support columns. The garage project is subdivided into four phases. This first phase would address the southeast quadrant with subsequent three quadrants to follow, contingent upon funding.

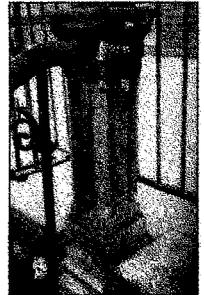
- **Underground Garage Renovation and Landscape Restoration, Senate, Phase I** – The Senate Underground Garage, upper plaza, and fountain were constructed in 1932. This is the first major renovation effort since the 1950s. The project will restore three levels of plazas and fountains, waterproof the garage deck, replace drainage systems, repair structural cracks and spalling concrete, and install new plumbing, electrical, and HVAC systems.

Phase I addresses garage waterproofing and spalling concrete repairs to the ceiling. In addition, the upper plaza fountain will be restored along with the upper and middle plaza stairs, retaining walls and planters will be restored, pedestrian walkway will be waterproofed, existing light poles will be refurbished and the storm water management system will be upgraded. Three phases are planned, with subsequent phases completed upon subsequent funding. *(Photo at right shows damage on the plaza.)*



- **West Refrigeration Plant Chiller System Replacement, Capitol Power Plant, Phase IIIS** – The West Refrigeration Plant is more than 30 years old and has long-standing structural and waterproofing issues, which have led to failures to spandrel beams and falling concrete. This planned sub-phase will make repairs to the decaying structure including the repair of precast concrete connections, repairs to concrete walls, columns, and decks, applying water repellent coatings to the concrete roof deck and exposed surfaces and repair flashing at column transitions.

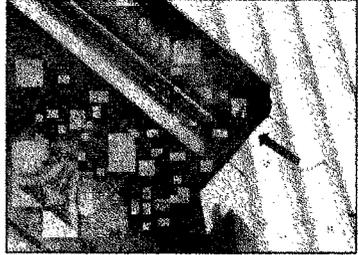
- **Exterior Stone and Metal Preservation, U.S. Capitol, South Extension, Phase IIA** – This phase of the South Extension restoration work addresses the north façade and its connection to the main west façade. The work involves stabilizing, cleaning, repairing, and preserving the exterior stone on the Capitol Building. This will help to stem the water infiltration that has been destroying the existing historic fabric of the building and protect Members of Congress, staff and public from the risk of falling stone. This is the second of four planned phases. *(Photo at left: Cracked and spalling stone on the Capitol Building. Photo at right: corrosion of a metal handrail.)*



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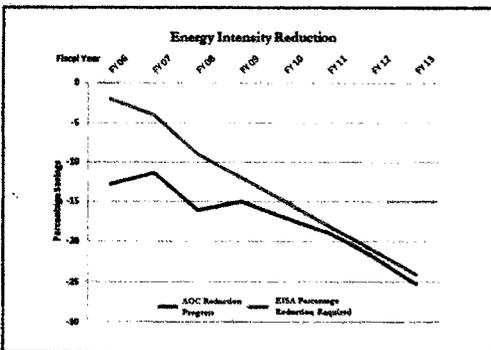
- Exterior Envelope Repair and Restoration, Russell Senate Office Building, Phase II** – Phase II of this multi-phased project will address the east façade of the 105-year-old office building. The work will include making repairs to the façade, repairing windows and doors, repointing masonry, restoring and refinishing exterior metals, making seismic upgrades and structural repairs to the balustrades. The work is divided into five phases that correspond to the five sides of the building. *(At right: A large crack has developed in the stone above the door located north of the Russell Building's carriage entrance.)*



- Exterior Stone Repair and Roof Replacement, U.S. Botanic Garden (USBG) Conservatory** – Water infiltration and cracking and spalling stone are a problem at the USBG Conservatory as with other buildings across the Capitol campus. This project is designed to repair hundreds of cracks and spalls across the façade of the Conservatory; repoint and reseal masonry joints; remove existing roofing systems and repair and replace with new vegetative roofing system, which has a longer lifespan than replacing the roof in kind and will reduce storm water runoff. The work also will structurally strengthen the head house parapet.
- Life-Safety Improvements** – Safety is the top priority for the AOC, and a number of safety-related projects are included in the Fiscal Year 2015 budget request including the second phase of the project to replace the exhaust system serving the main kitchen areas in the Dirksen Senate Office Building. In addition, funding needed to enclose the West Grand Stair in the Capitol Building to prevent smoke migration is included in this budget request as well as several projects in the Library of Congress buildings to include constructing new exit stairs in the Thomas Jefferson Building, and modernizing several elevator banks in the Madison Building.

Sustainability, Safety, and Accessibility

The AOC has been successfully reducing energy consumption across the Capitol campus for the past several years. However, with the completion of the U.S. Capitol and Senate Energy Savings Performance Contracts (ESPCs) in Fiscal Year 2013, meeting the mandated energy reduction goals will be more difficult because the projects that yielded quick results have been completed. We will be required to achieve further operational energy savings to complement the energy savings performance projects that are ongoing or have been completed.





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In Fiscal Year 2013, the AOC exceeded the Energy and Independence and Security Act of 2007 (EISA 2007) energy reduction goal of 24 percent by achieving a 25.2 percent reduction. This marks our eighth consecutive year of meeting energy reduction goals outlined in EISA 2007, and represents approximately \$14.5 million in avoided annual utility costs.

The AOC's efforts were recognized in September 2013, by the Association of Energy Engineers with its Regional Energy Award for "Accomplishments on Developing, Organizing, Managing, and Implementing an Outstanding Corporate Energy Management Program."

The AOC is working on or has completed a number of projects to further reduce energy consumption across the Capitol campus, including:

- Completed the construction of three Energy Saving Performance Contracts (ESPC) utilizing a newly-developed set of internal controls based on benchmarking and lessons learned from other federal agencies and best practices derived from other private public partnership projects. The Energy and Sustainability division has also adopted the management of the performance phase of these contracts to include the measurement and verification.
 - Senate Office Buildings ESPC: Completed March 2013, Annual cost avoidance of \$3.6 million
 - Capitol Building ESPC: Completed November 2012, Annual cost avoidance of \$1.8 million
 - House Office Buildings ESPC: Completed March 2012, Annual cost avoidance of \$3.4 million
- Converted 30 parking lot light poles from 400 watt metal halide bulbs to 72 watt LED fixtures at the Alternate Computer Facility. All retrofitting was done in-house to reduce labor costs. The new LED lighting is saving the AOC approximately \$10,000 in energy costs annually.
- The Senate Superintendent expanded its recycling program to include a Reuse Program that encourages departing Senate offices to drop off unused office supplies at a central location for others to use at no cost. This helps to reduce landfill waste by reducing the amount of useable materials that are thrown away.
- Installed more than 230 new utility meters campus-wide, and developed a database to log and track collected data.

The Capitol Power Plant (CPP) continues to play an essential role in the AOC's long-term energy conservation efforts. The CPP has made several operational improvements that contributed greatly to the reduction in energy consumption including the commissioning of a new, half-size chiller in December 2013, as part of the Refrigeration Plant Revitalization (RPR) project. Not only does the RPR project increase the CPP's energy efficiency, it will reduce its long-term operating costs and increase cooling system reliability. In addition, the CPP continues to utilize a "free cooling" process where we use cold, outside air to create chilled water without running the old chillers, thereby conserving electricity.

Reducing energy consumption and saving natural resources saves money, as does preventing injuries and accidents within the AOC's workforce. Our philosophy of *People First, Safety Always* continues to serve as the foundation for continuous improvements in safety and safety systems. As we pursue safety excellence, risk



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management initiatives continue to evolve and develop through the agency's commitment to providing a safe and healthful environment for our employees, clients, and visitors alike.

As we continue to develop and rollout our agency-wide, zero-injury safety culture enhancement programs, our focus is on individual awareness, inspections, and identifying and correcting at-risk behaviors through employee engagement. During Fiscal Year 2013, AOC employees experienced an injury rate reduction; 3.91 percent down to 3.28 percent.

The AOC strives to integrate safety into everything we do as we pursue our zero-injury safety culture. Efforts are ongoing to standardize and coordinate data and systems through information management and knowledge sharing, while identifying and leveraging operational best practices. Safety aspects continue to be a top consideration in planning and allocating funds for capital projects.

We engage in project planning to engineer out safety hazards and address barriers to accessibility in accordance with the Americans with Disabilities Act (ADA). As a trusted steward, we pursue these improvements with efficiency and sustainability in mind. More than 300 project designs and contractor work plans were reviewed for code compliance and safety considerations during Fiscal Year 2013. In addition, the AOC developed and implemented an agency-wide Accessibility Policy that was signed by the Architect in December 2013.

Such improvements to our historic, awe-inspiring facilities are ongoing and continue to enhance accessibility for visitors that come here from around the globe. The AOC appreciates Congress' support of our efforts to improve safety and enhance accessibility across the Capitol campus.

Enhancing Visitor Experiences



On December 2, 2013, the Capitol Visitor Center (CVC) marked the fifth anniversary of the day its doors were first opened to the public. And since that day, the CVC team has welcomed 11 million people to the U.S. Capitol. Overall, the CVC continues to welcome nearly two million visitors annually.

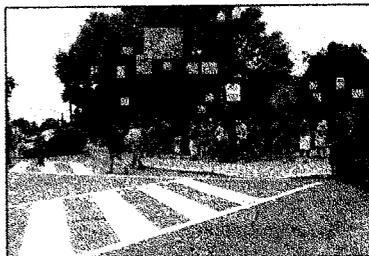
In keeping with its mission to "inform, involve, and inspire," the CVC staff initiated two new informational programs, "What's Happening in the Chambers," and "Encounters in Exhibition Hall." They also introduced two thematic rotations of historic documents into the *Conflict and Compromise* exhibit marking the 150th anniversary of the Civil War.

CVC staff also developed comprehensive information packets, including a CVC Services Guidebook that was distributed to all Members of Congress, as well as provided Capitol tour training for nearly 4,000 Congressional staffers. In addition to introducing a new staffing model to cross-train visitor guides and visitor assistants, CVC managers launched its Interpretive Host and Interpretive Guide training programs to further enhance customer service, hospitality, and visitor engagement.



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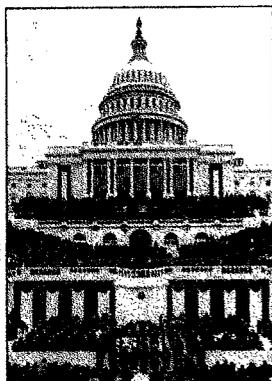
Fiscal Year 2013 was a record-setter for the U.S. Botanic Garden (USBG). Total annual visitation was nearly 1.7 million, an increase of almost 0.5 million over the previous record. In addition, July 22, 2013, was the highest visitation day on record for the USBG with more than 22,000 people, due to the one day blooming of the titan arum. In all, the titan arum was on display from July 11 - 24. During this period, more than 140,000 people saw the titan arum in person and over 670,000 unique viewers watched on the live web stream, making it one of the most publicly viewed flowers in the history of U.S. gardens. *(Photo at right: A crowd lines up outside the USBG Conservatory to see the titan arum.)*



Awards and Accomplishments

While Fiscal Year 2013 presented a number of challenges including sequestration cuts, and Fiscal Year 2014 began with a government shutdown, the AOC continued its mission of excellence.

- For the second consecutive year, the AOC was recognized by the Association of Government Accountants (AGA) with its **Certificate of Excellence in Accountability Reporting (CEAR) Award** for its Fiscal Year 2012 Performance and Accountability Report. The annual CEAR award recognizes high-quality Performance and Accountability Reports and Annual Financial Reports that effectively illustrate and assess financial and program performance, accomplishments and challenges, cost and accountability.



- The AOC received its **ninth consecutive Clean Audit Opinion** from independent auditors on its financial statements.

- We **exceeded all of our small business goals**, even surpassing the accomplishments achieved in Fiscal Year 2012. The AOC specifically beat our goals for women-owned, veteran-owned, and HUBZone small businesses. We awarded more than \$25 million to small businesses in Fiscal Year 2013.

- Successfully completed all planning and construction activities in support of the **2013 Presidential Inauguration and supported lying in repose ceremonies** for Senators Inouye and Lautenberg.

- Completed the restoration of House Chamber ceiling during the August District Work Period.
- Successfully orchestrated 222 post-election office moves for the House of Representatives and 32 office moves for the U.S. Senate.



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- The AOC was recognized by the Construction Management Association of America (CMAA) with Project Achievement Awards for the Interior Rehabilitation of the East and West Underground Garages and the Capitol Dome Skirt Restoration project.
- The Capitol Dome Skirt Restoration project also received a Renovation/Restoration Award of Merit from Mid-Atlantic Construction Magazine.
- The Washington Building Congress honored the AOC's team for the Russell Senate Office Building Emergency Lighting and Electrical Services Upgrade project with its Craftsmanship Award.
- For the third consecutive year, AOC employees displayed great generosity by exceeding the fundraising goal for the 2012 Combined Federal Campaign, raising more than \$90,500 and surpassing the target goal of \$75,000. In addition, the AOC set an organizational record with achieving its highest-ever participation rate of 23.3 percent.

Conclusion

When President George Washington envisioned a Capitol for a new nation, he understood that it was more than just a building. It stood for the permanence and solidity of our country and our government. Today, the AOC is committed to ensuring that the physical structure that supports the symbol of our government remains permanent, along with the rest of the infrastructure that supports the Legislative Branch of our government.

In turn, Congress has been very supportive in investing the necessary resources in the AOC's efforts to preserve and maintain the national treasures entrusted to our care.

We have developed our Fiscal Year 2015 budget request through a deliberate planning process. We reviewed our priority list and made some difficult choices in our efforts to be good stewards and to practice fiscal responsibility. Using tools we developed based on industry's best practices, we have determined which projects should be done first and where limited resources are best used.

It is our ultimate goal to ensure that, in the not-so-distant future, there will no longer be a disconnect between the conditions you see when you look at our historic buildings up-close and from afar. Our mission is to improve the whole picture with regard to our facilities' overall condition.



AOC Overall FY 2015 Budget

SUMMARY OF TOTAL REQUEST

The table below identifies the Architect of the Capitol (AOC)'s total budget request by appropriation and funding type (Annual, Multi-Year or No-Year). The FY 2015 request reflects a budget based on the AOC's assessment of the requirements to perform its missions in support of Congress. The \$676.6 million budget request reflects a 0.7% decrease from the FY 2014 request of \$681.7 million.

Appropriation and Funding Type	FY 2013 Enacted ¹	FY 2014 Enacted	FY 2014 Request	FY 2015 Request	FY 2014 Enacted/2015 Difference		FY 2014 Request/2015 Difference	
					Amount	Percent	Amount	Percent
Operating Budget	88,734	89,678	99,500	94,816	5,138	5.7%	(4,684)	-4.7%
Multi-Year Projects	3,554	599	599	1,617	1,018	169.9%	1,018	-
Total Appropriation	92,288	90,277	100,099	96,433	6,156	6.8%	(3,666)	-3.7%
Operating Budget	23,789	24,036	25,535	24,778	742	3.1%	(757)	-3.0%
Multi-Year Projects	10,489	21,400	36,040	32,767	11,367	53.1%	(5,273)	-9.1%
No-Year Project (Drum)	-	15,940	-	-	(15,940)	-100.0%	-	-
Total Appropriation	34,278	61,376	61,575	57,545	(3,831)	-6.2%	(4,830)	-6.5%
Operating Budget	9,341	9,860	11,186	10,092	232	2.4%	(1,094)	-9.8%
Multi-Year Projects	-	4,000	2,266	4,274	274	6.9%	2,008	88.6%
Total Appropriation	9,341	13,860	13,452	14,366	506	3.7%	914	6.8%
Operating Budget	54,990	56,990	58,865	59,978	2,988	5.2%	1,113	1.9%
Multi-Year Projects	12,447	16,000	17,539	49,243	33,243	207.8%	31,704	180.8%
Total Appropriation	67,436	72,990	76,404	109,221	36,231	49.6%	32,817	43.0%
Operating Budget	46,005	62,522	65,927	67,275	4,751	7.6%	1,348	2.0%
Multi-Year Projects	43,263	9,100	43,162	41,659	32,559	357.8%	(1,503)	-3.5%
No-Year Project (House Historic Trust Fund)	28,443	70,000	70,000	70,000	-	0.0%	-	0.0%
Total Appropriation	117,710	141,622	179,089	178,934	37,312	26.3%	(155)	-0.1%
Operating Budget	81,169	84,178	86,759	84,604	426	0.5%	(2,155)	-2.5%
Multi-Year Projects	35,665	32,500	26,500	10,386	(22,114)	-68.0%	(67,433)	-68.8%
Total Appropriation	116,834	116,678	113,259	94,990	(21,688)	-18.6%	(18,269)	-16.1%
Operating Budget	24,423	24,860	26,155	25,435	575	2.3%	(726)	-2.8%
Multi-Year Projects	20,020	28,531	50,861	37,321	8,790	30.8%	(13,540)	-26.6%
Total Appropriation	44,443	43,391	77,016	62,756	9,365	17.3%	(14,266)	-18.5%
Operating Budget	17,091	17,534	19,101	18,514	980	5.6%	(587)	-3.1%
Multi-Year Projects	3,293	1,814	7,834	7,091	5,277	290.3%	(7,435)	-35.5%
Total Appropriation	20,384	19,348	26,935	25,605	6,257	32.3%	(1,330)	-4.9%
Operating Budget	11,377	9,774	12,136	9,993	219	2.2%	(2,143)	-12.7%
Multi-Year Projects	-	2,082	-	5,693	3,611	173.4%	5,693	-
Total Appropriation	11,377	11,856	12,136	15,686	3,830	32.3%	3,550	29.3%
Operating Budget	20,172	20,632	21,702	21,095	463	2.2%	(607)	-2.8%
Multi-Year Projects	-	-	-	-	-	-	-	-
Total Appropriation	20,172	20,632	21,702	21,095	463	2.2%	(607)	-2.8%
Operating Budget	377,090	400,064	426,866	416,580	16,516	4.1%	(10,280)	-2.4%
Multi-Year Projects	128,731	116,026	184,801	190,051	74,025	63.8%	5,250	2.8%
No-Year Projects	28,443	85,940	70,000	70,000	(15,940)	-18.5%	-	-
Total Funding	534,263	602,030	681,666	676,631	74,601	12.4%	(5,036)	-0.7%

Note: Due to rounding, numbers presented throughout this book may not add up to the totals provided.



AOC Overall FY 2015 Budget

AOC-WIDE ANALYSIS OF CHANGE

The table below identifies Architect of the Capitol changes from the FY 2014 request to account for the AOC FY 2015 budget request of \$676.6 million. Recognizing the current fiscal environment, this table identifies a 0.7% decrease from the AOC's FY 2014 request. The AOC's funding requirements to fully meet the needs of Congress are greater than the request as submitted; however, the AOC is committed to providing the most effective, economical and exceptional service with funds that Congress makes available.

	FY 2015 Agency Request	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	2,269	602,030
Non-Recurring Costs		
Multi-Year Projects.....		(116,026)
No-Year Projects		(85,940)
Total Non-Recurring Costs	-	(201,966)
Other Decreases		
Total Program Decreases	-	-
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		371
FY 2015 FEHB Employer Contribution Increase of 4.0%.....		571
FY 2015 Cost-of-Living Adjustment of 1.8%.....		2,767
FY 2015 Within Grade Increase.....		1,600
Total Mandatory Pay Related Costs	-	5,309
Price Level Changes:		
Operations (exclude Mandatory Pay and Utilities)		1,688
Total Price Level Changes	-	1,688
Program Increases:		
FTE Increase (Office of the Attending Physician).....	1	134
Operating Budget (excluding Payroll).....		9,384
Capital (Multi-Year) Projects.....		190,051
Capital (No-Year) Projects.....		70,000
Total Program Increases	1	269,569
Net Increase/Decrease	1	74,601
Total Appropriation	2,270	676,631

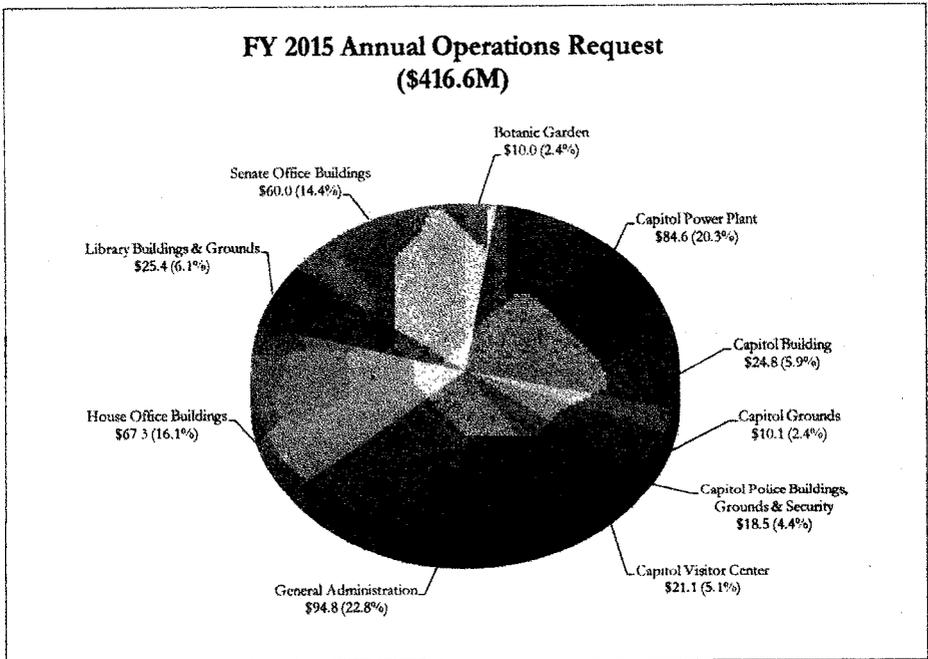


AOC Overall FY 2015 Budget

OPERATING BUDGET (ANNUAL) REQUEST

The Architect of the Capitol is requesting \$416.6 million in operating funds for FY 2015. This annual funding includes: payroll; facilities maintenance; information technology software and hardware; uniforms and safety apparel; vehicle fuel and leases; building leases; funding to enable the Office of the Inspector General to meet its mission; Capitol Power Plant maintenance and utilities; safety, fire and environmental operations; architectural and engineering services, and construction services; electronic systems such as the Legislative Clocks and audio systems; high voltage maintenance; grounds maintenance; Botanic Garden and Capitol Visitor Center exhibits; and Capitol Visitor Center visitor services and operations.

This chart below identifies the AOC's FY 2015 Operating Budget request by appropriation.





AOC Overall FY 2015 Budget

OPERATING BUDGET (ANNUAL) REQUEST (continued)

The table below identifies the request by Program Group.

Program Group	FY 2013 Enacted	FY 2013 Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Administrative	5,188	4,706	4,794	5,779	985
Architecture and Engineering Services	2,358	2,858	1,863	2,123	260
Curator	215	212	215	219	4
Construction Services	70	70	70	71	1
Electronic Systems	839	829	839	855	16
Exhibits	718	726	818	834	16
Facilities Maintenance	31,900	38,076	32,519	35,712	3,193
Furniture Repair	800	903	1,219	1,492	273
Grounds Maintenance	3,088	2,827	3,175	3,172	(3)
Information Resource Management	21,072	22,996	22,086	24,345	2,259
Inspector General	521	446	636	808	172
Jurisdiction Centralized Activities	22,175	21,504	38,943	42,567	3,625
Payroll	212,582	200,695	214,249	219,693	5,443
Power Plant Operations and Maintenance	9,351	9,836	9,712	9,897	185
Safety Eng. Ops and Maintenance	2,692	5,473	2,519	2,567	48
Visitor Services	1,500	2,072	2,106	2,146	40
Utilities	62,021	67,954	64,300	64,300	-
Total	377,090	382,182	400,064	416,580	16,516

The major Program Group changes are in Facilities Maintenance for maintenance services required AOC-wide; Information Resource Management requirements needed to support AOC's strategic vision and focus; Jurisdiction Centralized Activities for lease adjustments and training requirements; and Payroll adjustments for AOC-wide FY 2014-2015 estimated Cost-of-Living Adjustments (COLA) changes, Federal Employee Health Benefit adjustments, and Within Grade Increases.



AOC Overall FY 2015 Budget

PAYROLL SUMMARY

Payroll Funded - Pending Reassignment Summary (2015)								
Appropriation	FY 2014 Baseline	FY 2014 Annualize COLA 1.0% Increase ¹	FY 2015 FEHB 4.0% Increase	FY 2015 COLA 1.8% Increase ²	FY 2015 FTE Increase ³	FY 2015 Within Grade Increase	Total Changes	FY 2015 Budget Request
General Administration	54,849	94	102	616	134	413	1,359	56,208
Capitol Building	20,429	35	60	284	-	144	524	20,953
Capitol Grounds	6,460	11	20	89	-	48	167	6,627
Senate Office Buildings	40,450	71	129	568	-	301	1,069	41,519
House Office Buildings	46,746	72	125	579	-	310	1,086	47,832
Capitol Power Plant	9,755	16	24	122	-	72	233	10,014
Library Buildings & Grounds	16,269	27	49	217	-	120	413	16,682
Capitol Police Buildings, Grounds & Security	2,179	4	5	24	-	16	49	2,228
Botanic Garden	4,337	11	18	79	-	46	154	4,491
Capitol Visitor Center	14,711	30	40	189	-	130	390	15,100
Total	214,242	371	571	2,767	134	1,600	5,443	219,785

¹ Reflects three months remaining of GS FY 2014 Cost-of-Living Adjustment (COLA) rate increase of 1.0%.

² Reflects Congressional Budget Office predicted COLA rate increase of 1.8%.

³ Reflects mission program increase of one (1) FTE for the Office of the Attending Physician.

Payroll Funded FTEs					Project Funded FTEs ³	
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Changes ²	FY 2015 Request	FY 2012 Utilization	FY 2013 Utilization
General Administration	372	400	1	401	1	1
Capitol Building	208	222	4	226	1	-
Capitol Grounds	67	73	-	73	5	3
Senate Office Buildings	471	498	-	498	38	26
House Office Buildings	478	503	-	503	30	24
Capitol Power Plant	77	85	-	85	12	7
Library Buildings & Grounds	146	160	-	160	92	101
Capitol Police Buildings, Grounds, and Security	15	16	-	16	30	12
Botanic Garden	62	68	-	68	2	1
Capitol Visitor Center	206	244	(4)	240	-	-
Total	2,102	2,269	1	2,270	211	175

¹ Reflects hiring slowdown due to sequestration.

² Reflects mission program increase of one (1) FTE for the Office of the Attending Physician and realignment of four (4) FTEs from Capitol Visitor Center to Capitol Building for custodial services support.

³ Reflects actual utilization of project-funded temporary employees (mostly from Construction Division). Projects primarily funded from Minor Construction (Multi-Year Appropriation) and Facilities Maintenance (Annual Appropriation).

Appropriation	FY 2012 Actual	FY 2013 Actual
General Administration	723	412
Capitol Building	238	159
Capitol Grounds	81	37
Senate Office Buildings	399	296
House Office Buildings	590	369
Capitol Power Plant	140	73
Library Buildings & Grounds	247	109
Capitol Police Buildings, Grounds, and Security	34	20
Botanic Garden	74	96
Capitol Visitor Center	251	123
Total	2,777	1,696

AOC cash awards are discretionary funds and determined during the year of execution. Awards reflect performance and on-the-spot awards for exceptional contributions to the AOC mission in support of Congress.



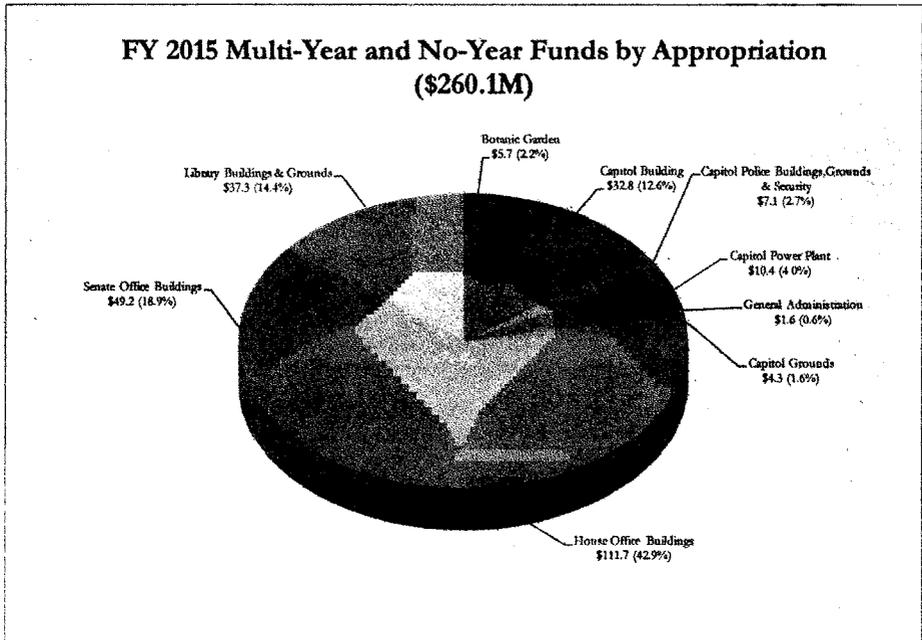
AOC Overall FY 2015 Budget

MULTI-YEAR AND NO-YEAR FUNDING REQUEST

The Architect of the Capitol's Multi-Year and No-Year request is \$260.1 million. The Multi-Year/No-Year budget includes \$156.5 million in Line Item Construction Program (LICP) projects. In addition, the request includes the following non-LICP Multi-Year items and the single No-Year item:

- House Historic Buildings Revitalization Trust Fund, No-Year (\$70 million);
- Minor Construction (\$27.1 million);
- House Chief Administrative Officer Projects (\$4.162 million);
- Cogeneration Construction and Contract Management, CPP (\$1.7 million); and
- Conservation of Fine Art and Architecture Art, GA (\$0.599 million).

The chart below identifies the AOC Multi-Year and No-Year request by appropriation.

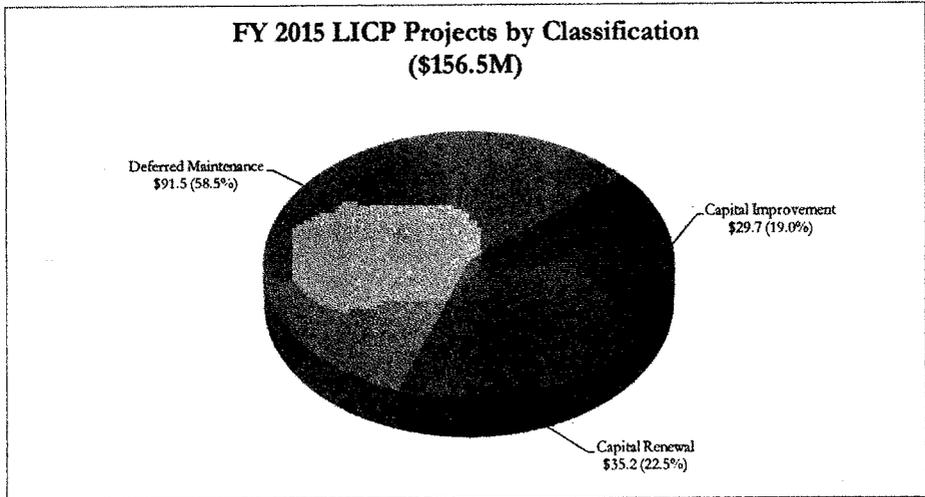




AOC Overall FY 2015 Budget

MULTI-YEAR AND NO-YEAR FUNDING REQUEST BY LINE ITEM CONSTRUCTION PROGRAM CLASSIFICATION

The Architect of the Capitol categorizes major projects, or Line Item Construction Program (LICP) projects in four classifications: Deferred Maintenance (maintenance, repair or replacement past due); Capital Renewal (replacing in kind); Capital Improvement (making improvements that provide greater capability than existing systems); and Capital Construction (new construction). The following pie chart breaks the AOC's FY 2015 budget request into these categories.



Using the draft Five-Year Capital Improvements Plan, Facility Condition Assessments, and the Capitol Complex Master Planning processes, the AOC identified the highest priority requirements to meet the needs of Congress and other clients. Funding of these projects will enable the AOC to continue to maintain and increase the life span of facilities and improve services ranging from preserving priceless artwork to replacing roofs to installing emergency generators to improving campus security. There is a balance in addressing Deferred Maintenance and Capital Renewal while also attending to necessary security requirements, energy-saving projects, code-compliance issues, historic preservation measures, and the needs of AOC clients.

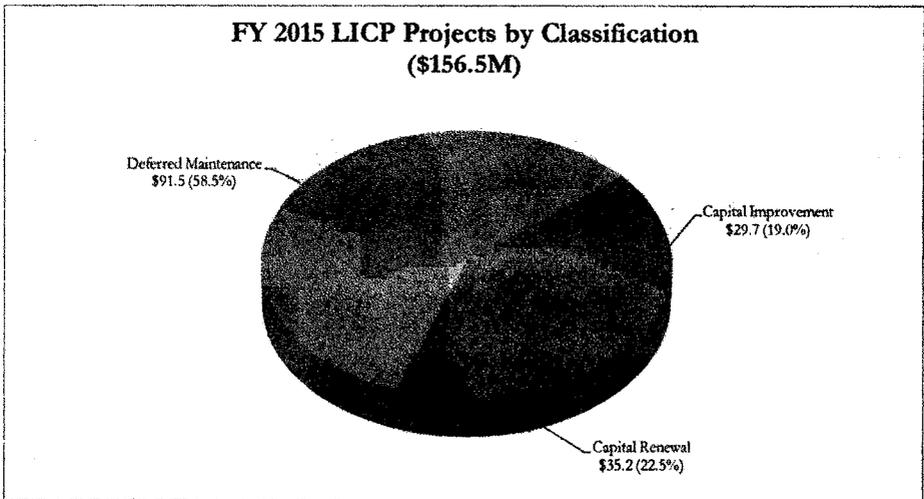
The AOC is requesting \$156.5 million for LICP projects which is a \$1.8 million or a 1.2% increase from our FY 2014 capital projects request of \$154.7 million. The AOC's Deferred Maintenance request is \$91.5 million. Although AOC's Deferred Maintenance backlog decreased by 12.5% (\$1.6 billion to \$1.4 billion) from FY 2012 to FY 2013, it is critical to continue to fund Deferred Maintenance to ensure that congressional operations are not significantly impacted by failing facilities or systems.



AOC Overall FY 2015 Budget

MULTI-YEAR AND NO-YEAR FUNDING REQUEST BY LINE ITEM CONSTRUCTION PROGRAM CAPITAL IMPROVEMENTS PLAN GOALS

The Architect of the Capitol also categorizes Line Item Construction Program (LICP) projects into various capital improvements plan goals: Regulatory Compliance; Security; Mission Accommodation; Preservation; and Sustainability, Energy and Water Conservation.



This chart does not depict life safety projects separately; however, many projects have elements of life safety (Elevator Modernization, JMMB; West Grand Stair Enclosure, CB; Dome Restoration, Phase IIC, Rotunda, USC; WRP Chiller System Replacement, RPR, Phase IIIS, CPP; Book Conveyor & Pneumatic Messenger System Removal & Infrastructure Repairs, JAB, LB&G; South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB, LB&G; Senate Underground Garage Renovations & Landscape Restoration, Phase I, SOB; Exterior Envelope Repair & Restoration, Phase II, East Façade, RSOB; Exterior Stone & Metal Preservation, South Extension, Phase IIA, USC; Light Pole Structural Repairs & Improvement, Phase II, GA; and Kitchen Exhaust System Upgrade, Phase II, DSOB).



AOC Overall FY 2015 Budget

RECOMMENDED LINE ITEM CONSTRUCTION PROJECTS

The Architect of the Capitol's capital budget request is focused on immediate urgency projects. The table below identifies the \$156.5 million of Line Item Construction projects that the AOC recommends for FY 2015 funding.

Priority	Title	Appropriation	Project Cost (\$000)	Project Urgency	Project Classification
1	West Grand Stair Enclosure, USC	CB	1,568	I	CI
2	Book Conveyor & Pneumatic Messenger System Removal & Infrastructure Repairs, JAB	LB&G	2,925	I	CI
3	North Stair Exit Stair B, TJB	LB&G	14,831	I	CI
4	South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB	LB&G	1,309	I	CI
5	Senate Underground Garage Renovations & Landscape Restoration, Phase I	SOB	30,596	I	DM
6	Garage Rehabilitation, Phase I, RHOB	HOB	30,497	I	DM
7	WRP Chiller System Replacement, RPR, Phase IIIS, CPP	CPP	4,686	I	DM
8	Small Arms Firing Range, RHOB Garage	CPBG&S	4,591	I	CI
9	Elevator Modernization, JMMD MC1-MC4; JAB 13-14	LB&G	3,404	I	DM
10	Infrastructure UPS Replacement, Main Data Center, Phase I, JMMD	LB&G	4,500	I	CI
11	Dome Restoration, Phase IIC, Rotunda, USC	CB	21,222	I	CR
12	Exterior Stone & Metal Preservation, South Extension, Phase IIA, USC	CB	2,527	I	DM
13	Exterior Envelope Repair & Restoration, Phase II, East Façade, RSOB	SOB	12,188	I	DM
14	Exterior Stone Repair & Roof Replacement, BG	BG	3,593	I	DM
15	Roof Repairs Design, TJB	LB&G	735	I	DM
16	Fall Protection, JMMD	LB&G	3,911	I	CR
17	Brumidi Corridors Restoration & Conservation Plan, USC	CB	3,950	I	CR
18	Summerhouse Restoration, CG	CG	2,274	H	DM
19	Direct Digital Controls Upgrade, Phase II, JMMD	LB&G	3,706	I	CR
20	Kitchen Exhaust System Upgrade, Phase II, DSOB	SOB	2,459	H	CR
21	Light Pole Structural Repairs & Improvement, Phase II, GA	GA	1,018	H	DM
Total			156,490		

Urgency Classification: I = Immediate; H = High; M = Medium; L = Low

Project Classification: DM = Deferred Maintenance; CR = Capital Renewal; CI = Capital Improvement; CC = Capital Construction



AOC Overall FY 2015 Budget

DEFERRED LINE ITEM CONSTRUCTION PROJECTS

The following projects are necessary to maintain and preserve the Capitol campus; however, in recognition of the austere fiscal environment, the Architect of the Capitol is recommending that the \$260 million in Line Item Construction Program projects be deferred to a future year. Until these projects are funded, the AOC will continue to apply Operations and Minor Construction funds to mitigate potential facility issues.

Title	Appropriation	Project Cost (\$000)	Project Urgency	Project Classification
Fire Damper and Smoke Control System Modifications, Starwell Pressurization/Protected Exit Path, Option I, JAB	LB&G	3,010	I	CI
Emergency Lighting System Upgrade, JAB	LB&G	3,238	I	CI
K-12 Fence Replacement, USCP	CPBG&S	4,119	I	CI
Chiller Replacement and Chilled Water System Expansion, Phase II, ACF	CPBG&S	960	I	CR
Garage Rehabilitation, Phase II, RHOB	HOB	29,168	I	DM
Offsite Delivery Screening Center, Phases I & II, CPBG&S	CPBG&S	1,192	I	CC
Emergency Generator Replacement, JMMB	LB&G	37,177	I	CI
Electrical Distribution Upgrade, ACF	CPBG&S	1,840	I	CR
Sustainable Site Demonstration Garden, Bartholdi Park, BG	BG	1,995	I	CI
Power Switchgear Replacement, USCP, HQ	CPBG&S	3,737	I	CR
Electrical Distribution Upgrade, ACF	CPBG&S	1,840	I	CR
Elevator Modernization, Center Core, ME 1,2,5 & 6, JMMB	LB&G	2,577	I	DM
Roof Replacement, PPBP & PPGP	CPP	2,500	I	DM
Stained Glass Window Repairs, South & Southwest Windows, Phase I, TJB	LB&G	3,000	I	DM
Garage Structural Repairs & Entry Improvements, West, Phase I, JAB	LB&G	7,936	I	DM
Taft Memorial Renewal, SOB	SOB	2,979	I	DM
East and West Main Pavilion Roof Replacement, TJB	LB&G	5,858	I	DM
Air Handling Unit & Fan Replacements, Phase I, USC	CB	9,847	I	DM
Kitchen Renovation, Senate, USC, Kitchen Exhaust, USC	CB	13,187	I	DM
Water Infiltration Upgrades, Phase I, JMMB	LB&G	17,311	I	DM
Fire Sprinkler Corrosion Repair Pilot, JAB	LB&G	1,900	I	DM
Domestic Water, Storm, Sanitary and Vent Piping Replacement, USC	CB	3,553	I	DM
Renewal Study, LOC	LB&G	500	I	CR
HVAC Modernization, Phase I, HSOB	SOB	10,687	I	CR
HVAC Installation, Main Data Center, JMMB	LB&G	5,130	I	CI
Exterior Envelope Rehabilitation, HSOB	SOB	1,132	H	DM
Water Infiltration Repairs, Ft. Meade	LB&G	1,000	H	DM
Building Infrastructure Rehabilitation, RSOB	SOB	3,650	H	CR
Building Performance Improvements, JMMB	LB&G	1,335	H	CR

Urgency Classification: I = Immediate; H = High; M = Medium; L = Low

Project Classification: DM = Deferred Maintenance; CR = Capital Renewal; CI = Capital Improvement; CC = Capital Construction



AOC Overall FY 2015 Budget

DEFERRED LINE ITEM CONSTRUCTION PROJECTS (continued)

Title	Appropriation	Project Cost (\$000)	Project Urgency	Project Classification
Laylight Conservation, House & Senate Extensions, USC	CB	3,757	H	CR
Fire Alarm System Replacement, LIIOB	HOB	10,523	H	CR
Fire Alarm and Audibility Upgrades, JAB	LB&G	453	H	CR
Wall Decoration Restoration, Senate Reception Room, USC	CB	350	H	CR
Prescriptive Egress Improvements, HSOB	SOB	957	H	CI
Uninterruptible Power Supply System, USCP HQ	CPBG&S	4,441	H	CI
Stair Handrails Upgrades, JMMB	LB&G	673	H	CI
ACF Land Purchase	CPBG&S	5,534	H	CC
UPS and Power Systems for Electronic Sensitive Equipment, Phase I, PCAVC	LB&G	10,556	H	CI
Kitchen Upgrade, LHOB	HOB	11,594	H	CI
Exterior Way Finding, LOC	LB&G	400	H	CI
ABA Tenant Fit Out, JMMB	LB&G	500	H	CI
Air Intake Tunnels Replacement, USC	CB	665	H	DM
Fireplace Exhaust Fans Replacement, USC	CB	4,039	H	DM
Pressure Reducing Valve Station & Water Heater Replacement, LHOB	HOB	1,320	H	CR
Neptune Fountain Renovation, TJB	LB&G	800	H	CR
Electrical Branch Circuit Wiring Replacement Study, USC	CB	1,000	H	CR
Fire Alarm System Upgrade, Phase II, HSOB	SOB	12,000	H	CR
NW Courtyard Renovation, TJB	LB&G	1,500	H	CI
Cafeteria Renovation, FHOB	HOB	660	H	CI
Interior Way Finding, LOC	LB&G	760	H	CI
Emergency Power Upgrade, USC	CB	1,000	H	CI
Escalators Removal and Infill, 1-4, JMMB	LB&G	1,232	H	CI
West Stair Handrails, TJB	LB&G	695	H	CI
Reprographics Area Upgrade, DSOB	SOB	2,194	M	CI
Total		259,961		

Urgency Classification: I = Immediate; H = High; M = Medium; L = Low

Project Classification: DM = Deferred Maintenance; CR = Capital Renewal; CI = Capital Improvement; CC = Capital Construction

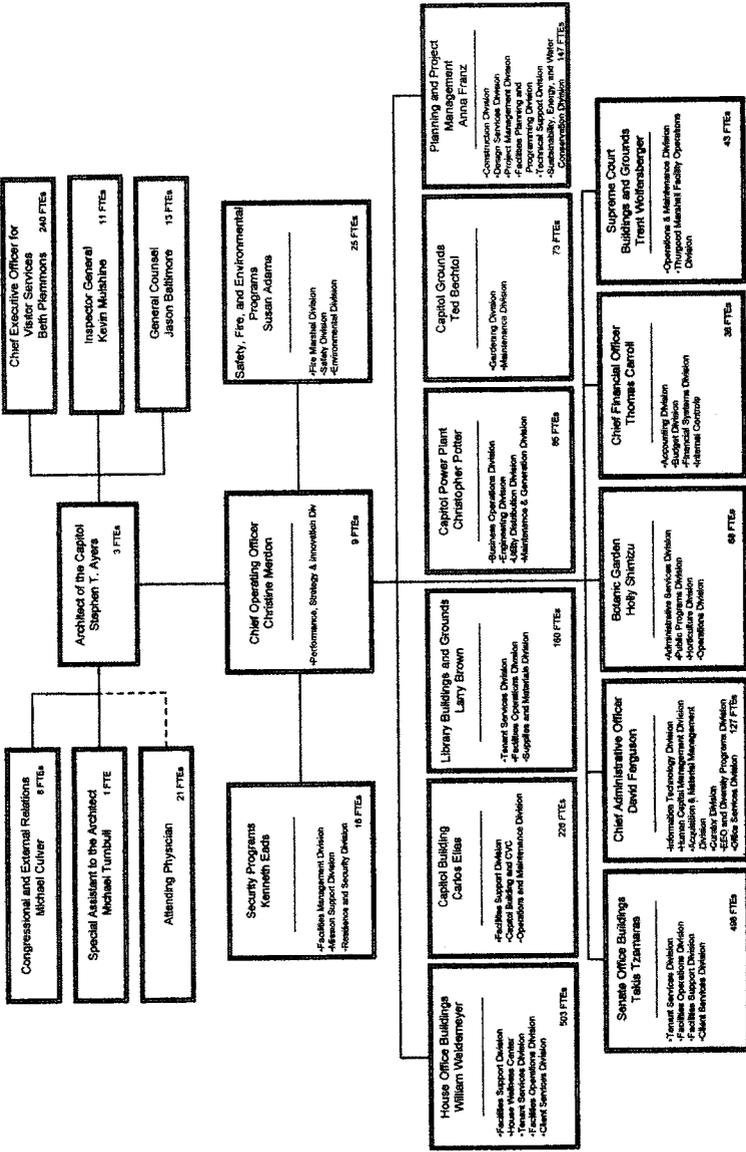


Legislative Language

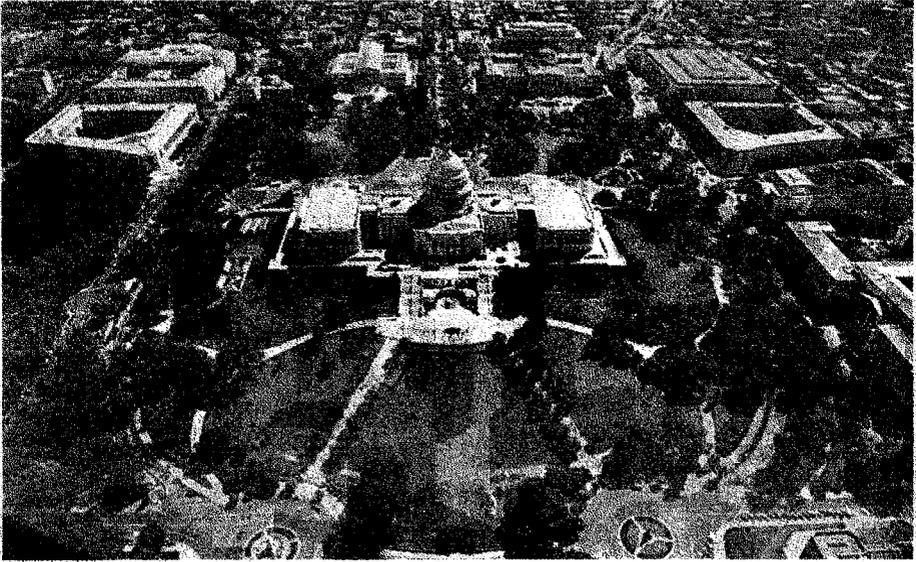
The Architect of the Capitol is not submitting language for consideration in the Fiscal Year 2015 budget process.



Architect of the Capitol



General Administration



AOC MISSION

To serve Congress and the Supreme Court, preserve America's Capitol, and inspire memorable experiences.

RESPONSIBILITIES IN SUPPORT OF AOC MISSION

The General Administration (GA) jurisdiction provides direct support to the organization to ensure that the Congress is able to perform its responsibilities to enact legislation for governance of the United States.

The General Administration appropriation is responsible for Capitol campus-wide architectural and engineering design; project management and construction management; property management; Architect of the Capitol planning and development; congressional election year move designs; in-house construction efforts for major projects across the Capitol campus; information technology services, systems and tools, including work order management systems; safety, fire marshal and environmental monitoring services and reporting; emergency operations; financial management to include budget, accounting, financial systems, and inventory management systems; legal services; human capital management; communications; congressional relations; procurement, including major construction contracts, service contracts, small purchases, and leases; management of historic preservation, sustainability, energy and water conservation programs; high voltage operations; maintenance of street lights, generators and high voltage electrical infrastructure; audio/visual support for hearings and special events such as the State of the Union Address and the Presidential Inaugural. The GA jurisdiction also includes the Office of Inspector General which is responsible to promote economy and efficiency and to prevent and detect fraud, waste and abuse in AOC operations.



General Administration

The General Administration appropriation includes the following offices:

Chief Administrative Officer (CAO) - provides Architect of the Capitol-wide services that include: legal counsel; information technology; human capital management; Equal Employment Opportunity and diversity programs; acquisition, material management, and procurement; external media, and congressional relations; preservation of heritage assets, and curator expertise; and office supplies/services.

Chief Financial Officer (CFO) - provides management oversight and direction for Architect of the Capitol financial management programs, resources and services including: accounting, budgeting, and financial/inventory management systems.

Office of Inspector General (OIG) - conducts independent audits and investigations; reviews and evaluates AOC operations to promote economy and efficiency of operations; and to prevent and detect fraud, waste and abuse. The OIG reviews existing/proposed regulations, orders, and policies for compliance.

Planning and Project Management (PPM) - provides long-range facility planning, design and construction services, project management and other technical services in support of projects; conducts building performance audits, retro-commissioning and Facility Condition Assessments; manages a sustainability, energy and water conservation program to develop and implement energy savings initiatives; provides project funded in-house construction services; provides facility management services of large critical campus wide systems that span across jurisdictions including electrical distribution, emergency generators, cable television and legislative clocks; and provides special event setup support to the Congress.

Safety, Fire and Environmental Programs (SFEP) manages the AOC's safety, fire, environmental and emergency preparedness programs and activities; provides policy, technical expertise and guidance, and program planning; and serves as the AOC point of contact with external safety and environmental regulatory agencies.

FACILITY SUMMARY:

Division	Location	Year	Count	Area (sq. ft.)	Contract Award	Contract End	FY 2015 Total Cost	
Construction Division	Shops	Washington, DC	1982	31	15,225	\$374,000	\$50,000	\$424,000
				Total	15,225	\$374,000	\$50,000	\$424,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructure that is past due causing failure or partial failure.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by aged building components prior to failure.

Backlog equals total Deferred Maintenance plus Capital Renewal expected to become Deferred Maintenance within a five-year window.

Lease Type	Location	Area (square feet)	Leased from	Contract Award Date	Contract End Date	FY 2015 Total Cost	
Construction Division	Warehouse	Alexandria, VA	36,150	GSA	Feb 2006	Sep 2017	\$570,338

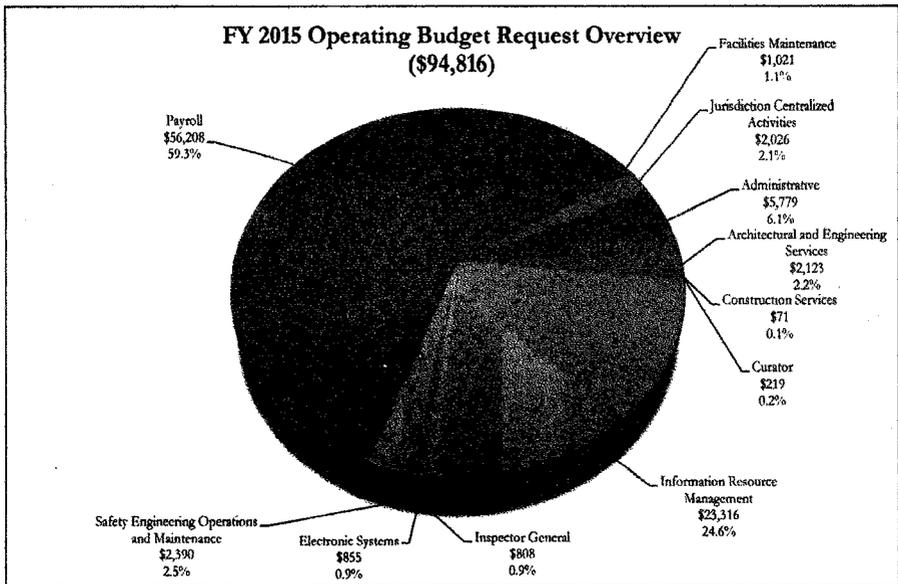


General Administration

OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the General Administration appropriation funds all costs associated with Architect of the Capitol central office salaries, operations, activities, and programs. The budget is divided into functional area Program Groups: Administrative; Architectural and Engineering Services; Construction Services; Curator; Electronic Systems; Facilities Maintenance; Inspector General; Information Resource Management; Jurisdiction Centralized Activities; Payroll; and Safety Engineering Operations and Maintenance.



The **Payroll** Program Group accounts for 59.3% of the GA budget and funds salaries and benefits for employees specifically supporting the appropriation. Of the Payroll funding requested: approximately 54% is for Project Delivery; 25% is for Facility Maintenance; 12% is for Client Services (direct support to Congress and staff); 6% is for Jurisdictional Support Services (labor integral to AOC operations such as human capital management, information technology systems and tools, financial management, legal support, campus-wide safety and environmental staff, and investigations and audits); and 3% is for the AOC Curator heritage asset program (preservation and restoration of priceless art and architectural features).



General Administration

OPERATING BUDGET SUMMARY (continued)

The **Information Resource Management** Program Group accounts for 24.6% of the General Administration budget and funds the procurement, operations and maintenance of information technology for computer hardware, software and license support including a human capital management system. It provides contractor technical support services for data centers, user helpdesk support, project management, information security, Architect of the Capitol communication equipment and services, and funds business modernization projects. Of the requested funds of this program approximately:

Sixty percent (60%) is for contractual operations support (i.e. general help desk and financial management software) such as: network security certification and accreditation; security awareness training; hardware and software maintenance agreements for equipment and licenses; replacement for equipment at its end of life, such as servers; and information technology consumables, such as printer cartridges.

Seventeen percent (17%) is for human capital management software system, including pre-negotiated AOC enterprise-wide human capital management software.

Eleven percent (11%) supports Information Resource Management business modernization efforts.

Eight percent (8%) is for Information Resource Management communication efforts to provide circuits for connectivity between the buildings on the Capitol campus and the Alternate Computer Facility; and funding enterprise desk and mobile phones, data services, and emergency response coordination.

Four percent (4%) is for the Computer-Aided Facility Management system licenses and support used for relational databases and electronic representations of facilities to manage, analyze, and control facility data as well as planning, oversight, deployment and support of Facility Management tools and business processes including Computerized Maintenance Management Systems, Geographic Information Systems and the Emergency Operations Center requirements account to maintain the AOC's enterprise-wide emergency response system.

The **Administrative** Program Group accounts for 6.1% of the GA budget. The largest item is AOC-wide Transit Benefit Subsidies at 30%. It funds printing and reproduction; office equipment and supplies; postage and metered mail; graphic design; centralized vehicle leases, operations and maintenance; and payroll processing support from the National Financial Center. It includes consultant services and ongoing agency-wide strategic planning, performance improvement, and best practices research.

The **Safety Engineering Operations and Maintenance** Program Group is 2.5% of the GA budget. This provides sampling and analysis (air, water, waste, storage tanks, etc.); hazardous waste disposal; education and communication materials; subscriptions and regulatory updates; consultant support for assessments, analysis, inspections, testing, technical reviews and program planning for the AOC's safety, fire environmental and emergency preparedness programs. It also includes funds for the operations and maintenance of AOC-wide automatic defibrillators to replace units at the end of their service life.

The **Architectural and Engineering Services** Program Group is 2.2% of the GA budget. This provides the capability to supplement in-house planning, design and construction organizations with contracted services for Line Item Construction Projects, Facility Condition Assessments, Accessibility Programs, Historic Preservation Program, Building Performance Audits, Retro-commissioning, and the Capitol Campus Master Plan.

General Administration



OPERATING BUDGET SUMMARY (continued)

The **Jurisdiction Centralized Activities Program Group** accounts for 2.1% of the General Administration budget. This provides for Architect of the Capitol required training for GA staff, such as: Construction and Facility Management Industry training; mandatory trade-specific safety training; professional training; and technical core competency training. It also provides funds for emergency preparedness: planning for and responding to fires, spills, pandemic flu, appropriations lapse, earthquakes, tornados, and other weather emergencies; coordinating with the United States Capitol Police; and supporting the Congress during emergencies. Funds are included for systems and equipment for the AOC's primary and backup emergency operations centers, as well as emergency preparedness and response capabilities at off-site locations managed by the AOC.

The **Facilities Maintenance Program Group** accounts for 1.1% of the GA budget. This funds the maintenance of 12 high voltage and 37 low voltage electrical substations, 37 emergency generators, and over 1,500 light poles and 300,000 Building Automation System control devices. This Program Group also funds the indirect cost for the Construction Division, its shops at D.C. Village, and leased warehouses.

The **Inspector General Program Group** accounts for 0.9% of the GA budget. This provides the capability for the Office of the Inspector General to carry out the requirements set forth in the Architect of the Capitol Inspector General Act of 2007. Of the OIG funding requested, 49% is for the OIG operations including audits, evaluations and investigations and 51% of the request is for the AOC financial statement audit.

The **Electronic Systems Program Group** is 0.9% of the GA budget. This funds the capability to maintain electronic systems throughout the Capitol campus: cable television; tunnel radio communications systems; legislative clocks and call systems; Building Automation System intranet; and hearing room audio systems.

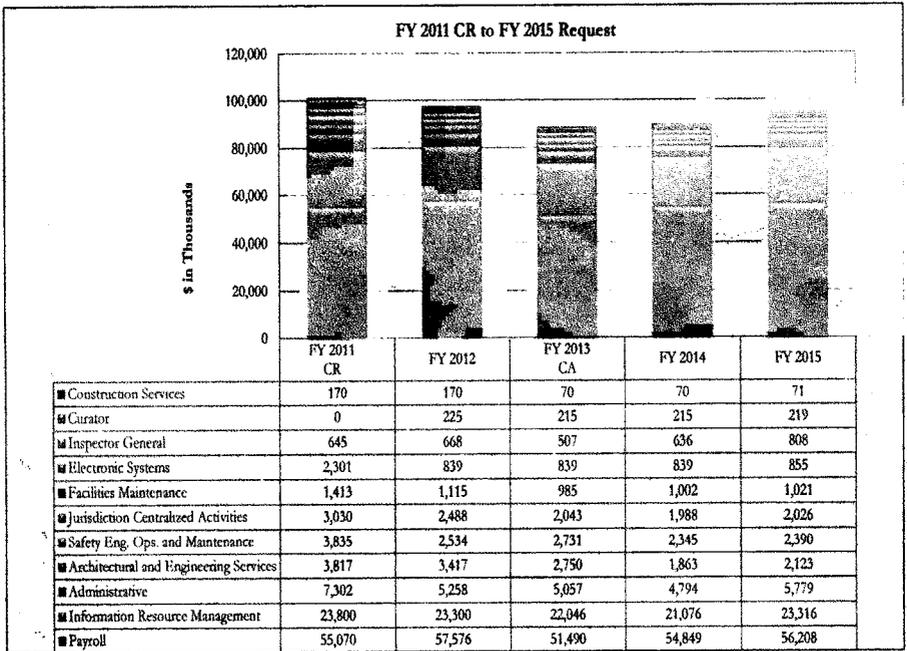
The **Curator Program Group** accounts for 0.2% of the GA budget. The AOC Curator provides stewardship, of invaluable heritage assets including architectural art, e.g. murals and the Statue of Freedom, and joint fine and decorative art, National Statuary Hall statues. Ongoing conservation and follow-up maintenance is critical to keep heritage assets in good condition. Paint studies support accurate restoration of historic areas. The Curator promotes preservation awareness through educational programs and facilitates historical research. The group preserves and makes available archives of architectural drawings, textual records, and photographs. It is responsible for critical photo documentation of contractual projects, congressional events, and supports publications and exhibits.

The **Construction Services Program Group** is 0.1% of the GA budget. This provides the capability to provide accurate, independent cost estimating services in support of project delivery. Contracting on indefinite quantity basis with firms specializing in estimating is a cost effective way of meeting the fluctuating demand in this area without adding full time equivalent staff.



General Administration

FUNDING OVERVIEW



FY 2013 payroll excludes the Employees' Compensation Fund (H.R. 933 – P.L. 113-6, sec 1606).

General Administration



BUDGET SUMMARY

General Administration appropriation is responsible for the central administration; financial management; general counsel; safety; human resources; AOC-wide architecture and engineering design, project management and construction management; property management; AOC planning and development; communications; information resources; congressional relations; procurement; management of the Energy Program; and the Office of Inspector General.

Total Budget (2015)					
Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Operating Budget	88,734	89,621	89,678	94,816	5,138
Multi-Year Projects	3,554	498	599	1,617	1,018
Total	92,288	90,120	90,277	96,433	6,156

Operating Budget (2015)					
Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Administrative	5,057	4,706	4,794	5,779	985
Architectural and Engineering Services	2,750	2,858	1,863	2,123	260
Construction Services	70	70	70	71	1
Curator	215	212	215	219	4
Electronic Systems	839	829	839	855	16
Facilities Maintenance	985	955	1,002	1,021	19
Information Resource Management	22,046	21,439	21,076	23,316	2,239
Inspector General	507	446	636	808	172
Jurisdiction Centralized Activities	2,043	1,812	1,988	2,026	38
Payroll	51,490	50,965	54,849	56,208	1,359
Safety Eng. Ops. and Maintenance	2,731	5,329	2,345	2,390	45
Annual-Funded Projects	-	-	-	-	-
Total	88,734	89,621	89,678	94,816	5,138

Multi-Year Projects (2015)					
Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Total	3,554	498	599	1,617	1,018

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriation.



General Administration

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Partial Funded					
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
General Administration	372	400	-	1	401

¹FTE under utilization represents AOC hiring slowdown due to sequestration.

Request includes one FTE for the operation of the Office of the Attending Physician in the Russell Senate Office Building.

Object Class					
Object Class		FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2014/2015 Difference
11	Personnel Compensation	38,387	40,588	41,594	1,006
12	Personnel Benefits	12,868	14,261	14,614	353
21	Travel	160	193	193	-
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	611	787	787	-
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	31,338	29,360	33,183	3,823
26	Supplies and Materials	1,599	1,338	1,831	493
31	Equipment	3,501	3,747	4,147	400
32	Land and Structures	92	-	80	80
42	Insurance Claims and Indemnities	-	3	3	-
Total		88,557	90,277	96,433	6,155

¹ FY 2013 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.

General Administration



FY 2015 ANALYSIS OF CHANGE

	FY 2015 Appropriation	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	400	90,277
Non-Recurring Costs		
Conservation of Fine and Architectural Art, GA.....		(599)
Other Decreases		
Total Program Decreases		(599)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		94
FY 2015 FEHB Employer Contribution of 4.0%.....		102
FY 2015 Cost-of-Living Adjustment of 1.8%.....		616
FY 2015 Within Grade Increase.....		413
Total Mandatory Pay Related Costs		1,225
Price Level Changes		
Administrative.....		91
Architectural and Engineering Service.....		35
Construction Services.....		1
Curator.....		4
Electronic Systems.....		16
Facilities Maintenance.....		19
Information Resource Management.....		400
Inspector General.....		12
Jurisdiction Centralized Activities.....		38
Safety Eng. Ops. and Maintenance.....		45
Total Price Level Changes		662
Program Increases:		
Administrative.....		893
Architectural and Engineering Service.....		225
Inspector General.....		160
Information Resource Management.....		1,839
FY 2015 Payroll (FTE Increase).....	1	134
Multi-Year Projects:		
Light Pole Structural Repairs & Improvements, Phase II, GA.....		1,018
Conservation of Fine and Architectural Art, GA.....		599
Total Program Increases	1	4,869
Net Increase/Decrease	1	6,156
Total Appropriation	401	96,433



General Administration

SUMMARY OF CHANGES

The Operating Budget component of the General Administration appropriation funds all costs associated with the Architect of the Capitol, central office salaries, operations, activities, and programs. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2014/2015 Difference
Administrative	4,794	-	91	893	5,779	985
Architectural and Engineering Services	1,863	-	35	225	2,123	260
Construction Services	70	-	1	-	71	1
Curator	215	-	4	-	219	4
Electronic Systems	839	-	16	-	855	16
Facilities Maintenance	1,002	-	19	-	1,021	19
Information Resource Management	21,076	-	400	1,839	23,316	2,239
Inspector General	636	-	12	160	808	172
Jurisdiction Centralized Activities	1,988	-	38	-	2,026	38
Payroll	54,849	-	1,225	134	56,208	1,359
Safety Eng. Ops. and Maintenance	2,345	-	45	-	2,390	45
Total	89,678	-	1,887	3,252	94,816	5,138

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of \$662 due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Administrative

The Administrative Program Group funds printing and reproduction; office equipment and supplies; postage and metered mail; graphic design; vehicles leases, operations and maintenance; and professional support and consultant services.

Increase of \$893K reflects the renewal of contractual services for an on-going Internal Controls Support, Monitoring Software (\$245,328); Required payment to GPO for photo copier papers, envelopes, and printed materials previously provided at no-cost to AOC (\$359,785); and non-recurring contractual services for Executive Management support for improved customer satisfaction, increased employee productivity, and better organizational transparency (\$288,377).



General Administration

SUMMARY OF CHANGES (continued)

Architectural and Engineering Services

The Architectural and Engineering Services Program Group funds contractual architect and engineering services for the preparation of planning documents and associated planning efforts, Programs of Requirements, conceptual designs and studies, architectural and engineering design services, and other services related to project delivery, Facility Condition Assessments, Accessibility Programs, Historic Preservation Program, Building Performance Audits, Retro- commissioning and the Capitol Campus Master Plan for the AOC and its clients.

*Increase of \$225K reflects a **non-recurring** AOC effort to comprehensively design and implement a campus-wide pedestrian accessibility program to improve and adhere to the Universal Accessibility Policy and Standards, the American with Disabilities Act, and to address barriers identified by the Office of Compliance.*

Construction Services

The Construction Services Program Group funds miscellaneous administrative construction services, to include contracting with firms specializing in cost estimating of construction projects.

Curator

The Curator Program Group funds the conservation of joint paintings, sculptures, and decorative objects and gilded picture and mirror frames located in the Capitol Building and in the Capitol Visitor Center. It provides funding for maintaining and updating displays in the Capitol Building and for paint analysis.

Electronic Systems

The Electronic Systems Program Group funds the maintenance of electronic systems throughout the Capitol campus, to include cable systems, radio communications and paging systems, the legislative clock and call systems, and hearing room audio systems.

Facilities Maintenance

For the General Administrative appropriation, the Facilities Maintenance Program Group funds efforts that are different than those funded by other jurisdictions' Facilities Maintenance. These include: substation equipment and repairs, maintenance of the Energy Management and Control System; purchase of codes and manuals, general administrative costs for the Construction Division, and maintenance of the Construction Division shop facility at D.C. Village.

Inspector General

The Inspector General Program Group enables the AOC Inspector General to carry out the requirements set forth in the Architect of the Capitol Inspector General Act of 2007. These include: the annual financial statements audit, transcription services and audit, investigative tools, and trainings. The payroll funds for the OIG are included in the Payroll Program Group.

Increase of \$160K reflects funding to support the new contractual audit needed for the Cannon Renewal, Co-generation, Dome Rehabilitation efforts, and includes investigator audit material and equipment.



General Administration

SUMMARY OF CHANGES (continued)

Information Resource Management

The Information Resource Management Program Group funds procurement, operations and maintenance of information technologies, to include computer hardware and software (and user licenses) support; contractor technical services support for computer systems and web sites; and automated systems including the Financial Management System, the Human Resources Management System, and the Computer-Aided Facility Management Program.

The program increase of \$1,839K reflects non-recurring requirements needed to support the AOC's strategic vision and focus:

- **(\$230K)** Requested increase to refurbish the application used during each Congressional Transition for office suite selection, including providing 3-D tour views with photographs and furniture layouts.
- **(\$519K)** This funding is requested to integrate safety, fire, and environmental knowledge into facilities management systems.
- **(\$570K)** This request reflects the need for a project centric accounting system to centralize and automate project budget formulation, implement planned financial, performance data source, and cost accounting system.
- **(\$150K)** Requested increase reflects the need for geo-location tagging of select facility management information and computer aided drawings (CAD).
- **(\$120K)** Requested increase will provide funds for implementation of inventory, energy, and sustainability data streams and dashboard tools.
- **(\$250K)** Requested funding will enable the planned expansion of the archival and preservation of electronic records that have permanent and historic value.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; safety apparel; emergency preparedness; and gasoline and oil.

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay, and employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$1,359K of which include \$134K for one Occupational Health Nurse for the Office of the Attending Physician as well as net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.

General Administration



SUMMARY OF CHANGES (continued)

Safety Engineering Operations and Maintenance

For the General Administrative appropriation, the Safety Engineering Operations and Maintenance Program Group funds safety, fire marshal, and environmental activities including the following: contractual support for consultants; Capitol Campus automated external defibrillators, health, safety and environmental sampling and analysis; AOC hazardous waste disposal; underground storage tank monitoring; and operating expenses of the Safety, Fire and Environmental Programs Office.

CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or system replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs; with a focus on energy savings. It also includes Minor Construction funds that provide jurisdictions with the flexibility to respond to unforeseen requirements as generated from the Members, Committees, and other Architect of the Capitol clients.

Multi-Year Projects (\$000)		Request Amount
Line Item Construction Program Projects:		
Light Pole Structural Repairs & Improvements, Phase II, GA.....		1,018
	Total	1,018
Other Projects:		
Conservation of Fine and Architectural Art, GA.....		599
	Total	599
	Total Project Request	1,617



General Administration

Project Title: Light Pole Structural Repairs & Improvements, Phase II, GA

Request: \$1,018K



Project Description: The Architect of the Capitol has discovered a crucial design flaw with approximately 200 light poles on the Capitol Campus. These poles were originally designed and installed by the District of Columbia and were transferred to the care of the Architect of the Capitol before 1960. The affected poles, with the "bolt-to-insert" design, are at risk of failing under conditions of high wind or nearby vibration. Two light pole structural assessments have been performed with a third assessment to be awarded soon and a six phase construction program has been created. Phase I of the program will replace 35 poles with traffic signals that are most at risk of failure using end of year reprogrammed funds. This request will address Phase II of the program, which will include replacement of the concrete base and pole at 29 locations and replacement of only the concrete base at an additional 11 locations for a total of 40 bolt-to-insert type poles. This program will continue the process of eliminating this safety hazard from the Capitol campus.

Risk and Impact If Not Funded: The remaining bolt-to-insert light poles will continue to deteriorate.

- Increased life safety risks associated with falling light poles.
- Security concerns from out-of service lights.
- Loss of traffic signals and cameras mounted on deteriorating light poles creates risk of potential traffic accidents and risk to public safety.

Cost of Recurring Operations:

- At end of life, replacement cost of a light pole assembly is approximately \$25K to \$35K.
- A three year painting schedule at \$100K per year is required for repainting one third of the total number of light poles each year.

Citation Driven: No.

Client Request: No.

General Administration



Project Funding Request:

Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts during the day, M-F, No Weekends)	836
Construction Contingency (10% based on minimal risk of unknowns)	84
Subtotal	920
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (10.65% based on in-house management)	98
Design & Project Management	
USCP Overtime	
Subtotal	98
Total Request	1,018
Supplemental Data:	
1. Design Status:	
a. Design Start Date	June 2012
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	November 2013
2. Construction Status (Estimated):	
a. Construction Contract Award Date	October 2014
b. Construction Start Date	December 2014
c. Construction Completion Date	October 2015
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	0.6

Program Funding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study ¹	27	25	26	-	-	78
Design	-	-	-	-	-	-
Construction (Phase I) ²	-	987	-	-	-	987
Construction (Phase II)	-	-	-	1,018	-	1,018
Construction (Phase III)	-	-	-	-	576	576
Construction (Phase IV)	-	-	-	-	559	559
Construction (Phases V and VI)	-	-	-	-	900	900
Total	27	1,012	26	1,018	2,035	4,118

¹ Studies funded out of GA annual funds.

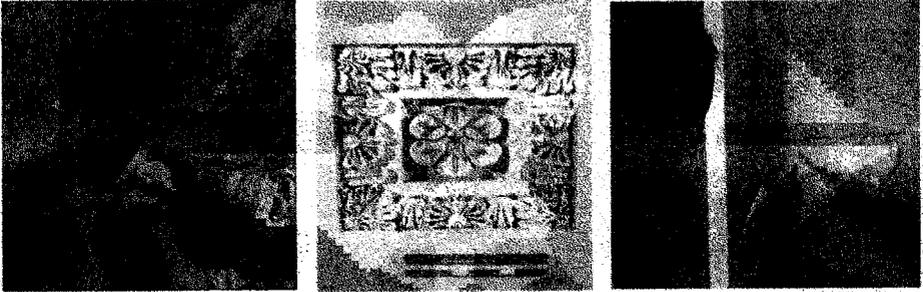
² Funding provided by end of year reprogrammed GA funds.



General Administration

Project Title: Conservation of Fine and Architectural Art, GA

Request: \$599K



Previously Requested From Congress: The Architect of the Capitol has requested funds for this effort (previously Conservation of Wall Paintings, in the Capitol Building appropriation for Annual funding since prior to Fiscal Year 2007. In the Fiscal Year 2007 request, the AOC identified the need for these funds to be appropriated as Multi-Year. In Fiscal Year 2012, the AOC requested an increase to \$550K due to increased wear and tear generated by additional visitors to the Capitol Visitor Center.

Project Description: This account provides for conservation of murals throughout the U.S. Capitol, including the House and the Senate sides, as well as statue and architectural art conservation. This long-range effort began with the Patent Corridor on the east side of the Capitol. The AOC program to restore and conserve all fine and architectural art in the Capitol focuses first on those that are in most need of restoration and preservation. An assessment is performed regularly and a prioritized list is refined based on conditions and schedule availability. Project duration is on-going. Congressional schedules and emergent conservation efforts require that the funds be Multi-Year.

Risk and Impact If Not Funded: Historic assets will continue to deteriorate, which may cause irreparable damage and loss of original material. The progress of the mural conservation program will be impeded, and additional high priority conservation projects will need to be deferred.

Program Funding Overview:

Conservation of Fine and Architectural Art - Total Summary (3)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Conservation	4,848	-	599	599	2,995	9,041

Capitol Building



AOC MISSION

To serve Congress and the Supreme Court, preserve America's Capitol, and inspire memorable experiences.

MISSION RESPONSIBILITIES

The Capitol Building (CB) Jurisdiction is responsible for the maintenance, repair, operations, mechanical and electrical infrastructure, heating, ventilation and air conditioning, plumbing, painting, cleaning and any construction concerning the U.S. Capitol or Capitol Visitor Center (CVC). In addition, the CB jurisdiction cares for and preserves the structural and architectural elements of the CVC. CB consistently strives to serve clients, the Congress, staff and public by managing facilities and operations in the most efficient fashion with the provided resources. The CB jurisdiction focuses on implementation of energy efficiency strategies, streamlined and flat organizational structure, implementation of facility management best practices and internal controls to ensure effective operations. Efforts in these areas provide the opportunity to accept various new mission requirements without the new resource requests. Additionally, the CB jurisdiction continues to achieve high client satisfaction ratings and ensure historic buildings perform to support the United States Congress in its legislative business.



Capitol Building

FACILITY SUMMARY

Facility Name/Type	Location	Number of Buildings	Number of Rooms	Area (sq. ft.)	Estimated Construction Cost	Estimated Maintenance Cost	Estimated Backlog
U.S. Capitol	Washington, DC	1793	220	939,341	\$104,360,000	\$217,431,000	\$321,791,000
Capitol Visitor Center	Washington, DC	2008	5	710,598	\$18,000	-	\$18,000
Total				1,649,939	\$104,378,000	\$217,431,000	\$321,809,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructure that is past due causing failure or partial failure.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by aged building components prior to failure.

Backlog equals total Deferred Maintenance plus Capital Renewal expected to become Deferred Maintenance within a five year window.

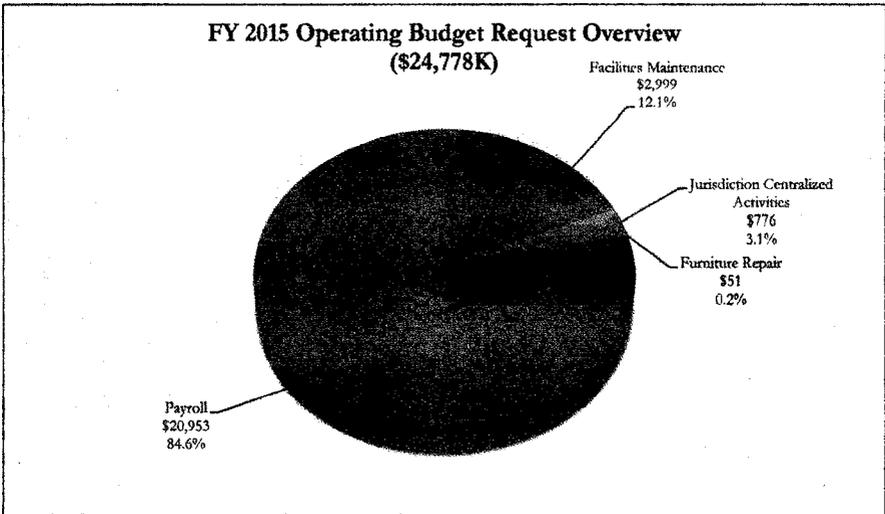
Capitol Building



OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the Capitol Building appropriation funds all costs associated with the daily care, maintenance and operation of the U.S. Capitol and the Capitol Visitor Center. The budget is divided into functional area Program Groups: Payroll, Facilities Maintenance, Jurisdiction Centralized Activities, and Furniture Repair.



The **Payroll** Program Group accounts for 84.6% of CB budget and funds salaries and benefits for employees specifically supporting the appropriation. This includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; and employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

The **Facilities Maintenance** Program Group accounts for 12.1% of Capitol Building budget and provides the capability to deliver exceptional service in caring for the CB and Capitol Visitor Center. Of the funding requested, approximately 48% provides for General Maintenance & Operations, 22% for General Repairs, 27% for Cleaning and 3% for the Senate, House, and CVC Restaurants Maintenance. This aligns with CB historical workload. CB completed 50,128 work orders in FY 2013 towards accomplishing their mission.



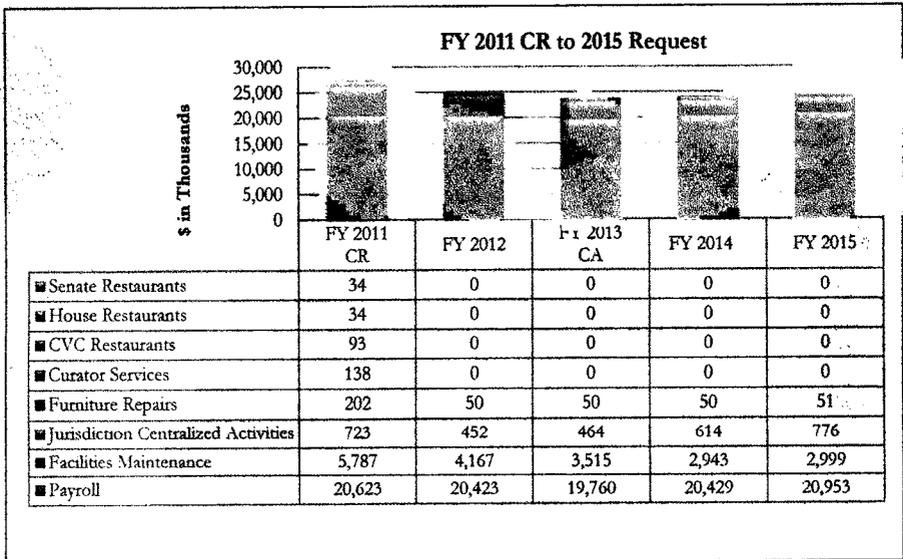
Capitol Building

OPERATING BUDGET SUMMARY (continued)

The **Jurisdiction Centralized Activities** Program Group accounts for 3.1% of CB budget and funds training, registration, and seminar fees; travel; uniform allowances; vehicles leases, operations and maintenance; safety apparel; emergency preparedness and gasoline and oil, as applicable.

The **Furniture Repair** Program Group accounts for less than 0.2% of CB budget and funds repairing furniture within the core spaces of the CVC. This provides the capability to procure routine furniture related minor repairs, materials and supplies.

FUNDING OVERVIEW





Capitol Building

BUDGET SUMMARY

The Capitol Building appropriation is responsible for the maintenance, repair, operations, mechanical and electrical infrastructure, heating, ventilation and air conditioning, plumbing, painting, cleaning and any construction concerning the U.S. Capitol. In addition, the Architect of the Capitol cares for and preserves the structural and architectural elements of the U.S. Capitol. As part of the integral maintenance of the U.S. Capitol, the AOC manages the facility maintenance for the Capitol Visitor Center.

Total Budget (2015)					
Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Operating Budget	23,789	23,355	24,036	24,778	742
Multi-Year Projects	10,489	4,129	21,400	32,767	11,367
No-Year Projects	-	42,691	15,940	-	(15,940)
Total	34,278	70,175	61,376	57,545	(3,831)

Operating Budget (2015)					
Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	3,515	3,730	2,943	2,999	56
Furniture Repair	50	50	50	51	1
Jurisdiction Centralized Activities	464	417	614	776	162
Payroll	19,760	19,159	20,429	20,953	524
Annual-Funded Projects	-	-	-	-	-
Total	23,789	23,355	24,036	24,778	742

Multi-Year and No-Year Projects					
Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Multi-Year Projects	10,489	4,129	21,400	32,767	11,367
No-Year Projects	-	42,691	15,940	-	(15,940)
Total	10,489	46,820	37,340	32,767	(4,573)

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Building

BUDGET SUMMARY (continued)

Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
Capitol Building	208	222	4	-	226

¹ FTE under utilization represents AOC hiring slowdown due to sequestration.

Realign four (4) FTEs from Capitol Visitor Center in order to provide janitorial services to the CVC. Contractual janitorial services provided to the CVC was discontinued due to sequestration.

Object Class	FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2014/2015 Difference
11 Personnel Compensation	15,428	15,445	15,730	285
12 Personnel Benefits	5,385	4,984	5,223	239
21 Travel	6	5	15	10
22 Transportation of Things	-	-	-	-
23 Rent, Communications and Utilities	-	-	-	-
24 Printing and Reproduction	-	-	-	-
25 Other Contractual Services	4,651	1,000	2,706	1,706
26 Supplies and Materials	2,542	1,000	1,946	946
31 Equipment	-	-	-	-
32 Land and Structures	48,980	38,942	31,925	(7,017)
42 Insurance Claims and Indemnities	-	-	-	-
Total	76,992	61,376	57,545	(3,831)

¹ FY 2013 Actuals represents total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.



Capitol Building

FY 2015 ANALYSIS OF CHANGE

	FY 2015 Appropriation	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	222	61,376
Non-Recurring Costs		
Exterior Stone & Metal Preservation, Phase I.....		(16,600)
Dome Restoration, Phase IIB, Interstitial Space, USC (No-Year).....		(15,940)
Brumidi Corridors Restoration and Conservation.....		(800)
Minor Construction.....		(4,000)
Other Decreases		
Total Program Decreases		(37,340)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		35
FY 2015 FEHB Employer Contribution of 4.0%.....		60
FY 2015 Cost-of-Living Adjustment of 1.8%.....		284
FY 2015 Within Grade Increase.....		144
Total Mandatory Pay Related Costs		524
Price Level Changes		
Facilities Maintenance.....		56
Furniture Repairs.....		1
Jurisdiction Centralized Activities.....		12
Total Price Level Changes		69
Program Increases:		
FTE Realignment from CVC.....	4	-
Jurisdiction Centralized Activities.....		150
Multi-Year Projects:		
Dome Restoration, Phase IIC, Rotunda, USC.....		21,222
Brumidi Corridors Restoration and Conservation Plan, USC.....		3,950
Exterior Stone & Metal Preservation, South Extension, Phase IIA, USC.....		2,527
West Grand Stair Enclosure, USC.....		1,568
Minor Construction.....		3,500
Total Program Increases	4	32,917
Net Increase/Decrease	4	(3,831)
Total Appropriation	226	57,545



Capitol Building

SUMMARY OF CHANGES

The Operating Budget of the Capitol Building appropriation funds all costs associated with the daily care, maintenance and operation of the U.S. Capitol and the Capitol Visitor Center. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Operating Program (\$000)						
Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	2,943	-	56	-	2,999	56
Furniture Repair	50	-	1	-	51	1
Jurisdiction Centralized Activities	614	-	12	150	776	162
Payroll	20,429	-	524	-	20,953	524
Total	24,036	-	593	150	24,778	742

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of \$69K due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Facilities Maintenance

The Facilities Maintenance Program Group funds annual building maintenance services required throughout the buildings under the appropriation's purview. It includes repairing and modifying air conditioning systems, electrical systems, elevators, masonry, and plumbing; custodial services; preventative interior and exterior building maintenance (e.g., painting, pointing, caulking, and surface preservation); insect and pest control; solid and bulk waste disposal; maintenance of fire alarm systems; chimney cleaning and repairs, and light systems maintenance.

Furniture Repair

The Furniture Repair Program Group funds repairing furniture within the core spaces of the CVC. This includes the procurement of routine materials and supplies, contractor services for upholstery and drapery work, and annual inventory of furniture stock items.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; vehicles leases, operations and maintenance; safety apparel; emergency preparedness and gasoline and oil, as applicable.

Increase of \$150K reflects election year moves.



Capitol Building

SUMMARY OF CHANGES (continued)

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; and employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$524K, reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.

CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or systems replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; construction; and necessary studies and designs. It also includes Minor Construction funds that provide the Jurisdiction with the flexibility to respond to unforeseen minor construction requirements as generated from Members, Committees, and other Architect of the Capitol clients.

Multi-Year Projects (\$000)	
	Request Amount
Line Item Construction Program Projects:	
Dome Restoration, Phase IIC, Rotunda, USC.....	21,222
Brumidi Corridors Restoration and Conservation Plan, USC.....	3,950
Exterior Stone & Metal Preservation, South Extension, Phase IIA, USC.....	2,527
West Grand Stair Enclosure, USC.....	1,568
Total	29,267
Other Projects:	
Minor Construction.....	3,500
Total	3,500
Total Project Request	32,767

Minor Construction

\$3,500K

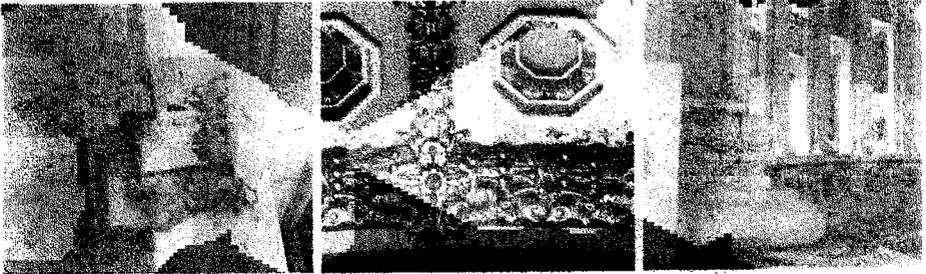
Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Capitol Building appropriation.



Capitol Building

Project Title: Dome Restoration, Phase IIC, Rotunda, USC

Request: \$21,222K



Project Description: This project is the final phase of a program to restore the Capitol Dome. Phases submitted in prior years include Phase IIA, which rehabilitates the Dome Exterior and Phase IIB, which modernizes the life safety systems, rain leaders/gutters, electrical upgrades, lead abatement and lighting. Phase IIC will address the interior walls, painted columns/pilasters, and coffered ceiling that have sustained significant water damage and paint delamination. The humidity and moisture infiltration has deteriorated the condition of the metal and in some areas of the coffered ceiling, daylight is visible. The Rotunda systems are also in need of upgrades to current codes. The project will include:

- Restoration of the Rotunda Interior of the Dome by:
 - Removing lead based paint, renovating the historic paint scheme, copper repairs at the inner skirt skylights, and stone work.
 - Upgrading mechanical and electrical systems to current codes and building standards.
 - Installing new communications and fire alarm systems, new energy efficient lighting and a new art monitoring system to collect data for the protection of historic paintings and sculptures.
- Installation of an interior suspended safety netting system to protect workers, members, and the public from potentially falling objects during the work.

Risk and Impact if Not Funded:

- Presently, the Rotunda interior walls and coffered ceiling have greatly deteriorated due to water, humidity, and moisture infiltration. General deterioration of the painted surfaces has propagated corrosion, paint delamination and created holes in the ceiling coffers. If this project is not funded the impact will be an increase in rust, corrosion, cracking, continued flaking of lead paint and breaking of architectural features. Prolonged deferment of this project would increase the potential for structural failure of metal anchors and ceiling attachments making the Rotunda unsafe to occupy.
- The existing lighting system has surpassed its useful life and fixtures are failing. The incandescent lighting is not energy efficient resulting in higher energy costs. The system does not provide the appropriate color rendition resulting in a less than desirable presentation of the Rotunda and its artwork. The fixtures are difficult to service and produce a high heat output. This is a risk to maintenance staff and a danger to visitors since the fixtures are within reach on the Dome tour route. Additionally, the excessive heat impacts the Rotunda artwork.
- If funding is not received by May 2015, project completion cannot be guaranteed before the 2017 inauguration which may result in increased project costs due to demobilization and remobilization of the project.

Capitol Building



Cost of Recurring Operations:

- A painting cycle rotation of every 8 years is required beginning in FY 2024 at a cost of \$3,800K per cycle. This includes the temporary covered walkway, scaffold and protective netting required in the Rotunda in order to accomplish the repainting.
- Routine preventative maintenance on equipment, systems cleaning and minor repairs on an annual basis beginning in FY 2016 at a cost of \$20K per year in order to preserve the Dome.

Citation Driven: No.

Client Request: No.

Project Request Estimate:

Dome Restoration, Phase IIC, Rotunda, USC (5000)	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts at night, M-F plus weekends)	12,787
Construction Contingency (20% based on risk of work location and potential increased cast iron deterioration)	2,558
Subtotal	15,345
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (22% due to increased commissioning and project documentation)	3,377
Design & Project Management	
USCP Overtime	1,000
Subtotal	4,377
Other	
Inaugural Schedule Contingency	1,500
Subtotal	1,500
Total Request	21,222
Supplemental Data:	
1. Design Status:	
a. Design Start Date	January 1999
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	March 2001
d. Completion of Revalidation Effort.	December 2012
2. Construction Status (Estimated):	
a. Construction Contract Option Award Date	March 2015
b. Construction Start Date	April 2015
c. Construction Completion Date	June 2016
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	9.4



Capitol Building

Program Funding Overview:

Task	Prior FY 2012 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	710	-	-	-	-	710
Design, Phase I	735	-	-	-	-	735
Design, Phase IA	81	-	-	-	-	81
Studies / Inspection	40	-	-	-	-	40
Design, Phase IB	73	-	-	-	-	73
Construction, Phase IB	2,500	-	-	-	-	2,500
Design, Phase IC	159	-	-	-	-	159
Construction, Phase IC, Skirt	-	-	-	-	-	-
Design, Phase II	1,120	-	-	-	-	1,120
Design, Phase II (Revalidation)	3,996	-	-	-	-	3,996
Construction, Phase IIA	-	58,070	-	-	-	58,070
Construction, Phase IIB	-	-	15,400	-	-	15,400
Construction, Phase IIC	-	-	-	20,222	-	20,222
USCP Overtime	-	1,480	540	-	-	3,020
Total	9,414	59,550	15,940	21,222	-	106,126



Capitol Building

Project Title: Brumidi Corridors Restoration & Conservation Plan, USC

Request: \$3,950K



Project Description: The purpose of the project is to complete conservation and restoration of the Brumidi Corridors. The ornately decorated Senate corridors were painted under the design and direction of Constantino Brumidi in the late 1850's, with additions in the 1870's. Painting techniques included tempera, oil, and fresco.

- Brumidi was a master of *buon fresco* (true fresco), a technique in which the artist rapidly paints on a moist mortar surface with a mixture of mineral colors and water.
- The factors that led to the corridors declining condition over the past 150 years include pollution from open windows, tobacco smoke, fireplace smoke and over-painting.
- Between 1985 and 2012 professional fine art mural conservators removed layers of over-paint and uncovered original designs and colors. During that time, areas of conservation and restoration included: the entire North Entry including walls, ceilings, and cornices; the 12 frescoed lunettes in the Patent, West, and North Corridors painted by Brumidi; wall panels in the Patent, West, and North Corridors; and the Trophy Room Ceiling.
- Phases of this project began in July 2012 resulting in completion of Trophy Room walls; Refectory Area walls; Zodiac Corridor walls and ceiling; Reception Area walls and ceiling; and Inner Corridor walls.
- Funding is requested to complete the project's remaining phases: Inner Corridor ceilings, Patent Corridor ceiling, North Corridor ceiling, West Corridor ceiling and East Entry Area.

Risk and Impact if Not Funded: Without a financial commitment to complete the multi-year plan, the Government will not retain the expert artisans currently assembled by the contractor and the conservation and restoration work in the Brumidi Corridors will stretch out for years to come. This project seeks to minimize long-term inconvenience to Congressional operations while conserving an important piece of American history.

Cost of Recurring Operations: Upon completion of the conservation and restoration efforts, the AOC will need to apply funds to maintain the Corridors. The AOC has requested \$599K for Conservation of the Fine and Architectural Art in FY2013. This is a 100K increase from previous years; however, the funds are applied to many conservation efforts in addition to the Brumidi Corridors.

Citation Driven: No.

Client Request: There is significant Member interest in this request.

Capitol Building



Project Request Estimate:

Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts during the day)	3,270
Construction Contingency and Escalation (20.8% due to location and sensitive nature of the work)	680
Subtotal	3,950
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (included in contingency and escalation)	-
Design & Project Management	-
USCP Overtime	-
Subtotal	-
Total Request	3,950

Supplemental Data:

- Design Status:**
 - Design Start Date: Not Applicable
 - Percentage Design Completed as of December 2013: Not Applicable
 - Design Completion Date: Not Applicable
- Construction Status (Estimated):**
 - Construction Contract Option Award Date: March 2015
 - Construction Start Date: April 2015
 - Construction Completion Date: June 2017
- Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:** 2.3

Program Funding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded ¹	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction (Preservation)	2,990	-	1,490	-	-	8,430
Total	2,990	-	1,490	3,950	-	8,430

¹ 548K reprogrammed from SOB funding. Additional 142K from CB Minor Construction funding.



Capitol Building

Project Title: Exterior Stone & Metal Preservation, South Extension, IIA, USC **Request:** \$2,527K



Project Description: Phase IIA of the South Extension phase addresses the north façade of the south extension and its connection to the main west façade. The project is part of a phased rehabilitation of the exterior stone at the U.S. Capitol to prolong the life expectancy and preserve the historic features of this historic building.

- This project stabilizes, cleans, repairs, and preserves the exterior Capitol historic stone at the north façade of south extension and its connection to the west façade, which is a critical area that needs to be addressed immediately due to loose stone and potential life safety risks.
- The proposed work includes:
 - Remove the existing bird deterrent netting and reinstall after stone restoration.
 - Remove existing mortar, sealant and epoxy patches. Repair holes and spalls.
 - Fabricate and install stone Dutchman repairs; reset shifted and displaced stone.
 - Replace existing lead joint covers with new lead joint covers in new sealant at the top of the roof balustrade.
 - Replace existing cramp covers with new lead cramp covers in new sealant at the roof balustrade.
 - Apply stone consolidant to the carved stone elements and pediment sculpture.
 - Laser clean stone and general power wash clean.
- This project aids in sealing the building envelope from additional moisture penetration.
- This deferred maintenance project helps improve the facility condition index of the U.S. Capitol.

Risk and Impact If Not Funded:

- If the preservation work is not performed to repair the stone and mitigate water infiltration, stone deterioration will continue posing a life safety risk to members, staff and the general public.
- The amount of water penetrating the stone will increase giving rise to a greater potential of stone spalling off and falling from the U.S. Capitol.
- Not funding this project will subject the U.S. Capitol to a loss of historic fabric and increased costs for future stone work. Life-safety risks and damage to interior spaces will continue to increase.
- Risk of a catastrophic loss of stone or metal will be greatly reduced as a result of this work.

Cost of Recurring Operations: Maintenance costs are expected to remain constant as a result of this work.

Citation Driven: No.

Client Request: No.



Capitol Building

Project Request Estimate:

Metal Preservation, South Extension, Phase II, U.S.C.		Requirement
Item		
Estimated Construction Contract		
Material, labor, overhead and profit (10 hour shifts at night, M-F plus weekends)		1,561
Construction Contingency (20% based on risk of further deterioration since the completion of the documents)		312
	Subtotal	1,873
Estimated Project and Construction Management		
Supervision, Inspection & Overhead (13.5% standard mark-up based upon estimated construction)		253
Design & Project Management (revalidation of construction documents for current site conditions)		100
USCP Overtime		301
	Subtotal	654
		Total Request
Supplemental Data:		
1. Design Status:		
a. Design Start Date		November 2001
b. Percentage Design Completed as of December 2013		100%
c. Design Completion Date		March 2009
2. Construction Status (Estimated):		
a. Construction Contract Option Award Date		March 2015
b. Construction Start Date		April 2015
c. Construction Completion Date		October 2016
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:		
		1.1

Program Funding Overview:

Project/Task	Prior FY 2012 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	260	-	-	-	-	260
Construction (Phase I) North	-	-	16,600	-	-	16,600
Construction (Phase IIA) South	-	-	-	2,226	-	2,226
Construction (Phase IIB) South	-	-	-	-	13,583	13,583
Construction (Phase III) East/West	-	-	-	-	3,820	3,820
USCP Overtime ¹	-	-	-	301	517	818
Total Funding	260	-	16,600	2,527	17,920	37,307

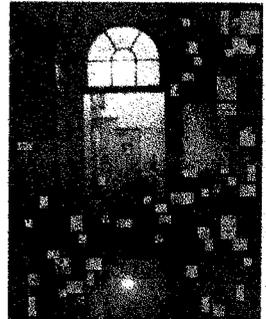
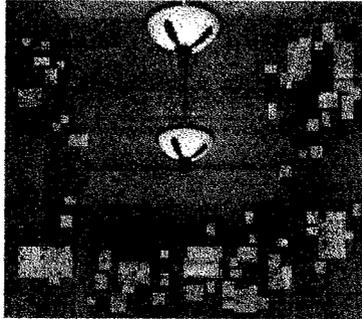
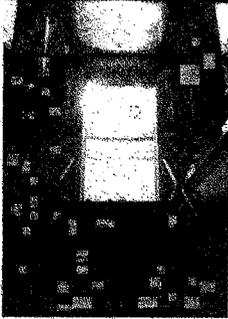
¹USCP Overtime and site utilization requirements to be determined for future phases.



Capitol Building

Project Title: West Grand Stair Enclosure, USC

Request: \$1,568K



Project Description: This project involves enclosing the ornamental West Front Grand Stair in the Center Building to prevent smoke migration at this vertical opening. The stair extends from the basement to the second floor. A smoke control system is not feasible here since it would require the destruction of the second floor marble ceiling. The project will include:

- Enclosing the West Grand Stair with a 2 hour fire rated enclosure to create additional egress capacity from the building and prevent the vertical conveyance of smoke.
- Providing 2 hour rated enclosure with rated door openings at each corridor and room connection.
- Tie-ins to the building's fire alarm and detection system.
- Hold-open devices at door openings in the public corridors so building operations are not impeded, ensuring that the doors close upon activation of the fire alarm and detection system.
- Doors designed to match the architectural character of the West Grand Stair and adjacent spaces.
- Upgrading of emergency exit lighting to new doors to grand stairs.

Risk and Impact If Not Funded: If this project is not completed, the hazard of uninterrupted vertical flow of smoke, heat, and flame would continue to exist, and the Office of Compliance citation will remain unaddressed. The risks from the spread of smoke and fire include:

- Disruption of legislative operations.
- Damage of historic artwork and architecture requiring expensive restoration.
- Endangering the security of the facility.

Cost of Recurring Operations:

- Annual maintenance costs associated with the hold-open doors and ensuring tie-ins to the building's fire alarm and detection system are operational will be required.

Citation Driven: Yes.

Client Request: No.



Capitol Building

Project Request Estimate:

West Grand Stair Enclosure, USC (2008)	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (10 hour shifts at night, M-F plus weekends)	1,086
Construction Contingency (15% based on location and historic nature of the work)	163
Subtotal	1,249
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.47% standard mark-up based upon estimated construction)	169
Design & Project Management (allowance to update the construction documents to reflect current site conditions)	150
USCP Overtime	
Subtotal	319
Total Request	1,568
Supplemental Data:	
1. Design Status:	
a. Design Start Date	September 2004
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	June 2006
2. Construction Status (Estimated):	
a. Construction Contract Award Date	March 2015
b. Construction Start Date	April 2015
c. Construction Completion Date	January 2017
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	0.9

Program Funding Overview:

West Grand Stair Enclosure, USC - Total Summary (2008)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	88	-	-	-	-	88
Construction ¹	-	-	-	1,568	-	1,568
Total	88	-	-	1,568	-	1,656

¹ Construction funding in the amount of \$1,190,000 was requested and received in FY 2008; however, the project was not supported by Leadership at the time and funding was subsequently reprogrammed.



Capitol Grounds



AOC MISSION

To serve Congress and the Supreme Court, **preserve** America's Capitol, and **inspire** memorable experiences.

RESPONSIBILITIES IN SUPPORT OF AOC MISSION

The Capitol Grounds (CG) jurisdiction is responsible for both the day-to-day maintenance of the Capitol grounds and preservation of a significant historic landscape designed by Frederic Law Olmsted. The Capitol grounds are comprised of approximately 286 acres, of which the Capitol, Senate and House Office Buildings, the Capitol Power Plant and other buildings reside with the recent addition of Union Square. This area includes lawns, parks, historic, memorial and commemorative trees, horticultural display beds and supporting decorative features such as historic fountains and water features, statuary and historic decorative components, such light fixtures and stone carvings. Additionally the jurisdiction is responsible for other physical elements such sidewalks, streets, parking lots, irrigation and drainage systems. Special event support is an ongoing responsibility that is dynamic in nature. CG provides campus-wide trash removal and outdoor recycling.



Capitol Grounds

FACILITY SUMMARY:

Facility Name/Type	Location	Year Built or Acquired & Age		Area (Square feet)	Deferred Maintenance	Capital Renewal	Backlog
Electrical	Washington, DC	Varies (1840)	173	12,000,000	-	-	-
Summehouse	Washington, DC	1881	132	816	\$471,000	\$227,000	\$698,000
Union Square	Washington DC	2011	2	Varies	\$17,385,000	\$1,403,000	\$18,788,000
Squares	Washington, DC	Varies	Varies	Varies	\$4,078,000	\$11,848,000	\$15,926,000
Streets	Washington, DC	Varies	Varies	12,000,000	\$680,000	\$145,000	\$825,000
Projects Across Multiple Facilities	Washington, DC	Varies	Varies	12,000,000	\$3,757,000	\$415,000	\$4,172,000
Total				36,000,816	26,371,000	14,038,000	40,409,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructure that is past due causing failure or partial failure.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by aged building components prior to failure.

Backlog equals total Deferred Maintenance plus Capital Renewal expected to become Deferred Maintenance within a five year window.

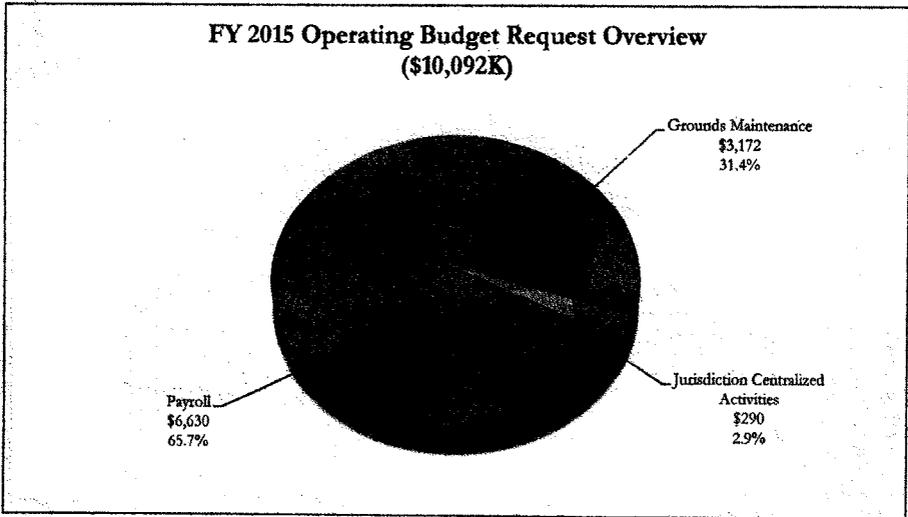


Capitol Grounds

OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the Capitol Grounds appropriation funds all costs associated with the daily care, maintenance, preservation and operation of the Capitol grounds and related facilities in direct support of the safety and mission of the Congress and staff. The budget is divided into functional area Program Groups: Grounds Maintenance, Jurisdiction Centralized Activities and Payroll.



The **Payroll** Program Group accounts for 65.7% of CG and funds salaries and benefits for employees specifically supporting the appropriation. Of the total request, 48% provides support for all Gardening and Landscape maintenance, including snow removal and the care of trees including historical Memorial Trees; 32% for maintenance of Vehicles, Equipment and Infrastructure; 12% for Heritage Preservation, 6% for Jurisdictional Support Services and 2% for Sidewalks/Pavements maintenance.

The **Grounds Maintenance** Program Group accounts for 31.4% of CG and funds the capability to continue to support existing service levels for comprehensive landscape maintenance and preservation of historic resources. Of the total request, approximately 34% provides for Disposal of Bulk and Solid Waste, 30% for Pavement and Sidewalks, 20% for Landscaping Maintenance, and Beautification, 9% for Equipment and Equip. Maintenance, and 7% for Infrastructure and Historic Structures.

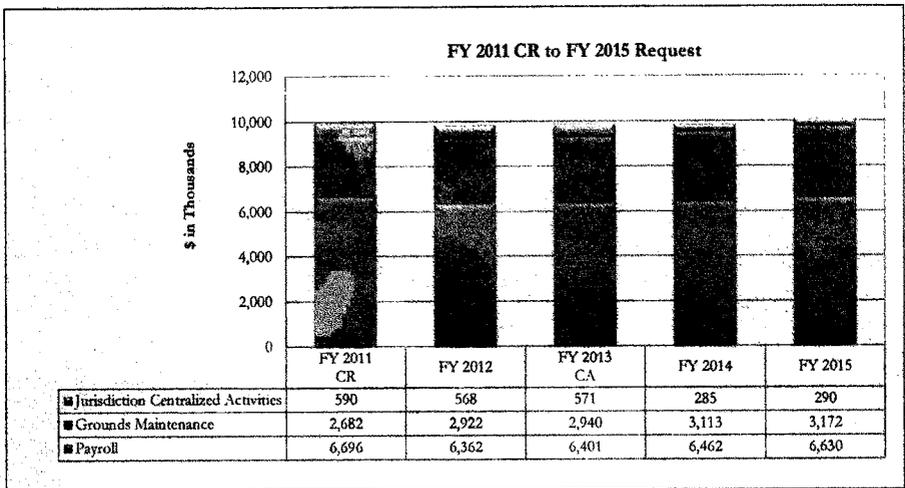


Capitol Grounds

OPERATING BUDGET SUMMARY (continued)

The Jurisdiction Centralized Activities Program Group accounts for 2.9% of Capitol Grounds and funds approximately 40% for the purchase of motor fuel; 23% for emergency preparedness; 10% for insurance claims; and the remaining 27% for employee related items such as uniforms and safety apparel for identification, safety and security purposes, as well as safety, equipment and technical training. This aligns with the historical workload and accomplishes the mission as it has in the past.

FUNDING OVERVIEW





Capitol Grounds

BUDGET SUMMARY

The Capitol Grounds appropriation is responsible for the care and maintenance of the Capitol grounds and any changes and improvements made to them. The Capitol grounds are comprised of approximately 286 acres on which the Capitol, Senate and House Office Buildings, the Capitol Power Plant and other buildings reside with the recent addition of Union Square. This area includes lawns, parks, historic and memorial trees, landscaping, horticultural display beds, plazas, terraces, reflecting pools, fountains, courtyards, child care center playgrounds, and atria. These areas are equipped with ornamental fountains, drinking fountains, outdoor seating, historic retaining walls and structures, lighting, irrigation systems, streets, sidewalks, and parking areas which are all maintained by the Architect of the Capitol.

Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Operating Budget	9,341	9,201	9,860	10,092	232
Multi-Year Projects	-	-	4,000	4,274	274
Total	9,341	9,201	13,860	14,366	506

Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Grounds Maintenance	2,638	2,760	3,113	3,172	59
Jurisdiction Centralized Activities	557	498	285	290	5
Payroll	6,146	5,944	6,462	6,630	167
Annual-Funded Projects	-	-	-	-	-
Total	9,341	9,201	9,860	10,092	232

Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Total	-	-	4,000	4,274	274

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Grounds

BUDGET SUMMARY (continued)

Full Time Equivalent (FTE) - Partial Funded					
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
Capitol Grounds	67	73	-	-	73

¹ FTE under utilization represents AOC hiring slowdown due to sequestration.

Object Class (2000)					
Object Class	FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2014/2015 Difference	
11 Personnel Compensation	4,521	4,792	4,927	135	
12 Personnel Benefits	1,606	1,670	1,703	33	
21 Travel	2	2	2	-	
22 Transportation of Things	-	-	-	-	
23 Rent, Communications and Utilities	-	-	-	-	
24 Printing and Reproduction	-	-	-	-	
25 Other Contractual Services	2,035	4,171	4,269	98	
26 Supplies and Materials	846	2,800	2,830	30	
31 Equipment	157	300	385	85	
32 Land and Structures	49	100	225	125	
42 Insurance Claims and Indemnities	2	25	25	-	
Total	9,218	13,860	14,366	506	

¹ FY 2013 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.



Capitol Grounds

FY 2015 ANALYSIS OF CHANGE

	FY 2015 Appropriation	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	73	13,860
Non-Recurring Costs		
Union Square Stabilization, CG.....		(2,500)
Minor Construction.....		(1,500)
Other Decreases		
Total Program Decreases		(4,000)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		11
FY 2015 FEHB Employer Contribution of 4.0%.....		20
FY 2015 Cost-of-Living Adjustment of 1.8%.....		89
FY 2015 Within Grade Increase.....		48
Total Mandatory Pay Related Costs		167
Price Level Changes		
Grounds Maintenance.....		59
Jurisdiction Centralized Activities.....		5
Total Price Level Changes		65
Program Increases:		
Multi-Year Projects		
Summerhouse Restoration, CG.....		2,274
Minor Construction.....		2,000
Total Program Increases		4,274
Net Increase/Decrease		506
Total Appropriation	73	14,366



Capitol Grounds

SUMMARY OF CHANGES

The Operating Budget of the Capitol Grounds appropriation funds all costs associated with the daily care, maintenance and operation of the Capitol grounds and related facilities. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Operating Programs (\$670)						
Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2014/2015 Difference
Ground Maintenance	3,113	-	59	-	3,172	59
Jurisdiction Centralized Activities	285	-	5	-	290	5
Payroll	6,462	-	167	-	6,630	167
Total	9,860	-	232	-	10,092	232

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of \$64K due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Grounds Maintenance

The Grounds Maintenance Program Group funds trash, leaf and snow removal; lawn, tree, sign, and irrigation systems maintenance; street and sidewalk maintenance (accessibility improvements and repairs); post-event lawn recovery and restoration; and the purchase of grounds maintenance supplies and equipment.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; vehicles leases, operations and maintenance; safety apparel; emergency preparedness; and gasoline and oil.

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; and employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$167K reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.

Capitol Grounds



CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or system replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs; with a focus on energy savings. It also includes Minor Construction funds that provide jurisdictions with the flexibility to respond to unforeseen requirements as generated from the Members, Committees, and other Architect of the Capitol clients.

Line Item Construction Program Projects:	Request Amount
Summerhouse Restoration, CG.....	2,274
Total	2,274
Other Projects:	
Minor Construction.....	2,000
Total	2,000
Total Project Request	4,274

Minor Construction

\$2,000K

Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Capitol Grounds appropriation.



Capitol Grounds

Project Title: Summerhouse Restoration, CG

Request: \$2,274K



Project Description: This project will restore the Summerhouse, its landscape, and grotto to match the original 1880 design by Frederick Law Olmsted. A Program of Requirements was completed in 2005 to evaluate the existing facility, quantify conditions and outline requirements for restoration. The restoration will include:

- Replacement of the existing large tile terra cotta roofing with a new smaller tile terra cotta roofing system.
- Removal of existing supporting concrete roofs (installed in 1948) and replacement with an ironwork structure to match the original design.
- Custom bricks will be fabricated to replace historically inaccurate past repairs throughout the brick structure.
- Displaced block end walls will be dismantled and rebuilt in their original positions.
- Removal of existing concrete flooring replacement with a new brick floor to match the original brick flooring which was uncovered below the perimeter benches.
- Replacement of the existing drinking fountain with an accessible fountain that still matches the historic fabric of the Summerhouse.
- Addition of handrails to the north and south entry stairs for life-safety and accessibility.
- Replacement of the existing fence and landscape to more closely match the Olmsted design.

Risk and Impact If Not Funded: The stabilization project, funded in FY 2008, addressed the immediate need to decelerate the effects of weather deterioration and to diminish the additional loss of original historic materials of the Summerhouse. This did not fully restore, nor fulfill the AOC stewardship responsibility for the preservation of this structure.

- The center fountain and grotto use over 3,950,000 gallons of water per year. Without this project, there will continue to be a lack of a recirculating system and loss of utility cost savings estimated at \$28,647 per year.
- If not funded, historical fabric will continue to be lost as bricks deteriorate and increase life-safety issues.

Cost of Recurring Operations: Current operational costs are \$21,000 annually including landscape maintenance, minor masonry work and ongoing plumbing/fountain servicing. Following the restoration, costs will increase due to the additional plumbing and higher level of service necessary to properly maintain the new filtration system; however, the costs are low enough that Capitol Grounds will absorb them internally via increased efficiencies in other areas.

Citation Driven: No.

Client Request: No.

Capitol Grounds



Project Funding Request:

Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour, M-F, No Weekends)	1,743
Construction Contingency (15% based on risk of further deterioration since the completion of the documents)	261
Subtotal	2,004
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.47% standard markup based upon estimated construction)	270
Design & Project Management	
USCP Overtime	
Subtotal	270
Total Request	2,274
Supplemental Data:	
1. Design Status:	
a. Design Start Date	April 2011
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	November 2012
2. Construction Status (Estimated):	
a. Construction Contract Award Date	March 2015
b. Construction Start Date	April 2015
c. Construction Completion Date	April 2016
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	1.3

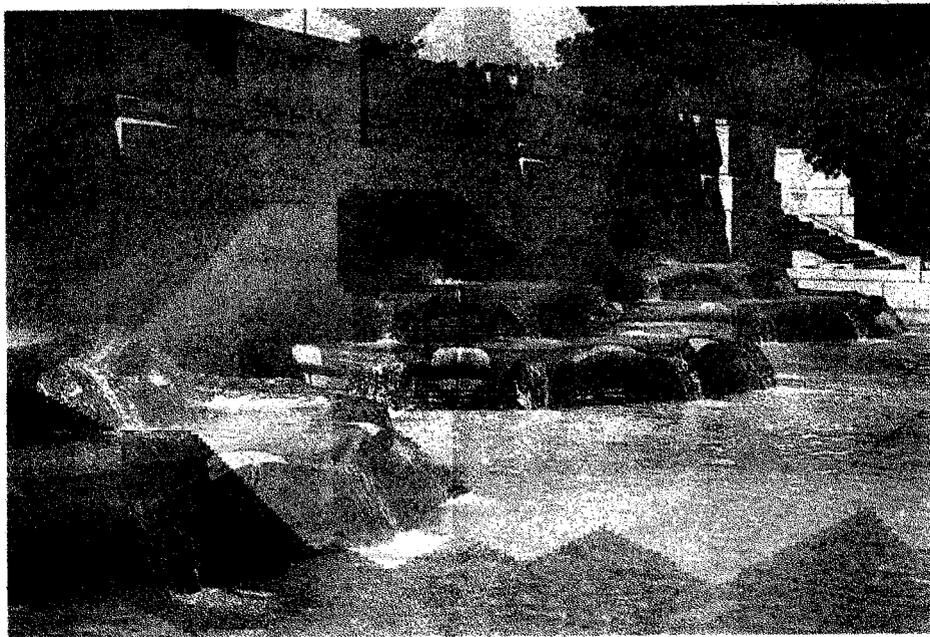
Program Funding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	98	-	-	-	-	98
Design	340	-	-	-	-	340
Construction (Stabilization) ¹	539	-	-	-	-	539
Construction	-	-	-	2,274	-	2,274
Total	977	-	-	2,274	-	3,251

¹\$539K was provided in FY 2008 for the stabilization of the Summerhouse. This project prevented further deterioration, but did not provide for any restoration of the Summerhouse.



Senate Office Buildings



AOC MISSION

To serve Congress and the Supreme Court, **preserve** America's Capitol, and **inspire** memorable experiences.

RESPONSIBILITIES IN SUPPORT OF AOC MISSION

The Senate Office Buildings (SOB) jurisdiction is responsible for the daily care, maintenance, repair and operations of the Russell, Dirksen and Hart Senate Office Buildings and Garages, Senate Employees Child Care Center, Daniel Webster Page Dorm, Robert A. Taft Memorial, the Senate Long Term Mail Facility, and the Senate Underground Garage. The SOB provides specific client services such as wood crafting, upholstery, painting, garage operations and furniture. Building infrastructure care and conveying systems include electrical, plumbing, heating, ventilation and air conditioning, fire alarm, subway & elevator systems. Daily operations include cleaning, recycling, loading dock operations, special functions set up and floor care. The SOB also manages lease operations and maintenance contracts for the Senate Sergeant at Arms Warehouse, Postal Square, Printing Graphics and Direct Mail Operations. Additional leases include warehouses in Landover, Maryland and administrative, and furniture storage leased space at the Government Printing Office.



Senate Office Buildings

FACILITY SUMMARY:

Building Name	Location	Year Built	Area (sq ft)	Value	Deferred Maintenance	Capital Renewal	Reserve
Monocle Building	Washington, DC	1885	128	7,368	\$1,095,000	\$13,000	\$1,108,000
Russell Senate Office Building	Washington, DC	1909	104	698,921	\$37,215,000	\$8,671,000	\$45,886,000
Daniel Webster Page Dormitory	Washington, DC	1930	83	20,870	-	\$80,000	\$80,000
Senate Underground Garage	Washington, DC	1932	81	85,284	\$15,466,000	\$468,000	\$15,934,000
Dirksen Senate Office Building	Washington, DC	1958	55	750,520	\$745,000	\$25,801,000	\$26,546,000
Robert A. Taft Memorial	Washington, DC	1959	54	1,700	\$368,000	\$1,000	\$369,000
Hart Senate Office Building	Washington, DC	1982	31	1,271,030	\$21,113,000	\$19,362,000	\$40,475,000
Senate Storage Building	Washington, DC	1993	20	52,500	\$38,000	\$69,000	\$107,000
Senate Childcare Center	Washington, DC	1998	15	9,978	\$3,000	\$182,000	\$185,000
Total				2,898,171	\$76,043,000	\$54,647,000	\$130,690,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructures that is past due causing failure or partial failure.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by aged building components prior to failure.

Facility Name	Location	Area (sq ft)	Agency	Start Date	End Date	Value
SSAA Warehouse Facility (1)	Landover, MD	100,000	SSAA	Oct 2005	Sep 2025	\$918,601
SSAA Warehouse Facility (2)	Landover, MD	90,000	SSAA	Mar 2011	Mar 2016	\$1,011,025
SSAA Office Support (Postal Square)	Washington, DC	120,911	GSA	May 1992	May 2022	\$5,276,398
GPO - SSAA Admin	Washington, DC	5,450	GPO	Oct 2010	Sep 2016	\$196,750
GPO - SAA Cabinet	Washington, DC	13,752	GPO	Oct 2012	Sep 2016	\$215,650
GPO - Senate Furniture/Refinishing	Washington, DC	44,700	GPO	Oct 2007	Sep 2016	\$563,460
Total						\$8,181,884

Note: Landover warehouses are for furniture, printing, graphics and direct mail.

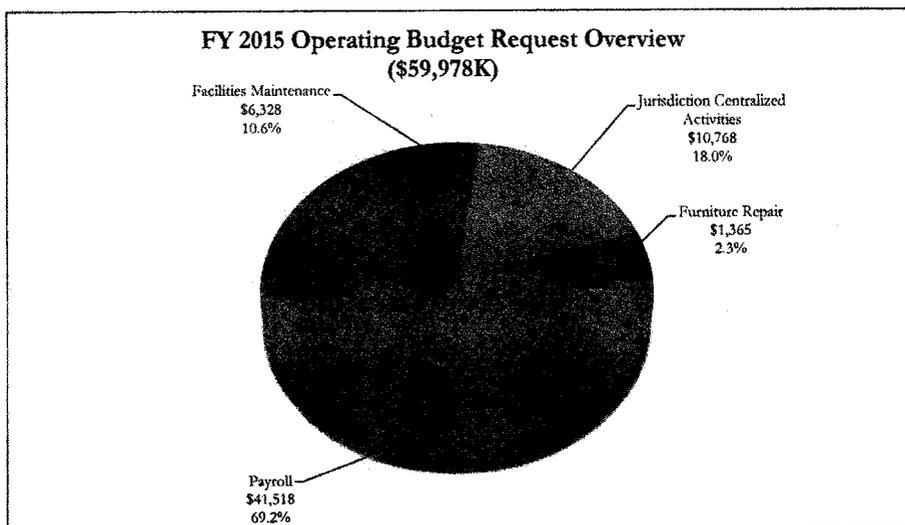
Senate Office Buildings



OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the Senate Office Buildings funds all costs associated with the daily care, maintenance and operation of its facilities in support of congressional operations. The SOB provides direct support to ensure efficient operations and maintenance of its facilities. The SOB operating budget is divided into four functional area Program Groups: Payroll, Facilities Maintenance, Furniture Repair, and Jurisdiction Centralized Activities. The Payroll program group funds the in-house labor necessary to support the Congress in the SOB facilities. The Facilities Maintenance program group funds equipment, materials and maintenance contracts necessary for the SOB staff to perform the required work. The Jurisdiction Centralized Activities program group funds overall jurisdiction functions required to enable performance of the work in support of Congress. This includes leases, training, and safety apparel. The Furniture Repair program group provides funding for repairs to a portion of the Senate furniture. Using a zero-based budgeting approach, focus was placed on effectively maintaining outstanding client services and stewardship.





Senate Office Buildings

OPERATING BUDGET SUMMARY (continued)

The **Payroll Program Group** accounts for 69.2% of the SOB budget, and funds salaries and benefits for employees specifically supporting the appropriation. Client Services accounts for 30%, and includes client relocations and office renovations services, as well as furniture and furnishings. Facilities Maintenance accounts for 25% and supports necessary mechanical, electrical and building envelope care, as well as funding fire and life-safety inspections and testing, and Americans with Disabilities Act accessibility requirements. Facility Operations accounts for 20% and includes daily cleaning, hearing set up and special event support. Project Delivery accounts for 18% of payroll and includes the necessary project management, coordination of access to client spaces; contractor quality inspections as well as direct trades labor for project execution. Jurisdictional Support Services account for 5% and 2% for Heritage Asset.

The **Jurisdiction Centralized Activities Program Group** accounts for 18.0% of the SOB budget. Fifty percent (50%) of the request supports leasing, contract maintenance and cleaning operations for off-site Senate support functions. Thirty percent (30%) supports Senate Sergeant at Arms leasing operations at Postal Square, the Government Printing Office and administrative functions. Ten percent (10%) supports the Senate Furniture Warehouse operations. The remaining 10% supports activities such as training, emergency preparedness and employee safety that directly contribute to the AOC's ability to support Congressional operations.

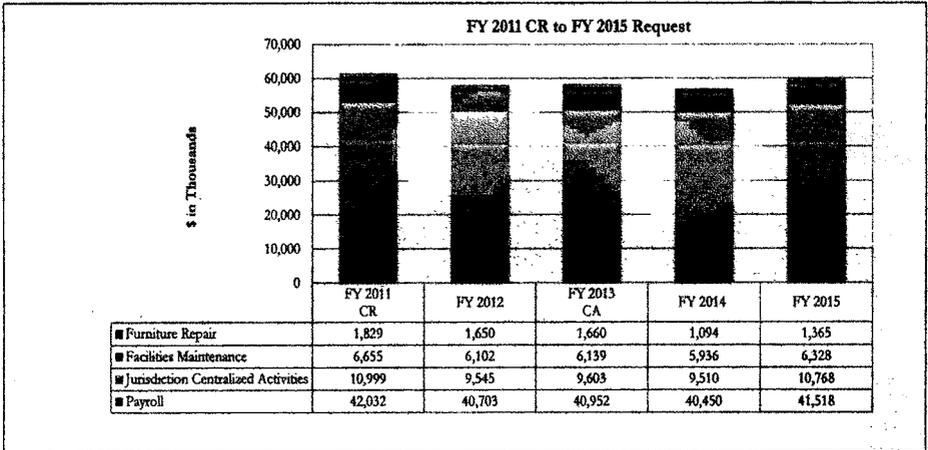
The **Facilities Maintenance Program Group** accounts for 10.6% of the SOB budget. This funding provides for the procurement of materials, supplies and contracts to provide essential facility maintenance, mechanical, electrical and building envelope repair, preservation and cleaning operations. This request also provides for client services such as hearing set-up, mill work, garage operations, elevator and subway conveying systems, painting, upholstery, and off-site mail facility maintenance services. Other critical functions this funding request provides for include hazardous materials abatement, physical security support and historic preservation. In addition, 11% of this request supports the operations of the Senate Restaurants.

The **Furniture Repair Program Group** accounts for 2.3% of the SOB budget. This includes supplies, material, equipment and contracted services. This provides the Senate community with suitable furnishings for member and committee offices, as well as support staff. New furniture and furnishings are procured and when appropriate furniture is refinished. The request also supports inventory, care and preservation of historic furniture and furnishings assigned to the SOB.



Senate Office Buildings

FUNDING OVERVIEW





Senate Office Buildings

BUDGET SUMMARY

The Senate Office Buildings appropriation is responsible for the maintenance, repair, operations, mechanical and electrical infrastructure, heating, ventilation and air conditioning, plumbing, painting, cleaning and any construction in the SOB that consist of the Russell Senate Office Building, Dirksen Senate Office Building, Hart Senate Office Building, leased space at Postal Square, the leased Senate Sergeant at Arms Warehouses #1 and #2 in Landover, Maryland, leased space at the Government Printing Office, the Senate Long Term Mail Facility, Daniel Webster Page Dorm, the Senate Employees' Child Care Center, and the Senate Underground Garage. The Architect of the Capitol is responsible for the care, repair, and purchase of furniture, carpet, drapes, and provides special events support. The AOC maintains and operates the subway transportation systems between the Senate Office Buildings and the U.S. Capitol, elevator and escalator systems, the garages in Dirksen Building and Hart Building, and the Senate Underground Garage.

Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Operating Budget	54,990	54,534	56,990	59,978	2,988
Multi-Year Projects	12,447	1,603	16,000	49,243	33,243
Total	67,436	56,137	72,990	109,221	36,231

Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	5,730	5,703	5,936	6,328	392
Furniture Repair	787	784	1,094	1,365	271
Jurisdiction Centralized Activities	9,835	9,802	9,510	10,768	1,257
Payroll	38,638	38,245	40,450	41,518	1,069
Annual-Funded Projects	-	-	-	-	-
Total	54,990	54,534	56,990	59,978	2,988

Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Total	12,447	1,603	16,000	49,243	33,243

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriations.



Senate Office Buildings

BUDGET SUMMARY (continued)

Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
Senate Office Buildings	471	498	-	-	498

¹ FTE under utilization represents AOC hiring slowdown due to sequestration.

Object Class	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 ² Request	FY 2014/2015 Difference
11 Personnel Compensation	31,075	30,571	31,187	616
12 Personnel Benefits	11,350	9,879	10,331	452
21 Travel	1	8	8	-
22 Transportation of Things	-	-	-	-
23 Rent, Communications and Utilities	8,127	8,230	8,230	-
24 Printing and Reproduction	-	-	-	-
25 Other Contractual Services	4,422	3,056	3,800	744
26 Supplies and Materials	3,297	5,301	5,301	-
31 Equipment	986	1,002	1,002	-
32 Land and Structures	541	14,940	49,359	34,419
42 Insurance Claims and Indemnities	1	3	3	-
Total	59,800	72,990	109,221	36,231

¹ FY 2013 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.

Senate Office Buildings



FY 2015 ANALYSIS OF CHANGE

FY 2014 Enacted (FTE reflects Payroll Funded only)	FY 2015 Appropriation	
	FTE	Amount (\$000)
	498	72,990
Non-Recurring Costs		
Exterior Envelope Repair & Restoration, RSOB.....		(8,700)
Brumidi Corridors Restoration & Conservation.....		(3,300)
Minor Construction.....		(4,000)
Other Decreases		
	-	-
Total Program Decreases		(16,000)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		71
FY 2015 FEHB Employer Contribution Increase of 4.0%.....		129
FY 2015 Cost-of-Living Adjustment of 1.8%.....		568
FY 2015 Within Grade Increase.....		301
Total Mandatory Pay Related Costs		1,069
Price Level Changes		
Facilities Maintenance.....		113
Furniture Repairs.....		21
Jurisdiction Centralized Activities.....		11
Total Price Level Changes		144
Program Increases:		
Jurisdiction Centralized Activities.....		1,247
Furniture Repairs.....		250
Facilities Maintenance.....		279
Multi-Year Projects:		
Senate Underground Garage Renovations & Landscape Restoration, Phase I.....		30,596
Exterior Envelope Repair & Restoration, Phase II, East Facade, RSOB.....		12,188
Kitchen Exhaust System Upgrade, Phase, II DSOB.....		2,459
Minor Construction.....		4,000
Total Program Increases		51,019
Net Increase/Decrease		36,231
Total Appropriation	498	109,221



Senate Office Buildings

SUMMARY OF CHANGES

The Operating Budget component of the Senate Office Buildings appropriation funds all costs associated with SOB central office salaries, operations, activities, and programs. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	5,936	-	113	279	6,328	392
Furniture Repair	1,094	-	21	250	1,365	271
Jurisdiction Centralized Activities	9,510	-	11	1,247	10,768	1,257
Payroll	40,450	-	1,069	-	41,518	1,069
Total	56,990	-	1,213	1,776	59,978	2,988

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of **\$144K** due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Facilities Maintenance

The Facilities Maintenance Program Group funds annual building maintenance services required throughout the buildings under the appropriation's purview. It includes repairing and modifying air conditioning systems, electrical systems, elevators, masonry, and plumbing; custodial services; preventative interior and exterior building maintenance (e.g., painting, pointing, caulking, and surface preservation); insect and pest control; solid and bulk waste disposal; maintenance of fire alarm systems; chimney cleaning and repairs, and light systems maintenance.

Increase of \$279K reflects the demands of work orders that have been placed on hold, and back fill inventory shortages that were incomplete due to the sequestration cuts.

Furniture Repair

The Furniture Repair Program Group funds replacement or repair of existing furniture. This includes the procurement of materials and supplies, contractor services for upholstery and drapery work, and annual inventory of historic furniture items.

Increase of \$250K reflects the demands of work orders that have been placed on hold, and back fill inventory shortages that were incomplete due to the sequestration cuts.



Senate Office Buildings

SUMMARY OF CHANGES (continued)

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; safety apparel; emergency preparedness; and gasoline and oil.

Increase of \$1,247K reflects election year moves and mandatory increases in lease and maintenance costs per contractual agreement.

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; and employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$1,069K, reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.

CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or system replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs; with a focus on energy savings. It also includes Minor Construction funds that provide jurisdictions with the flexibility to respond to unforeseen requirements as generated from the Members, Committees, and other Architect of the Capitol clients.

Multi-Year Projects (\$000)		Request Amount
Line Item Construction Program Projects:		
Senate Underground Garage Renovations & Landscape Restoration, Phase I.....		30,596
Exterior Envelope Repair & Restoration, Phase II, East Facade, RSOB.....		12,188
Kitchen Exhaust System Upgrade, Phase, II DSOB.....		2,459
	Total	45,243
Other Projects:		
Minor Construction.....		4,000
	Total	4,000
	Total Project Request	49,243

Minor Construction

\$4,000K

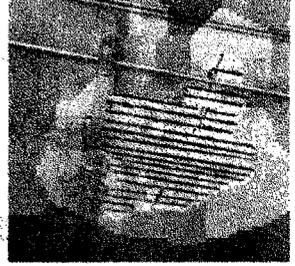
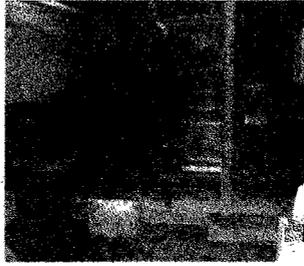
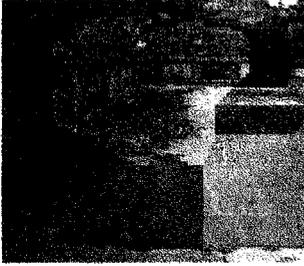
Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Senate Office Buildings appropriation.

Senate Office Buildings



Project Title: Senate Underground Garage Renovations & Landscape Restoration, Phase I

Request: \$30,596K



Project Description: The Senate Underground Garage, upper plaza and fountain were constructed in 1932. The one level garage houses Senate staff parking, a car wash, fountain mechanical room, offices, shops, pedestrian tunnel to the Russell building and the C Street tunnel. The overall program will restore upper, middle and lower plazas and fountains, waterproof garage deck, replace drainage systems, repair structural cracks and spalling concrete, waterproof pedestrian tunnel, new plumbing, electrical, and HVAC systems in garage and refurbishing of all occupied spaces and the parking garage interior surfaces. Phase I: Garage waterproofing and upper plaza restoration will include:

- Upper plaza fountain, upper and middle plaza stairs, planters, retaining walls and associated stone work.
- Middle plaza cascading wall fountains and associated stonework.
- Waterproofing the garage deck at upper plaza level and repair of spalling concrete at garage ceiling.
- Waterproofing the top and walls of the pedestrian tunnel to the Russell building.
- Refurbishing existing historic lightpoles at the upper plaza level.
- New hardscape and softscape at the upper plaza level.
- Improving the storm water management of Senate Parks with additional drains.
- Addition of a geothermal field well for new geothermal system for heating and cooling occupied spaces.

Risk and Impact If Not Funded: The Senate Underground Garage, fountains, reflecting pool and associated systems have exceeded their life expectancy and are in need of renovation and restoration.

- If not repaired, continued moisture infiltration into the garage will cause further deterioration of the concrete deck leading to unsafe conditions and may cause property damage to vehicles parked within the garage.
- Continued pounding on the plaza will further erode paving and facing stone resulting in loss of historic fabric.

Cost of Recurring Operations: Operational costs will decrease as the garage will be water tight and renovated with energy saving systems such as geothermal heating and cooling of occupied spaces, carbon monoxide sensors and LED light sensors.

Citation Driven: No.

Client Request: There is significant Committee support for this request.

Senate Office Buildings



Project Funding Request:

Ground Garage Restorations & Landscape Restoration, Phase I (5000)		Requirement
Item		
Estimated Construction Contract		
Material, labor, overhead and profit (10 hour shifts during the day, M-F. No Weekends)		24,033
Construction Contingency (15% based on unknown extent of deterioration under pavers on plaza)		3,605
Subtotal		27,638
Estimated Project and Construction Management		
Supervision, Inspection & Overhead (10.7% mark-up based upon estimated construction and design-build strategy)		2,958
Design & Project Management		
USCP Overtime		
Subtotal		2,958
Total Request		30,596
Supplemental Data:		
1. Design Status:		
a. Design Build AE-1 Package Start Date		August 2012
b. Percentage Design Completed as of December 2013		35%
c. Design Build AE-1 Package Completion Date		November 2013
2. Construction Status (Estimated):		
a. Design Build AE-2 Package and Construction Contract Award Date		April 2015
b. Design Build AE-2 Package Completion Date		October 2016
c. Construction Start Date (Post Inauguration)		April 2017
d. Construction Completion Date		April 2018
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:		13.6

Program Funding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	1,000	-	-	-	-	1,000
Construction (Phase I)	-	-	-	30,596	-	30,596
Construction (Phase II)	-	-	-	-	6,549	6,549
Construction (Phase III)	-	-	-	-	18,680	18,680
Total	1,000	-	-	30,596	25,229	56,825



Senate Office Buildings

Project Title: Exterior Envelope Repair & Restoration,
Phase II, East Facade, RSOB

Request: \$12,188K



Project Description: The Russell Senate Office Building (RSOB) recently passed its 100th anniversary and is showing its age. This project is divided into 5 phases that correspond to the 5 sides of the building and will mitigate life safety hazards, improve energy efficiency of the building envelope and meet AOC's Strategic Vision for the preservation of historic buildings. Each phase will include both the street and courtyard exterior walls of that side of the building. Phase II will address repair and restoration of the east segment of the exterior envelope of the Russell Senate Office Building. The work will include:

- Door and window repair and removal of any associated hazardous materials.
- Masonry repointing, repair, restoration, cleaning and removal of biological growth and stains.
- Removal of the existing bird-proofing system and replacement with a new system.
- Exterior metals restoration and refinishing.
- Restoration and structural repair of the balustrades including seismic upgrades.
- Rehabilitation of flooring, ceiling of balconies and roof chimneys.

Risk and Impact If Not Funded: The RSOB façade will continue to deteriorate.

- Increased energy costs resulting from air infiltration at existing windows and doors will occur.
- Existing hazardous materials in the windows (lead paint and asbestos-containing material in the glazing putty) will remain as a life-safety issue.
- Increased risks associated with falling stone due to the accelerating failure of the modillions and stone cornices.
- Increased loss of the historical fabric of the RSOB and significantly increased costs to maintain and restore at a later date.

Cost of Recurring Operations:

- Pointing and caulking annual cost for the RSOB is \$150K. Upon completion of the projects, these annual funds will then be used for pointing and caulking issues on the Hart and Dirksen Senate Office Buildings.
- Restoring the windows and doors will improve window operability and reduce current and future maintenance and energy costs. Any SOB cost savings will be applied to other critical deferred maintenance projects.

Citation Driven: No.

Client Request: No.



Senate Office Buildings

Project Funding Request:

Envelope, Repair & Restoration, Phase II, East Facade, RSCB	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts during the day, M-F, No Weekends)	9,340
Construction Contingency (15% based on risk of further deterioration since completion of the documents)	1,401
Subtotal	10,741
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.47% standard mark-up based upon estimated construction)	1,447
Design & Project Management	
USCP Overtime	
Subtotal	1,447
Total Request	12,188
Supplemental Data:	
1. Design Status:	
a. Design Start Date	August 2010
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	August 2013
2. Construction Status (Estimated):	
a. Construction Contract Option Award Date	October 2014
b. Construction Start Date	December 2014
c. Construction Completion Date	October 2015
3. Additional Estimated AOC Permanent Staff Utilization (LTFE) for Project Duration:	5.4

Program Funding Overview:

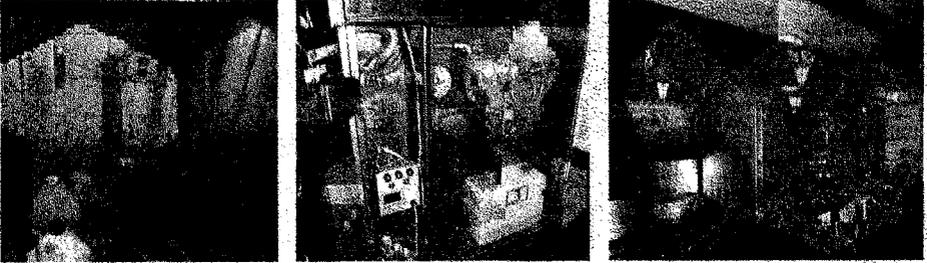
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	249	-	-	-	-	249
Design	1,116	-	-	-	-	1,116
Construction (Phase I, North)	-	-	8,700	-	-	8,700
Construction (Phase II, East)	-	-	-	12,188	-	12,188
Construction (Phase III, West)	-	-	-	-	9,439	9,439
Construction (Phase IV, South)	-	-	-	-	9,734	9,734
Construction (Phase V, Southwest)	-	-	-	-	3,277	3,277
Total	1,365	-	8,700	12,188	22,450	44,703



Senate Office Buildings

Project Title: Kitchen Exhaust System Upgrade, Phase II, DSOB

Request: \$2,459K



Project Description: The Senate Office Building kitchens are in need of upgrades due to ventilation and fire suppression issues. The project consists of three phases. This project was phased in order to keep the Dirksen Senate Office Building North Servery and Russell Senate Office Building carryout operational during construction. This project is not a general kitchen renovation and includes the following:

- Phase I of the DSOB kitchen exhaust system upgrade, which was submitted in FY 2014, will replace the exhaust systems serving the main basement kitchen areas and ground floor grill area with a code compliant system.
- Phase II, submitted in FY 2015, will renovate four kitchen exhaust systems in the DSOB North Servery in three phases to comply with the current fire safety code.
 - Remove existing black steel kitchen exhaust ductwork and install new kitchen exhaust ductwork made of stainless steel. Wrap with two-hour rated enclosure and add ductwork cleanouts where required.
 - Replace existing fans and reposition ventilation hood over cooking area.
 - Create access openings in shafts and patch at conclusion of work.
 - The work must be installed so that some kitchen operations can continue during construction.
- Phase III, to be submitted in FY 2016, will renovate the remaining exhaust hoods in the Dirksen Senate Office Building and the hood in the Russell Senate Office Building carryout kitchen.

Risk and Impact If Not Funded: If this project is not provided, fire hazards will continue to exist due to current conditions.

- There is risk of significant property damage if the kitchen exhaust system is not upgraded.
- Occupants are at greater risk of injury and exposed to higher possibility of potential of fire hazards.
- If not funded, the facility condition will be negatively impacted in the near future due to the condition of the kitchen exhaust equipment.

Cost of Recurring Operations: There is no change in operational costs due to this project, since annual cleaning contracts are still required and annual fire suppression system testing are still required. During construction operation costs are expected to be higher due to relocation of cooking areas during construction.

Citation Driven: No.

Client Request: No.



Senate Office Buildings

Project Funding Request:

Kitchen Exhaust System Upgrade, Phase II, DS&OB (\$000)	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (10 hour shifts at night, M-F only)	1,884
Construction Contingency (15% based on location of work and coordination of kitchen operations)	
	283
Subtotal	2,167
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.47% standard mark-up based upon estimated construction)	292
Design & Project Management	
USCP Overtime	
Subtotal	292
Total Request	2,459
Supplemental Data:	
1. <u>Design Status:</u>	
a. Design Start Date	November 2002
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	July 2009
2. <u>Construction Status (Estimated):</u>	
a. Construction Contract Option Award Date	March 2015
b. Construction Start Date	July 2015
c. Construction Completion Date	April 2016
3. <u>Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:</u>	
	1.5

Program Funding Overview:

Kitchen Exhaust System Upgrade, All Phases (\$000)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2018 Anticipated	Total Projected Requirement
Study						
Design	201					201
Construction (Phase I)			3,300			3,300
Construction (Phase II)				2,459		2,459
Construction (Phase III)					1,784	1,784
Total	201		3,300	2,459	1,784	7,744



House Office Buildings



AOC MISSION

To serve Congress and the Supreme Court, preserve America's Capitol, and inspire memorable experiences.

RESPONSIBILITIES IN SUPPORT OF THE AOC MISSION

The House Office Buildings (HOB) jurisdiction provides direct support to ensure that the Congress is able to perform its responsibilities to enact legislation for governance of the United States. This support includes rapid responses to service call requests (client requests), as well as all routine maintenance and repairs of the mechanical, structural and electrical infrastructure.

The HOB jurisdiction's quality performance and responsiveness ensures uninterrupted and efficient operations for Members and staff working within the facilities that fall under the responsibility of the jurisdiction. These include Longworth (LHOB), Rayburn (RHOB), Cannon (CHOB), and Ford (FHOB); the House annexes; the former House Page Dormitory; the House garages; House subways; and leased facilities.

The HOB also provides cleaning services, House Office Buildings' restaurant maintenance, and delivery of all facility and infrastructure projects (including studies, designs and construction).



House Office Buildings

FACILITY SUMMARY:

Facility Name/Type	Location	Year Built or Acquired	Age	Area (square feet)	Deferred Maintenance	Capital Renewal	Budgeting
Cannon House Office Building	Washington, DC	1908	105	826,465	\$48,340,000	\$69,530,000	\$117,870,000
Longworth House Office Building	Washington, DC	1933	80	702,608	\$36,889,000	\$13,089,000	\$49,978,000
Ford House Office Building	Washington, DC	1939	74	594,966	\$2,582,000	\$13,983,000	\$16,565,000
House Page Dormitory	Washington, DC	1940	73	35,317	\$38,000	\$821,000	\$859,000
Rayburn House Office Building	Washington, DC	1965	48	2,395,914	\$123,566,000	\$96,155,000	\$219,721,000
East Underground Garage	Washington, DC	1968	45	287,931	\$366,000		\$366,000
West Underground Garage	Washington, DC	1968	45	287,477	\$238,000	\$591,000	\$829,000
Total				5,130,678	\$212,019,000	\$194,169,000	\$406,188,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructure that is past due causing failure or partial failure.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by aged building components prior to failure.

Budgeting equals total Deferred Maintenance plus Capital Renewal expected to become Deferred Maintenance within a five year window.

Facility Name/Type	Location	Area (square feet)	Leased from	Contract Award Date	Contract End Date	FY 2015 Budget
Capitol View Building - Office of Congressional Ethics	Washington, DC	4,644	Private Sector	Sep 2009	Feb 2015	\$298,576
Thomas P. O'Neill, Jr. Federal Building	Washington, DC	257,346	GSA	Feb 2013	Feb 2023	\$16,584,443
Total						\$16,883,019

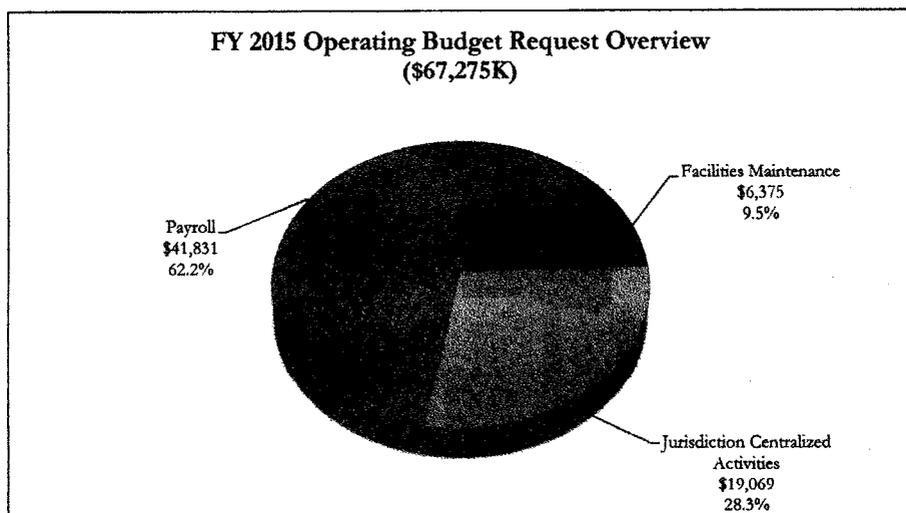


House Office Buildings

OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the House Office Buildings funds all costs associated with the daily care, maintenance and operation of its facilities in support of congressional operations. The HOB provides direct support to ensure efficient operations and maintenance of its facilities. The HOB operating budget is divided into three functional area Program Groups: Facilities Maintenance, Jurisdiction Centralized Activities and Payroll. The Payroll program group funds the in-house labor necessary to support the Congress in the HOB facilities. The Facilities Maintenance program group funds equipment, materials and maintenance contracts necessary for the HOB staff to perform the required work. The Jurisdiction Centralized Activities program group funds overall jurisdiction functions required to enable performance of the work in support of Congress. This includes leases, training, and safety apparel. Using a zero-based budgeting approach, focus was placed on effectively maintaining outstanding client services and stewardship within existing and/or reduced resources.



The Payroll Program Group accounts for 62.2% of the HOB budget and funds salaries and benefits for employees specifically supporting the appropriation. These funds provide the capacity to perform the required preventive and corrective maintenance of Heating, Ventilation, Air Conditioning (HVAC), plumbing, elevator, and electrical systems in order to maintain the service level required for the HOB. This budget item provides for the ongoing operational support to clean and perform custodial work, and requested customer services within all spaces within the HOB. Of the funds requested, approximately 38% provides for Facilities Operations Activities, 23% for Facilities Maintenance Activities, 22% for Client Services Activities, 10% for Project Delivery, and 7% for Jurisdictional Support Services.



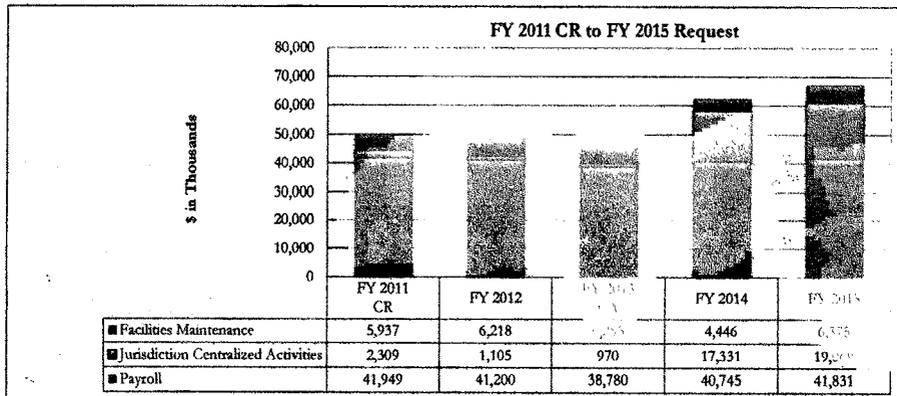
House Office Buildings

OPERATING BUDGET SUMMARY (continued)

The Jurisdiction Centralized Activities Program Group accounts for 28.3% of the House Office Buildings (HOB) budget and funds lease of facilities, training, registration, and seminar fees; uniform allowances; safety apparel; emergency preparedness and gasoline. Of the funds requested, 87% will support the lease of facilities including the Thomas P. O'Neill, Jr. Federal Building and space for the Office of Congressional Ethics. In addition, 8% of the budget request will provide funding for Congressional moves; 3% will fund required and critical training to maintain certifications, comply with safety regulations and provide for continuing education of the workforce; and 2% provides for uniform allowance and safety apparel for HOB jurisdiction employees.

The Facilities Maintenance Program Group accounts for 9.5% of the HOB budget. This provides the supplies, materials and contracted services to perform the required preventive and corrective maintenance of the building heating, cooling, plumbing, elevator, and electrical systems in order to maintain the historic service level required for the HOB. This provides for the ongoing operational support to clean and perform custodial work and requested customer services of all spaces within the HOB facilities. Of the funds requested, approximately 49% provides for General Maintenance; 41% for Cleaning; 8% for Heating, Ventilation and Air Conditioning (HVAC); and 2% for House Restaurant maintenance.

FUNDING OVERVIEW



FY 2014 increase in Jurisdiction Centralized Activities funding is due to the lease costs for the Thomas P. O'Neill, Jr. Federal Building.



House Office Buildings

BUDGET SUMMARY

The Architect of the Capitol, subject to the approval and direction of the House Office Building Commission, is responsible for the maintenance, repair, operations, mechanical and electrical infrastructure, Heating, Ventilation, Air Conditioning (HVAC), plumbing, painting, cleaning and any construction of the House Office Buildings to include the Cannon, Longworth, Rayburn, and Ford; the House annexes; the House Page Dormitory; the House garages; the House subways; and leased facilities.

Total Budget (\$000)					
Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Operating Budget	46,005	45,637	62,522	67,275	4,753
Multi-Year Projects	43,263	9,727	9,100	41,659	32,559
No-Year Projects	28,443	8,043	70,000	70,000	-
Total	117,710	63,408	141,622	178,934	37,312

Operating Budget (\$000)					
Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	6,255	6,012	4,446	6,375	1,930
Jurisdiction Centralized Activities	970	862	17,331	19,069	1,737
Payroll	38,780	38,763	40,745	41,831	1,086
Annual-Funded Projects	-	-	-	-	-
Total	46,005	45,637	62,522	67,275	4,753

Multi-Year and No-Year Projects (\$000)					
Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Multi-Year Projects	43,263	9,727	9,100	41,659	32,559
No-Year Projects	28,443	8,043	70,000	70,000	-
Total	71,706	17,770	79,100	111,659	32,559

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriations



House Office Buildings

BUDGET SUMMARY (continued)

Full Time Employees (FTE) - Project Funded					
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
House Office Buildings	478	503	-	-	503

¹ FTE under utilization represents AOC hiring slowdown due to sequestration.

Object Class (0000)					
Object Class		FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2014/2015 Difference
11	Personnel Compensation	32,506	30,319	31,127	808
12	Personnel Benefits	11,179	10,426	10,704	278
21	Travel	6	30	31	1
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	281	16,537	16,584	47
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	4,609	12,450	13,992	1,542
26	Supplies and Materials	4,684	5,355	6,376	1,021
31	Equipment	120	725	2,756	2,031
32	Land and Structures	10,443	65,775	97,357	31,582
42	Insurance Claims and Indemnities	1	5	7	2
Total		63,827	141,622	178,934	37,312

¹ FY 2013 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.



House Office Buildings

FY 2015 ANALYSIS OF CHANGE

	FY 2015 Appropriation	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	503	141,622
Non-Recurring Costs		
Minor Construction.....		(5,500)
CAO Project Support.....		(3,600)
No-Year Projects.....		(70,000)
Other Decreases		
	-	-
Total Program Decreases	-	(79,100)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		72
FY 2015 FEHB Employer Contribution Increase of 4.0%.....		125
FY 2015 Cost-of-Living Adjustment of 1.8%.....		579
FY 2015 Within Grade Increase.....		310
Total Mandatory Pay Related Costs		1,086
Total Price Level Changes		
Jurisdiction Centralized Activities.....		15
Facilities Maintenance.....		84
Total Price Increases		100
Program Increases:		
Facilities Maintenance.....		1,845
Jurisdiction Centralized Activities.....		1,722
Multi-Year Projects:		
Garage Rehabilitation, Phase I, RHOB.....		30,497
Minor Construction.....		7,000
CAO Project Support.....		4,162
No-Year Projects:		
House Historic Buildings Revitalization Trust Fund.....		70,000
Total Program Increases	-	115,227
Net Increase/Decrease	-	37,312
Total Appropriation	503	178,934



House Office Buildings

SUMMARY OF CHANGES

The Operating Budget of the House Office Buildings appropriation funds all costs associated with the daily care, maintenance and operation of its facilities. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Operating Program (\$000)						
Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	4,446	-	84	1,845	6,375	1,930
Jurisdiction Centralized Activities	17,331	-	15	1,722	19,069	1,737
Payroll	40,745	-	1,086	-	41,831	1,086
Total	62,522	-	1,185	3,568	67,275	4,753

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of \$99K due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Facilities Maintenance

The Facilities Maintenance Program Group funds annual building maintenance services required throughout the buildings under the appropriation's purview. It includes repairing and modifying air conditioning systems, electrical systems, elevators, masonry, and plumbing; custodial services; preventative interior and exterior building maintenance (e.g., painting, pointing, caulking, and surface preservation); insect and pest control; solid and bulk waste disposal; maintenance of fire alarm systems; chimney cleaning and repairs and light systems maintenance, as applicable.

The program increase of \$1,945K reflects the following requirements:

- **(\$500K)** Funds are needed due to additional exterior maintenance related to deteriorating caulking of the Rayburn and Longworth buildings.
- **(\$500K)** Additional funds are needed for fixture relamping efforts in FY 2015.
- **(\$250K)** This funding is requested to provide funds that are immediately available for unforeseen maintenance costs due to aging buildings and infrastructure.
- **(\$175K)** Requested increase reflects the need to refurbish the escalator steps across all House office buildings.
- **(\$170K)** Requested increase for heating, ventilation, and air conditioning is necessary to increase funding to meet current needs.
- **(\$80K)** Funds are needed for equipment purchases to replace aging equipment.

House Office Buildings



SUMMARY OF CHANGES (continued)

- **(\$50K)** Additional funds are needed for hazardous materials abatement to bring funding in line with prior year spending history.
- **(\$50K)** Requested increase for carpentry is necessary to increase funding to meet current needs.
- **(\$50K)** Requested increase for painting is necessary to increase funding to meet current needs.
- **(\$20K)** Requested increase will provide additional funds for cleaning contract re-negotiation.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; vehicles leases, operations and maintenance; safety apparel; emergency preparedness and gasoline and oil, as applicable.

The program increase of \$1,722K reflects three FY 2015 requirements:

- **(\$1,600K)** Fiscal Year 2015 election year Congressional Moves.
- **(\$50K)** Requested increase for training funds is necessary to continue ongoing employee development efforts, as well as for supervisory training and required emergency preparedness training.
- **(\$47K)** Additional funds are needed for mandatory increases in lease and maintenance costs per contractual agreement.
- **(\$25K)** Additional funds are needed to provide safety apparel to comply with existing workplace safety standards.

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; and employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$1,086K, reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.



House Office Buildings

CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or system replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs; with a focus on energy savings. It also includes Minor Construction funds that provide jurisdictions with the flexibility to respond to unforeseen requirements as generated from the Members, Committees, and other Architect of the Capitol clients.

2015-2017 Projects (2015)		Request Amount
Line Item Construction Program Projects:		
Garage Rehabilitation, Phase I, RHOB.....		30,497
	Total	30,497
Other Projects:		
Minor Construction.....		7,000
CAO Project Support.....		4,162
	Total	11,162
	Total Project Request	41,659



House Office Buildings

CAPITAL MULTI-YEAR PROJECTS SUMMARY (continued)

Minor Construction

\$7,000K

Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects for the House Office Buildings.

CAO Project Support

\$4,162K

Support for U.S. House of Representatives Chief Administrative Officer (CAO) requests. The CAO requested 10 projects for a total cost of \$4,162K:

- Data Closet Cooling. Multiple data closets throughout the House office buildings do not have proper ventilation and cooling capacity and as a result the closets get excessively warm. This heat strains the data equipment and will shorten its lifespan. This project will provide increased cooling capacity. (\$720K)
- Food service equipment replacement and infrastructure upgrades. This effort will replace existing equipment and upgrade necessary infrastructure as needed based on a lifecycle replacement schedule that will be developed. (\$660K)
- Longworth Vertical Pathway. The existing pathway on the west side of the Longworth building is reaching capacity and will not be able to support additional cabling. This project will provide a vertical pathway through the east side elevator shaft extension and from the elevator lobby on each floor into the main cable tray system. (\$525K)
- VOIP Infrastructure. Funding will provide uninterrupted power to support data network equipment in telecommunications rooms and Member suites that will ensure a reliable power supply when supporting Committee, Leadership, and support offices. (\$520K)
- Longworth serving area renovation project. This project includes the design and installation of new serving lines, salad bars, soup stations, beverage stations, and surrounding décor and fixtures. (\$482K)
- Hearing room design and infrastructure for audio/multimedia. This on-going effort provides funding for infrastructure costs resulting from audio/visual renovations of hearing rooms. (\$400K)
- Banquet Room Renovations. This funding will be used in the ongoing effort to renovate the banquet rooms used by the food service contractor. In addition, funds will be used to renovate associated multi-purpose rooms. (\$250K)
- House Staff Fitness Center Maintenance/Renovation. This funding will be used to renovate the fitness center to include providing new and improved flooring. (\$250K)
- Restaurant Equipment Replacement. This project will replace the washer in the catering laundry room, purchase and install energy efficient blast chillers, and conduct a feasibility study for future equipment replacement. (\$200K)
- Modular furniture for 10 Member office suites. (\$155K)



House Office Buildings

CAPITAL NO-YEAR PROJECTS

Public Law 111-68 established the House Historic Buildings Revitalization Trust Fund (Fund) for use by the Architect of the Capitol for the revitalization of the major historical buildings and assets of the House of Representatives which the Architect is responsible for maintaining and preserving. The law also permits transfers to this Fund from amounts appropriated to the House of Representatives under any heading other than Members Representational Allowances, subject to the approval of the Committee on Appropriations of the House of Representatives. Any amounts transferred to and merged with, or otherwise deposited into the Fund remain available until expended. Funds may not be obligated without the approval of the Committee on Appropriations of the House of Representatives.

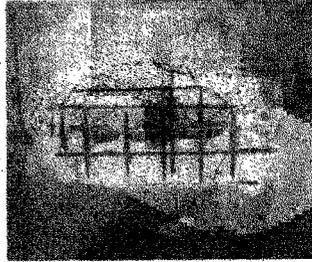
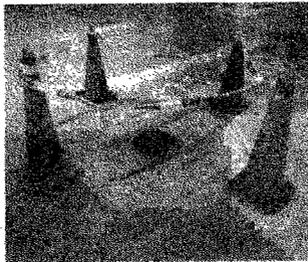
		Request Amount
No-Year Construction Projects:		
	House Historic Buildings Revitalization Trust Fund.....	70,000
	Total Project Request	70,000



House Office Buildings

Project Title: Garage Rehabilitation, Phase I, RHOB

Request: \$30,497K



Project Description: The Rayburn House Office Building garage was constructed in 1965 and consists of three full levels and two partial levels of parking areas, traffic lanes, ramps between levels and associated offices and egress stairways. The structural deck of the garage is a reinforced concrete deck with expansion joints supported by columns spaced approximately 35 feet on center in both directions. Structural rehabilitation of the Rayburn House Office Building parking garage structural framing is required to maintain the safety and security of the Congress and staff personnel.

- An engineering study completed in February 2000 identified severe corrosion of the reinforcing steel as well as spalling and delaminating concrete in the ceiling and bottom of columns. The study confirmed the reinforcing steel at the top and bottom of the decks was corroding at a rapid rate due to the application of de-icing salts in the winter and estimated that slab replacement needed to occur by 2014.
- In 2012, updated condition assessments, site surveys and materials tests were conducted which outlined the most immediate required repairs and provided a prioritized plan for the remaining work.
- This project will include architectural modifications for life safety, accessibility, lighting, electrical, mechanical, plumbing, fire protection, and physical security.
- This project will be subdivided into four phases: Phase I: SE Quadrant; Phase II: NE Quadrant; Phase III: NW Quadrant and Phase IV: SW Quadrant.

Risk and Impact If Not Funded: The Rayburn House Office Building Garage is in need of comprehensive project to address the concrete delamination. If not funded, continued deterioration will seriously jeopardize the garage structure resulting in increased localized slab failures, unsafe conditions for Members of Congress, personnel and property and increased rehabilitation costs. An interim thru-slab replacement program was established to keep pace with localized failures but is not the optimal method to address the condition. These failures are increasingly becoming larger, more costly and time consuming to repair.

Cost of Recurring Operations:

- From 2004 to 2013, nearly \$890,000 in operational funding has been invested in localized slab replacement and concrete repairs. These costs are likely to increase significantly if this project is not funded.
- Operation costs of the Rayburn House Office Building will decrease due to new energy savings systems.

Citation Driven: No.

Client Request: No.



House Office Buildings

Project Request Estimate:

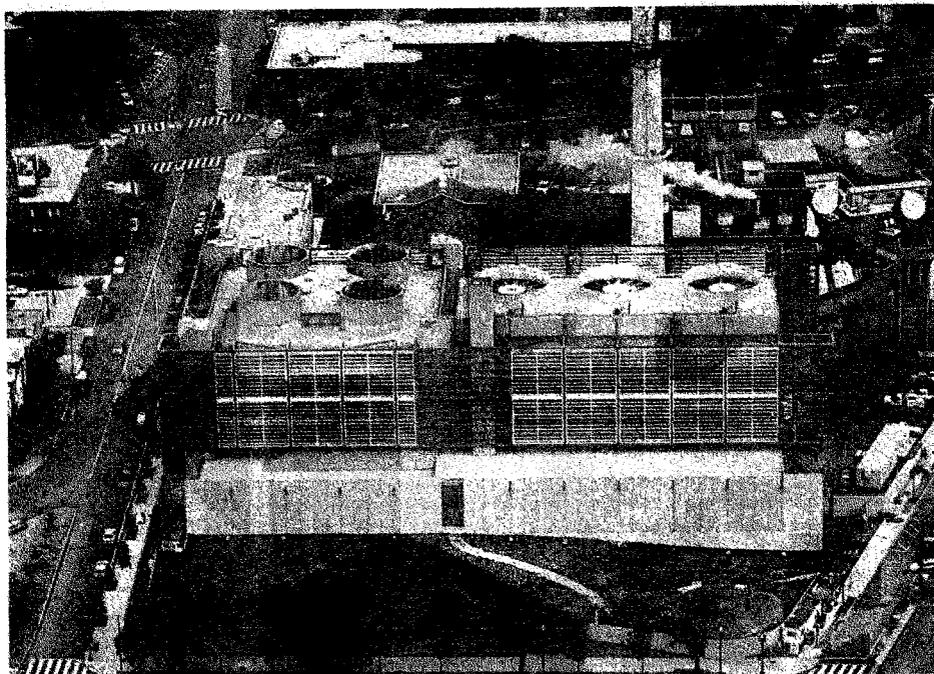
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour night shifts, M-F, No Weekends)	24,980
Construction Contingency (15% based upon prior history of garage concrete repair)	3,747
	Subtotal 28,727
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (6.16% due to prior history of EIJUG and WHUG projects)	1,770
Design & Project Management	
USCP Overtime	
	Subtotal 1,770
	Total Request 30,497
Supplemental Data:	
1. Design Status:	
a. Design Start Date	August 2011
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	September 2012
2. Construction Status (Estimated):	
a. Construction Contract Award Date	March 2015
b. Construction Start Date	April 2015
c. Construction Completion Date	October 2016
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	13.5

Program Funding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	497	-	-	-	-	497
Design	1,059	-	-	-	-	1,059
Construction, Phase I	-	-	-	30,497	-	30,497
Construction, Phase II	-	-	-	-	29,948	29,948
Construction, Phase III	-	-	-	-	31,706	31,706
Construction, Phase IV	-	-	-	-	34,569	34,569
Total:	1,556	-	-	30,497	96,223	128,276



Capitol Power Plant



AOC MISSION

To serve Congress and the Supreme Court, preserve America's Capitol, and inspire memorable experiences.

RESPONSIBILITIES IN SUPPORT OF AOC MISSION

The Capitol Power Plant (CPP) Jurisdiction is the centralized provider of utility services for the Capitol campus and provides dedicated space for satellite communication dishes. Operates and maintains a central steam plant for heating, a refrigeration plant that provides chilled water for air conditioning, and the tunnel distribution and associated metering systems to deliver these utilities. The CPP provides steam and chilled water for the U.S. Capitol, Senate office buildings, Senate garages, House office buildings, House garages, Library of Congress buildings, the U.S. Supreme Court, and the U.S. Botanic Garden. The CPP also provides steam and chilled water on a reimbursable basis to other clients, such as the Government Printing Office, the Thurgood Marshall Federal Judiciary building, the Postal Square building, Union Station and the Folger Shakespeare Library.



Capitol Power Plant

FACILITY SUMMARY:

Facility Name	Location	Year	Area	Value	Value	Value	
Old Generator Building	Washington, DC	1909	104	30,537	\$2,822,000	\$15,000	\$2,837,000
Main Boiler Building	Washington, DC	1909	104	74,820	\$15,656,000	\$7,928,000	\$23,584,000
East Refrigeration Plant	Washington, DC	1937	76	22,696	\$87,000	\$14,000	\$101,000
Tower Load Center (East)	Washington, DC	1964	49	500	\$69,000	\$13,000	\$82,000
Capitol Power Plant Administration	Washington, DC	1978	35	19,085	\$70,000	\$20,000	\$90,000
West Refrigeration Plant	Washington, DC	1978	35	122,917	\$20,784,000	\$12,254,000	\$33,038,000
Coal Facilities	Washington, DC	1990	23	126,487	\$31,000		\$31,000
Storage Building (Butler Building)	Washington, DC	2003	10	2,400			
West Refrigeration Plant (West Exp.)	Washington, DC	2006	7	47,902	\$17,000	\$8,000	\$956,000
Utility Tunnels	Washington, DC	Varies	Varies	115,815	\$17,000,000	\$21,768,000	\$38,768,000
Projects Across Multiple Facilities	Washington, DC	Varies	Varies	269,659	\$370,000	\$4,188,000	\$4,558,000
Total				832,818	\$53,990,000	\$47,920,000	\$100,910,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructure that is not included in the current priority or critical list.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by deterioration, obsolescence, or age.

Backlog equals total Deferred Maintenance plus Capital Renewal expected to become Deferred Maintenance within a five-year window.

Utility Tunnels consist of multiple utility tunnels throughout AOC.

Lease Type	Location	Area	Leased from	Contract Award Date	Contract End Date	FY 2015 Total Cost
Railroad Track	Washington, DC	748 ft of track	Private Sector	Jan 2003	Mar 2024	\$43,000

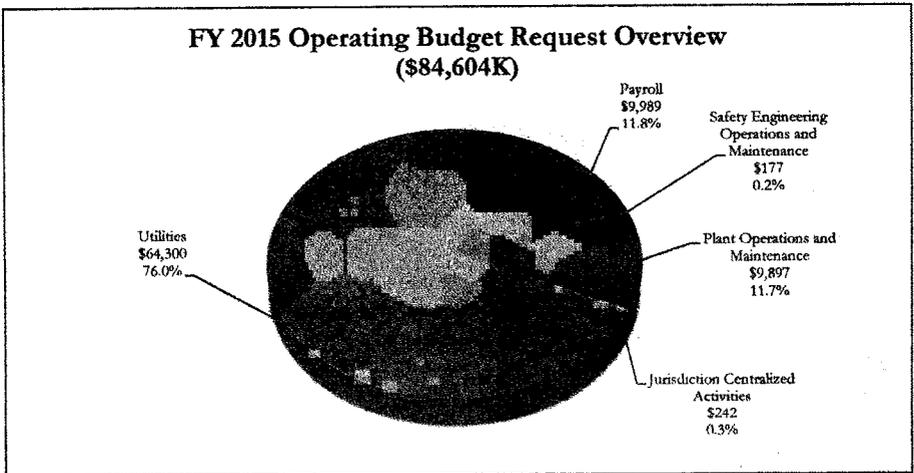


Capitol Power Plant

OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the Capitol Power Plant appropriation funds all costs associated with the daily care, maintenance and operation of its facility. The budget is divided into functional area Program Groups: Jurisdiction Centralized Activities, Payroll, Plant Operations and Maintenance, Safety Engineering Operations and Maintenance.



The **Utilities** Program Group accounts for 76.0% of CPP budget and funds all utilities including steam and chilled water for the entire Capitol campus, to include other facilities under the jurisdiction of the Architect of the Capitol, such as the National Audio Visual Conservation Center, Library of Congress facilities at Ft. Meade, the Alternate Computing Facility, the Senate Sergeant at Arms Mail Facility, payment for the Energy Savings Performance Contracts (ESPC) for the Senate office buildings, House office buildings and U.S. Capitol. Of the funds requested (excluding reimbursable) approximately 57% is used for electricity costs, 22% for natural gas, 15% is for payment of the ESPC and the remaining 6% costs is for fuel oil, water and sewer services, steam and chilled water.

The **Payroll** Program Group accounts for 11.8% of CPP budget and funds salaries and benefits for employees specifically supporting the appropriation. Work associated with operations accounts for 32% operation and maintenance accounts for 37%. This provides the manpower to operate and maintain heating and cooling equipment necessary to provide steam and chilled water to the AOC campus and customers. Eleven percent (11%) of the work associated with client services provides operation and maintenance within the utility distribution system to all customer buildings. Eight percent (8%) of the work associated with project delivery accounts provides for planning, scope preparation, project review, contract administration, and client coordination. Work associated with support services accounts for 12% and provides inventory, human resource, financial and procurement support.



Capitol Power Plant

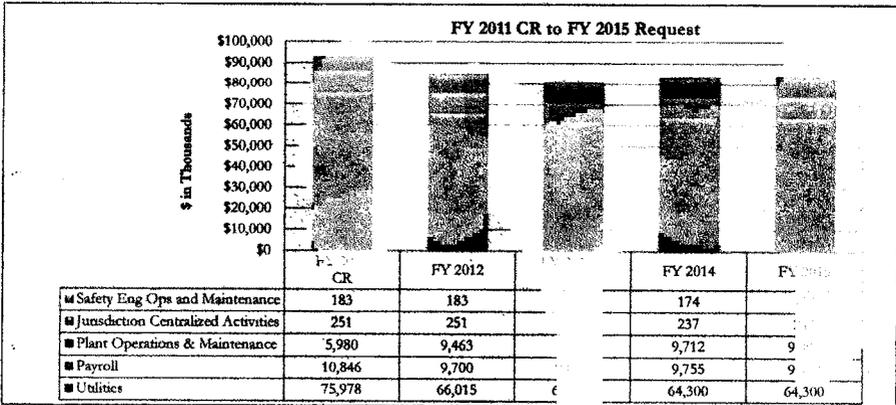
OPERATING BUDGET SUMMARY (continued)

The **Plant Operations and Maintenance** Program Group accounts for 11.7% of Capitol Power Plant budget and funds the inspections of equipment, general annual repairs and maintenance, purchase of industrial supplies, operation and maintenance of the utility distribution system, exterior building maintenance and hazardous material abatement. Work associated with the utility distribution system accounts for 45% of the total request, which provides steam station repairs, concrete repairs, re-insulation work to steam lines, operations and maintenance contract for the utility distribution systems and maintenance of the energy metering system. General repairs and industrial supplies account for 55% of the request, which provides repairs, maintenance, chemicals to boiler and refrigeration equipment.

The **Jurisdiction Centralized Activities** Program Group accounts for 0.3% of Capitol Power Plant budget and funds primarily safety training, emergency preparedness and employee uniforms. Training and travel contribute to 44% of this request and is used primarily for required Architect of the Capitol and safety training. Emergency Preparedness accounts for 41% of this request and covers costs associated with program review and support in emergency preparedness exercises, updating current emergency preparedness plans and policies. Employee uniforms are funded with the remaining 15% and provide clothing in accordance with the AOC uniform policy.

The **Safety Engineering Operations and Maintenance** Program Group accounts for 0.2% of the Capitol Power Plant budget and funds personal protective equipment, safety supplies, equipment, inspections, and certifications. Personal protective equipment and safety supplies accounts for 56% of this request and provides equipment such as specialized safety clothing, i.e., arc flash protection apparel, safety shoes, safety glasses, confined space entry meters, fall protection devices and ear protection. Safety inspections and certifications accounts for 44% of this request and provides fire system inspections, boiler and refrigeration plant inspections.

FUNDING OVERVIEW (Excludes reimbursable utilities)





Capitol Power Plant

BUDGET SUMMARY

The Capitol Power Plant appropriation is responsible for managing and operating the Capitol Power Plant. The CPP is the centralized provider of utility services for the Capitol campus and provides dedicated space for satellite communication dishes. The CPP operates and maintains a central steam plant for heating, a refrigeration plant that provides chilled water for air conditioning, and the tunnel distribution and associated metering systems to deliver these utilities. The CPP provides steam and chilled water for the U.S. Capitol, Senate office buildings, Senate garages, House office buildings, House garages, Library of Congress buildings, and the U.S. Botanic Garden. The CPP also provides steam and chilled water on a reimbursable basis to other clients, some of whom are not Legislative Branch entities, such as Union Station and the Folger Shakespeare Library.

Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2013/2014 Difference
Operating Budget	81,169	87,002	84,178	84,604	426
Multi-Year Projects	31,665	697	32,500	10,386	(22,114)
Total	112,833	87,699	116,678	94,990	(21,688)

Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2013/2014 Difference
Jurisdiction Centralized Activities	237	229	237	242	5
Payroll	9,000	8,840	9,755	9,989	233
Plant Operations and Maintenance	9,700	9,836	9,712	9,897	185
Safety Eng Ops and Maintenance	174	144	174	177	3
Utilities	62,058	67,954	64,300	64,300	-
Annual-Funded Projects	-	-	-	-	-
Total	81,169	87,002	84,178	84,604	426

Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2013/2014 Difference
Total	31,665	697	32,500	10,386	(22,114)

¹ FY 2013 Actual obligations can include reprogrammings/transfers from other appropriations. It also includes reimbursable utilities.

² FY 2014 and FY 2015 request excludes reimbursable utilities.



Capitol Power Plant

BUDGET SUMMARY (continued)

Fund Title: Appropriations (FTE) - Project Funded					
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
Capitol Power Plant	77	85	-	-	85

¹FTE under utilization represents AOC hiring slowdown due to sequestration.

Object Class (2000)					
Object Class		FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2014/2015 Difference
11	Personnel Compensation	7,877	7,274	7,498	224
12	Personnel Benefits	2,566	2,481	2,491	10
21	Travel	21	10	10	-
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	62,562	64,396	64,300	(96)
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	21,567	35,908	14,049	(21,859)
26	Supplies and Materials	2,772	2,329	2,354	25
31	Equipment	367	360	368	8
32	Land and Structures	398	3,920	3,920	-
42	Insurance Claims and Indemnities	-	-	-	-
Total		98,130	116,678	94,990	(21,688)

¹ FY 2013 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.



Capitol Power Plant

FY 2015 ANALYSIS OF CHANGE

	FY 2015 Appropriation	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	85	116,678
Offsetting Collections		9,000
Adjusted, Appropriation, FY 2014.....		125,678
Non-Recurring Costs		
WRPE Cooling Tower Addition, RPR, Phase IIB.....		(13,200)
WRPE Chiller Addition.....		(13,000)
Cogeneration Management Program, CPP.....		(2,300)
Minor Construction.....		(4,000)
Other Decreases		
Total Program Decreases		(32,500)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		16
FY 2015 FEHB Employer Contribution of 4.0%.....		24
FY 2015 Cost-of-Living Adjustment of 1.8%.....		122
FY 2015 Within Grade Increase.....		72
Total Mandatory Pay Related Costs		233
Total Price Level Changes		
Jurisdiction Centralized Activities.....		5
Plant Operations and Maintenance.....		185
Safety Eng Ops and Maintenance.....		3
Total Price Level Changes		192
Program Increases:		
Multi-Year Projects:		
WRP Chiller System Replacement, RPR, Phase IIIS, CPP.....		4,686
Cogeneration Management Program, CPP.....		1,700
Minor Construction.....		4,000
Total Program Increases		10,386
Net Increase/Decrease		(21,688)
Offsetting Collections.....		(9,000)
Total Appropriation	85	94,990



Capitol Power Plant

SUMMARY OF CHANGES

The Operating Budget of the Capitol Power Plant appropriation funds all costs associated with the daily care, maintenance and operation of the CPP. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Operating Programs (\$000)						
Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2013/2014 Difference
Jurisdiction Centralized Activities	237	-	5	-	242	5
Payroll	9,755	-	233	-	9,989	233
Plant Operations and Maintenance	9,712	-	185	-	9,897	185
Safety Eng Ops and Maintenance	174	-	3	-	177	3
Utilities	64,300	-	-	-	64,300	-
Total	84,178	-	426	-	84,604	426

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of \$193K due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; vehicle leases, operations and maintenance; safety apparel; emergency preparedness, and gasoline and oil.

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan, and employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$233K, reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.



Capitol Power Plant

SUMMARY OF CHANGES (continued)

Power Plant Operation and Maintenance

The Power Plant Operations and Maintenance Program Group funds operations and maintenance of Power Plant equipment to include general annual repairs and maintenance, purchase of industrial supplies, insulation of steam and chilled water lines, and vehicle rentals.

Safety Engineering Operations and Maintenance

The Safety Engineering Operations and Maintenance Program Group provides funding for safety-related activities, including procurement of personal protective equipment; confined-space entry meters; fall protection devices; electrical safety equipment; respirators and hard hats; and safety inspections and certifications. For the Capitol Power Plant, this Program Group provides funding for similar activities that are funded in the Jurisdiction Centralized Activities Program Group in other jurisdictions.

Utilities

The Utilities Program Group provides funding for the purchase of utilities for the entire Capitol campus including other facilities under the jurisdiction of the Architect of the Capitol, such as the National Audio Visual Conservation Center, the Alternate Computing Facility, and the Senate Sergeant at Arms Facilities.

Utilities	FY 2014 Enacted	Realign	Price Increase	Program Decrease	Total Request
Gas Service	16,750	(1,073)	-	-	15,677
Electrical Energy	34,835	-	-	-	34,835
Steam	630	-	-	-	630
Chilled Water	1,735	40	-	-	1,775
Water & Sewer	6,710	725	-	-	7,435
Fuel-Oil	2,591	-	-	-	2,591
Postal Square	721	25	-	-	746
Solid Fuel	500	-	-	-	500
Energy Saving Performance Contracts	8,828	283	-	-	9,111
Reimbursement, Steam & Chilled Water	(9,000)	-	-	-	(9,000)
Total	64,300	-	-	-	64,300



Capitol Power Plant

CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or system replacement requirements to address fire, life-safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs, with a focus on energy savings. It also may include funds that provide jurisdictions with the flexibility to respond to unforeseen minor construction requirements as generated from the Architect of the Capitol Members, Committees, and other AOC clients.

	<u>Request Amount</u>
Line Item Construction Program Projects:	
WRP Chiller System Replacement, RPR, Phase IIIS, CPP.....	4,686
Total	4,686
Other Projects:	
Cogeneration Management Program, CPP.....	1,700
Minor Construction.....	4,000
Total	5,700
Total Project Request	10,386

Minor Construction

\$4,000K

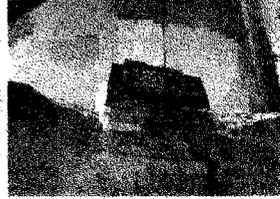
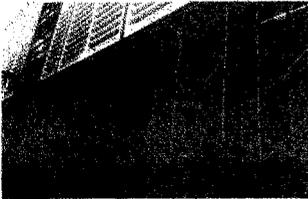
Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Capitol Power Plant appropriation.



Capitol Power Plant

Project Title: WRP Chiller System Replacement, RPR, Phase IIIS, CPP

Request: \$4,686K



Project Description: The West Refrigeration Plant (WRP) is more than 30 years of age and has long had structural and waterproofing issues that have only received stop-gap repairs. The structural repairs in the last 10 years have been limited to the architectural precast panels that clad the exterior of the building. Repairs to the deeper, less obvious problems have not been done. Recent failures to spandrel beams initiated an assessment which has accelerated this phase of the program. Structural netting in areas of already falling concrete has been installed as a safety measure. Chlorides added to the cooling water for biological growth control subject stainless steel to corrosion. This sub-phase will address the poor condition and decay of the WRP structure and will include:

- Repair of precast concrete connections that are corroding from chlorides in the cooling tower water spray.
- Repair of cracks in the cast-in-place concrete walls, columns and decks to prevent further corrosion of their reinforcing from chlorides added in the cooling water.
- Removal and replacement of sealant in deck and wall joints.
- Application of water repellent coatings on the concrete roof deck and exposed vertical and horizontal surfaces of the cast-in-place concrete.
- Repair of flashing at column transitions.
- A dust protection system to control excessive concrete dust during the repairs which can potentially damage the Capitol Power Plant's cooling tower system.

Cost of Recurring Operations: Chlorides added to the cooling water for biological growth control subjects stainless steel to corrosion; therefore, the old stainless steel liner pan and new stainless steel structural connections are subject to accelerated corrosion. On-going monitoring of exposed stainless steel connections and cracks in structural concrete will be required at an annual cost of \$50,000.

Risk and Impact If Not Funded:

- Spray from the cooling water will carry chlorides deep into the structure if cracks are not sealed which will corrode the steel reinforcements and substantially weaken the structure such that a catastrophic collapse could occur without warning.
- If this project is not funded, the concrete will continue to deteriorate and will represent a significant life safety risk and a threat to the building equipment and infrastructure.
- Failure of the WRP infrastructure would result in an interruption in cooling to the Capitol campus.

Citation Driven: No.

Client Request: No.



Capitol Power Plant

Project Funding Request:

WRP Chiller System Replacement, RFA, Phase IIB, CPP (\$900)	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts, M-F only)	3,438
Construction Contingency (15% based on risk of further deterioration since the completion of the documents)	516
Subtotal	3,954
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.45% standard mark-up based on estimated construction)	532
Design & Project Management (Supplemental project management services)	200
USCP Overtime	
Subtotal	732
Total Request	4,686
Supplemental Data:	
1. Design Status:	
a. Design Start Date	June 2013
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	December 2013
2. Construction Status (Estimated):	
a. Construction Contract Award Date	November 2014
b. Construction Start Date	January 2015
c. Construction Completion Date	December 2016
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	2.1

Program Funding Overview:

WRP Chiller System Replacement, All Phases, CPP - Total Summary (\$900)						
Task	Prior FY 2013 Funded	FY 2013 Funded ²	FY 2014 Funded ³	FY 2015 Requested	FY 2016-2020 Anticipated ⁵	Total Projected Requirement
Design ¹	7,442	-	-	-	-	7,442
Construction ¹ (Phase I)	16,411	-	-	-	-	16,411
Construction ¹ (Phase IIA)	-	15,694	-	-	-	15,694
Construction ¹ (Phase IIB)	-	-	26,200	-	-	26,200
Construction ¹ (Phase IIBS)	-	-	-	4,686	-	4,686
Construction ¹ (Phase III)	6,400	-	-	-	104,560	110,960
USCP Overtime	-	-	200	-	1,600	1,800
Total	30,253	15,694	26,400	4,686	106,160	183,193

¹Design and construction costs include program management fees.

²FY 2013 request for Phase IIA was \$26,200K and \$13,294K was funded. \$13,294K was moved to fund Phase IIB with additional funding of \$2,400K from other sources to fully fund Phase IIB at an updated cost of \$15,694K.

³FY 2013 request for Phase IIA was \$26,200K and \$26,200K was fully funded in FY 2014.

⁴Phase III will be divided into multiple phases. Costs are currently being updated.

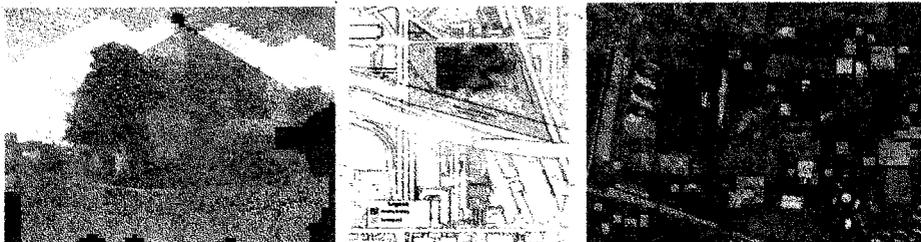
⁵FY 2016 - FY 2020 anticipated funding based upon a Program of Requirements completed in 2010.

Capitol Power Plant



Project Title: Cogeneration Management Program, CPP

Request: \$1,700K



Project Description: The project will provide for project management, construction management, and review and commissioning services by contracting for these on a temporary basis. The planned Cogeneration project includes the installation of two gas-fired Cogeneration units at the CPP's East Refrigeration Plant with all associated required equipment and infrastructure to generate electricity and steam. The East Refrigeration Plant will be enlarged and other site changes will be made at the CPP to accommodate this new system. Demolition includes equipment in and adjacent to the East Refrigeration Plant and the removal of the existing abandoned cooling towers. The design and construction work will be accomplished through a Utility Energy Services Contract. The new construction will be funded through a financing vehicle. The Cogeneration building efforts will generate heavy construction at the Capitol Power Plant. Work involves specialized industrial equipment that must be installed and connected to critical operations equipment and systems so as not to negatively impact the delivery of steam and chilled water to the Capitol while enhancing the energy efficiency of the Capitol Power Plant. AOC must ensure the construction is properly managed and will thereby provide for third-party review and commissioning services for this project. The AOC does not have the personnel required to perform this work and must request funds to contract for these efforts.

Risk and Impact If Not Funded: Without these funds and services, the AOC will be unable to monitor and verify the proper execution of the construction contract. The AOC may be non-compliant with the Energy Independence and Security Act in terms of energy reduction, and will have lost opportunities to save energy, as well as ensure security and continuity of government operations.

Cost of Recurring Operations: The construction contract will be financed via a Utility Energy Services Contract. Recurring operations costs are yet to be determined factoring in the final financing arrangement, energy savings and performance guarantees. Cogeneration is expected to save approximately \$6 to \$7 million annually in utility costs over current operations and will be used to pay for the improvements. Additional Cogeneration benefits include increased plant efficiency and reliability, a reduction in emissions, and a cost avoidance of \$16 million to retrofit existing 60-year-old boilers to meet new environmental regulations. In addition, utilizing Cogeneration will significantly reduce energy consumption.

Citation Driven: No.

Client Request: No.



Capitol Power Plant

Program Funding Overview:

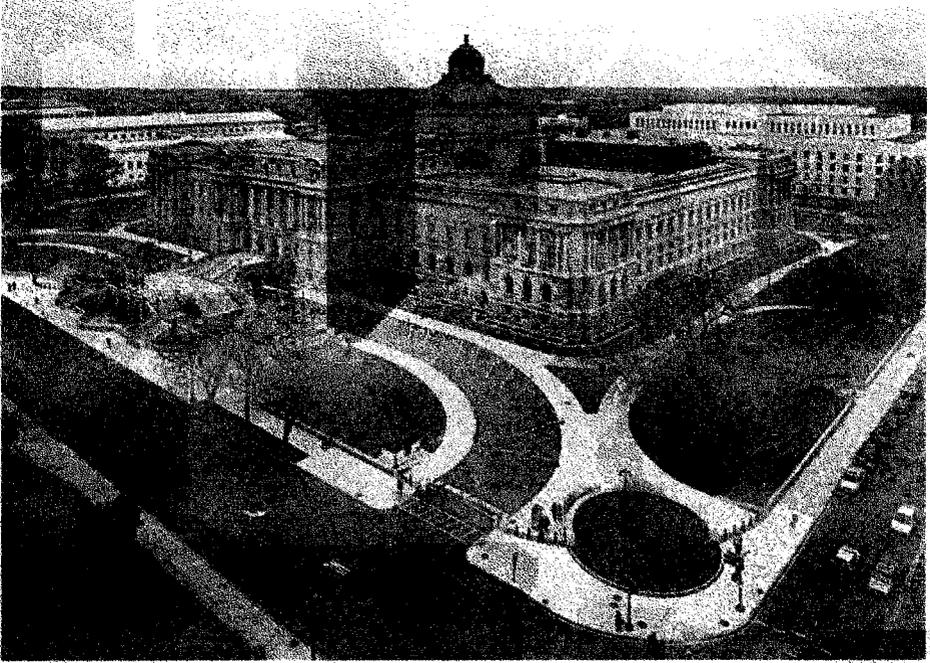
Construction Management Program - Total Estimate (2000)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Pre-Design / Design	6,260	100	150	-	-	6,510
Construction - Demolition	3,719	-	-	-	-	3,719
Project Management	662	328	328	178	250	1,744
Construction Mgmt / Consultants	2,279	1,573	1,823	1,323	250	7,247
USCP Overtime	-	-	-	200	100	300
Total	12,920	2,000	2,300	1,700	600	19,520

Note 1: Funding includes upward adjustment to offset actual receipts from prior year requests.

Note 2: Although funding beyond FY 2014 was not initially anticipated, the start of construction has been delayed because of a delay in receiving the necessary air permits and revised procurement strategy for the project. Consequently, construction will now extend into FY 2016 and will require FY 2015 and beyond funding for necessary project and construction management support. Certain parts of these support costs have been avoided due to the delay in starting construction, and such costs have been factored into the determination of the anticipated funding needs for FY 2015.



Library Buildings and Grounds



AOC MISSION

To serve Congress and the Supreme Court, preserve America's Capitol, and inspire memorable experiences.

RESPONSIBILITIES IN SUPPORT OF AOC MISSION

The Library Buildings and Grounds (LB&G) jurisdiction is responsible for the maintenance, repair and operations; mechanical and electrical infrastructure; Heating, Ventilation and Air Conditioning (HVAC); plumbing; painting; grounds maintenance; snow removal; and any construction to the Library of Congress (LOC) buildings and grounds. Facilities include: Thomas Jefferson Building; James Madison Memorial Building; John Adams Building; and LOC Special Facilities Center, which includes the Little Scholars child development center. The LB&G jurisdiction manages the LOC facilities within the 100-acre Congressional campus at Fort Meade, Maryland. These include four collection storage modules with environmentally-controlled conditions housing LOC collections. The LB&G jurisdiction also is responsible for managing the 45-acre Packard Campus of the National Audio-Visual Conservation Center located in Culpeper, Virginia. The Center is the Nation's centralized facility for acquisition, cataloging, storage and preservation of moving images and recorded sound.



Library Buildings and Grounds

FACILITY SUMMARY:

Facility Name / Type	Location	Year Built	Number of Buildings	Area (sq. ft.)	Deferred Maintenance	Capital Renewal	Backlog	
Thomas Jefferson Building	Washington, DC	1897	116	635,144	\$81,075,000	\$16,492,000	\$97,567,000	
John Adams Building	Washington, DC	1938	75	765,931	\$75,389,000	\$40,839,000	\$116,228,000	
Warehouse Buildings (Ft. Meade)	Columbia, MD	1942	71	187,143	\$18,221,000	\$600,000	\$18,821,000	
James Madison Memorial Building	Washington, DC	1980	33	2,084,576	\$33,557,000	\$95,524,000	\$129,081,000	
Special Services Facility Center	Washington, DC	1990	23	42,654				
Book Storage Modules (Ft. Meade)	Columbia, MD	2002	11	169,543	\$8,000	\$17,000	\$25,000	
Packard Campus for Audio-Visual Conservation	Culpeper, VA	2007	6	426,266	\$4,324,000		\$4,324,000	
Projects Across Multiple Facilities	Washington, DC	Varies	Varies	Varies		\$123,000	\$123,000	
Total					4,311,257	\$212,574,000	\$153,595,000	\$366,169,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructure that is past due causing failure or partial failure.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by aged building components prior to failure.

Backlog equals total Deferred Maintenance plus Capital Renewal expected to become Deferred Maintenance within a five year window.

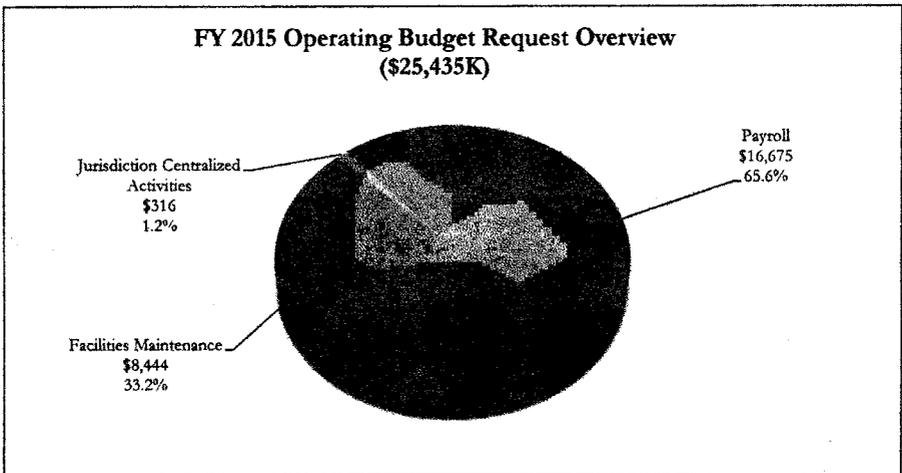


Library Buildings and Grounds

OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the Library Buildings and Grounds appropriation funds all costs associated with the care, maintenance and operation of the Library of Congress buildings and grounds, with the exception of cleaning services. The budget is divided into three functional area Program Groups: Facilities Maintenance, Jurisdiction Centralized Activities, and Payroll. LOC Grounds maintenance is included in Facilities Maintenance.



The **Payroll** Program Group accounts for 65.6% of the LB&G budget, and funds salaries and benefits for employees specifically supporting this appropriation.

Project delivery accounts for 48% of payroll. Work associated with project delivery includes planning, preparing scopes of work, designing and reviewing projects; administering contracts; coordinating with clients; and startup and commissioning of new systems.

Facilities maintenance and client services account for 25% and 19% of the payroll budget, respectively. These include planned and corrective repair maintenance activities; emergency maintenance response; execution of projects within the Space Modernization Program; and skilled trades' support for multi-year funded projects.

Jurisdictional Support Services is 5% of the Payroll Program Group request. This provides for management, oversight, and guidance to ensure jurisdiction operations are carried out efficiently and effectively.

A portion of the payroll covers the planning management, and oversight of maintenance for historic works of art in the Thomas Jefferson Building to ensure they are preserved for future generations.



Library Buildings and Grounds

OPERATING BUDGET SUMMARY (continued)

The **Facilities Maintenance** Program Group accounts for 33.2% of the Library Buildings and Grounds budget. This provides building maintenance services for daily Library of Congress operations (including off-site locations in Culpeper, Virginia and Fort Meade, Maryland).

Funding for the Packard Campus of the National Audio-Visual Conservation Center in Culpeper is 40% of the Facilities Maintenance request. This funding provides for daily maintenance and care of the 426,266 square foot facility. The request covers costs associated with the extensive air and wastewater testing, sampling, and permit process that is required to support the laboratory and film processing activities.

The **Space Modernization** Program is 17% of the Facilities Maintenance request, and funds approximately 100,000 square feet of office space reconfigurations and improvements within public spaces such as cafeterias, building entrances, and restrooms, as well as public courtyards and meeting spaces.

Shop Operations is 17% of the Facilities Maintenance request. It includes materials and parts for plumbing, electrical, masonry, carpentry, elevator, sheet metal, painting of public spaces, re-lamping, pointing and caulking.

The **Facilities Maintenance** Program Group funds supplies and services for Heating, Ventilation, Air Conditioning filters, boiler maintenance and inspections, grease trap maintenance, and back-flow prevention inspections.

The **Facilities Maintenance** Program Group funds maintenance and inspection of heritage asset items such as murals, decorative paint schemes, sculptures, stained glass, mosaics and other fine art.

Unlike other Architect of the Capitol jurisdictions which are served by the Capitol Grounds jurisdiction, the LB&G is responsible for LOC campus grounds-keeping, landscape maintenance, and snow removal. This includes purchases of salt, snow melt, snow blowers, spreaders, and other snow removal items.

Fire alarm systems and testing maintenance is 12% of the Facilities Maintenance request. Fire and life safety systems (i.e., smoke and beam detectors, sprinklers, strobes, and flow switches) require regular fire code inspection, testing and maintenance activities.

Funding for repair of life safety deficiencies and hazardous materials abatement are 2% of the Facilities Maintenance request. These funds correct deficiencies and hazards identified in fire and life safety inspections. The hazardous materials abatement line covers costs associated with the removal of asbestos, lead, mold, and other hazardous materials.

Book storage facility support accounts for 12% of the Facilities Maintenance request, and is used for the contract of the daily maintenance and care of the 187,143 square foot Collections Storage Modules and warehouses at Ft. Meade.

The **Jurisdiction Centralized Activities** Program Group is 1.2% of the LB&G budget, and funds training and travel, uniform allowances, safety apparel, gasoline and oil, vehicle maintenance, and emergency preparedness.

Training and travel requirements are 47% of the Jurisdiction Centralized Activities Program Group request. These funds are utilized to meet Occupational Safety and Health Administration (OSHA) requirements for safety training and related certification for shop personnel.



Library Buildings and Grounds

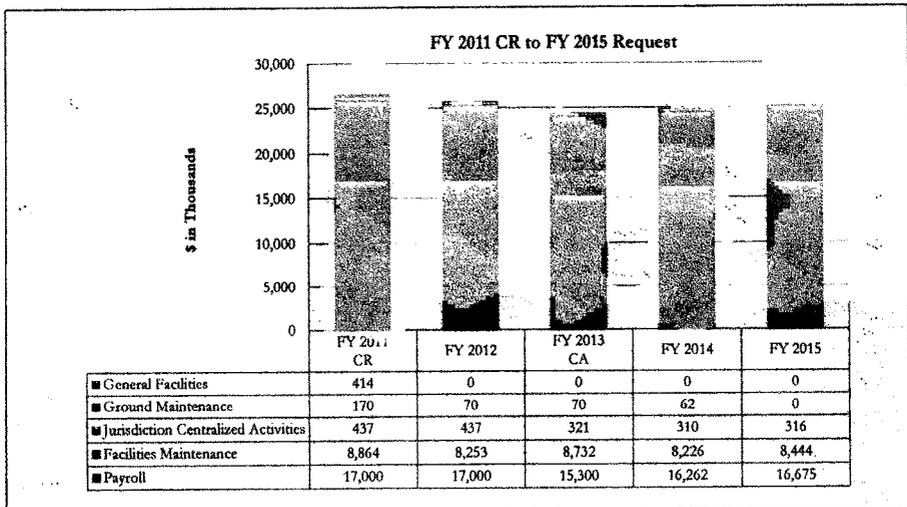
OPERATING BUDGET SUMMARY (continued)

Emergency Preparedness activities comprise 19% of the Jurisdiction Centralized Activities request. This funds emergency preparedness drills and exercises, updating and verifying current emergency preparedness plans and polices, and emergency preparedness-related projects such as construction of decontamination sites. It is also used to fund emergency preparedness materials and supplies such as generators, tools, and other related items.

Safety apparel and uniforms account for 30% of the Jurisdiction Centralized Activities request. Employee uniforms are funded through the uniform allowance line and provide for shirts, pants, hats, jackets, and other clothing items in accordance with the Architect of the Capitol's uniform policy. The safety apparel line provides funding for safety shoes, safety glasses, and specialized safety clothing such as arc flash protection apparel.

Four percent (4%) of the Jurisdiction Centralized Activities account is requested for gas and oil necessary to maintain three government-owned vehicles for administrative oversight of contracts and maintenance and construction activities at the Library of Congress Special Facilities Center, as well as supporting periodic travel to the off-site locations in Culpeper, Virginia and Fort Meade, Maryland.

FUNDING OVERVIEW





Library Buildings and Grounds

BUDGET SUMMARY

The Library Buildings and Grounds appropriation is responsible for the maintenance, repair, operations; mechanical and electrical infrastructure; Heating, Ventilation and Air Conditioning (HVAC), plumbing; painting; and all construction to Library of Congress buildings and grounds. Buildings include the Thomas Jefferson Building, John Adams Building, James Madison Memorial Building, and Library of Congress Special Facilities Center. The Architect of the Capitol manages the 100-acre campus at Fort Meade, Maryland which includes the four Library of Congress collection storage modules. These modules are equipped to provide environmentally-controlled conditions for the long term storage of LOC collections. The AOC also manages the Packard Campus of the National Audio-Visual Conservation Center (the Nation's centralized facility for acquisition, cataloging, storage and preservation of moving images and recorded sound) located on 45 acres in Culpeper, Virginia.

Total Budget (\$000)					
Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Operating Budget	24,423	24,115	24,860	25,435	575
Multi-Year Projects	20,020	-	28,531	37,321	8,790
Total	44,443	24,115	53,391	62,756	9,365

Operating Budget (\$000)					
Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	8,732	8,941	8,226	8,444	218
Grounds Maintenance	70	67	62	-	(62)
Jurisdiction Centralized Activities	321	266	310	316	6
Payroll	15,300	14,840	16,262	16,675	413
Annual-Funded Projects	-	-	-	-	-
Total	24,423	24,115	24,860	25,435	575

Multi-Year Projects (\$000)					
Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Total	20,020	-	28,531	37,321	8,790

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriations.



Library Buildings and Grounds

BUDGET SUMMARY (continued)

Full Time Employees (FTE)		Payroll Funded			
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
Library Buildings & Grounds	146	160	-	-	160

¹ FTE under utilization represents AOC hiring slowdown due to sequestration.

Object Class (\$000)					
Object Class		FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2014/2015 Difference
11	Personnel Compensation	19,442	12,072	12,379	307
12	Personnel Benefits	6,747	4,189	4,296	107
21	Travel	1	1	1	-
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	-	-	-	-
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	7,293	10,722	11,786	1,064
26	Supplies and Materials	1,597	2,204	2,205	1
31	Equipment	41	91	92	1
32	Land and Structures	5,032	24,109	31,995	7,886
42	Insurance Claims and Indemnities	-	2	2	-
Total		40,153	53,391	62,756	9,365

¹ FY 2013 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.



Library Buildings and Grounds

FY 2015 ANALYSIS OF CHANGE

	FY 2015 Appropriation	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	160	53,391
Non-Recurring Costs		
Collection Storage Module 5, LOC.....		(18,200)
Fire Door Improvements, Phase II, LOC.....		(3,781)
Secured Storage Facilities, Phase IV of IV, Basement, JMMB.....		(2,400)
Direct Digital Controls Upgrades, Phase I, JMMB.....		(2,150)
Minor Construction.....		(2,000)
Other Decreases		
Total Program Decreases		(28,531)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		27
FY 2015 FEHB Employer Contribution Increase of 4.0%.....		49
FY 2015 Cost-of-Living Adjustment of 1.8%.....		217
FY 2015 Within Grade Increase.....		120
Total Mandatory Pay Related Costs		413
Price Level Changes		
Facilities Maintenance.....		156
Jurisdiction Centralized Activities.....		6
Total Price Level Changes		162
Program Increases:		
Multi-Year Projects:		
North Exit Stair B, Phase II, TJB.....		14,831
Infrastructure UPS Replacement, Main Data Center, Phase I, JMMB.....		4,500
Fall Protection, JMMB.....		3,911
Direct Digital Controls Upgrade, Phase II, JMMB.....		3,706
Elevator Modernization, JMMB MC-1-MC4; JAB 13-14.....		3,404
Book Conveyor & Pneumatic Messenger System Removal & Infrastructure Repairs, JAB.....		2,925
South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB.....		1,309
Roof Repairs Design, TJB.....		735
Minor Construction.....		2,000
Total Program Increases	-	37,321
Net Increase/Decrease	-	9,365
Total Appropriation	160	62,756



Library Buildings and Grounds

SUMMARY OF CHANGES

The Operating Budget of the Library Buildings and Grounds appropriation funds all costs associated with the daily care, maintenance and operation of the Library Buildings and Grounds with the exception of cleaning services. The budget is divided into functional area Program Groups. In accordance with sound financial management practices, these Program Groups are reviewed and adjusted to reflect changing program needs and price changes. Increases that cannot be absorbed are requested through the budget process.

Operating Program (2010)						
Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increase	Program Changes	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	8,226	62	156	-	8,444	218
Grounds Maintenance	62	(62)	-	-	-	(62)
Jurisdiction Centralized Activities	310	-	6	-	316	6
Payroll	16,262	-	413	-	16,675	413
Total	24,860	-	575	-	25,435	575

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of \$162K due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Facilities Maintenance

The Facilities Maintenance Program Group funds annual building maintenance services required throughout the buildings under the appropriation's purview. It includes repairing and modifying air conditioning systems, electrical systems, elevators, masonry, and plumbing; preventative interior and exterior building maintenance (painting, pointing, caulking, and surface preservation); solid and bulk waste disposal; maintenance of fire alarm systems; and systems maintenance, as applicable.

Program Realignment from Grounds Maintenance to Facilities Maintenance

(\$62K)

Funds previously budgeted in the Grounds Maintenance Program Group for snow removal and landscape improvements are being realigned to the Facilities Maintenance Program Group to more accurately reflect the nature of the requirement.

Grounds Maintenance

The Grounds Maintenance Program Group funds leaf and snow removal, lawn and landscape maintenance and the purchase of grounds maintenance supplies and equipment for Library of Congress facilities other than those located at Fort Meade and Culpeper.



Library Buildings and Grounds

SUMMARY OF CHANGES (continued)

Program Realignment from Grounds Maintenance to Facilities Maintenance

(\$-62K)

Funds previously budgeted in the Grounds Maintenance Program Group for snow removal and landscape improvements are being realigned to the Facilities Maintenance Program Group to more accurately reflect the nature of the requirement.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; vehicle leases, operations and maintenance; safety apparel; emergency preparedness activities and gasoline and oil, as applicable.

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan and employer contributions to Social Security Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$413K, reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.



Library Buildings and Grounds

CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or system replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs; with a focus on energy savings. It also includes Minor Construction funds that provide jurisdictions with the flexibility to respond to unforeseen requirements as generated from the Members, Committees, and other Architect of the Capitol clients.

Multi-Year Projects (2000)		Request Amount
Line Item Construction Program Projects:		
North Exit Stair B, Phase II, TJB.....		14,831
Infrastructure UPS Replacement, Main Data Center, Phase I, JMMB.....		4,500
Fall Protection, JMMB.....		3,911
Direct Digital Controls Upgrade, Phase II, JMMB.....		3,706
Elevator Modernization, JMMB MC-1-MC4; JAB 13-14.....		3,404
Book Conveyor & Pneumatic Messenger System Removal & Infrastructure Repairs, JAB.....		2,925
South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB.....		1,309
Roof Repairs Design, TJB.....		735
	Total	35,321
Other Projects:		
Minor Construction.....		2,000
	Total	2,000
	Total Project Request	37,321

Minor Construction

\$2,000K

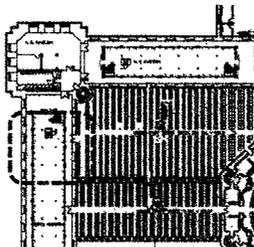
Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Library Buildings and Grounds appropriation.

Library Buildings and Grounds



Project Title: North Exit Stair B, Phase II, TJB

Request: \$14,831K



Project Description: This project is an integral part of the approved abatement plan to address the Office of Compliance Citation #31-2 regarding Library of Congress egress deficiencies.

- The project corrects common paths of travel violations and dead-end conditions to ensure that occupants will be able to exit the building in an efficient and rapid manner.
- The current conditions create an unsafe environment for building occupants due to lack of egress exits from the building and stacks in the event of fire or other emergencies.
- The recommended corrections for the Thomas Jefferson Building are to construct a new self-supporting masonry exit stair in the Northeast Stacks that extends from the cellar to the top floor of the building.
- In addition, the AOC will construct new fire-rated exit passageways, a fire-related exit enclosure and a cellar exit. The project includes creating paths of travel through adjacent rooms, new door openings, and modifications to existing door swings.

Risk and Impact If Not Funded: This project will partially address Citation #31-2. The citation covers four stairs, as well as smoke control and stairwell pressurizations.

- If the deficient egress capacity is not corrected, the building occupants (including staff, the public and Members of Congress) will not have the number of available exits required by code for the building.
- This will result in longer travel times to the nearest exit, as well as overly crowded egress pathways. Ultimately, the egress shortage will delay evacuations during emergencies.

The risk to staff, Members of Congress and the public will remain but is difficult to quantify, since each emergency situation will be unique. Funding this project will keep the abatement plan on schedule and demonstrate progress toward abating the full citation.

Cost of Recurring Operations: The cost for recurring operations will be for the routine maintenance.

- These costs will be associated with checking and replacing fan belts, heat coils and ensuring the stair pressurization system is working in unison with the fire alarm system.
- These costs will be absorbed in the AOC's Library Buildings and Grounds Facilities Maintenance account.

Citation Driven: Yes. Citation #31-2: "lack of exit stairwells and exit pathways in the Thomas Jefferson Building that are effectively protected against fire, smoke, or toxic fumes poses an undue danger to the lives and safety of the building occupants."

Client Request: No.



Library Buildings and Grounds

Project Request Estimate:

North East Stair B, Phase 1, FY 15000	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (10 hour shifts at night, M-F only)	11,250
Construction Contingency (15% based on schedule adjustments around Library operations)	1,688
Subtotal	12,938
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.47% standard mark-up based upon estimated construction)	1,743
Design & Project Management (refresh of documents prior to bid)	150
USCP Overtime	
Subtotal	1,893
Total Request	14,831
Supplemental Data:	
1. Design Status:	
a. Design Start Date	October 2007
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	September 2009
2. Construction Status (Estimated):	
a. Construction Contract Award Date	March 2015
b. Construction Start Date	April 2015
c. Construction Completion Date	April 2017
3. Additional Estimated AOC Permanent Staff Utilization (FTL) for Project Duration:	6.6

Program Funding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	118					118
Design ¹	1,198					1,198
Construction (North Stair, all Phases) ²	5,350			14,831		20,181
Construction (West Pavilion)					11,000	11,000
Construction (Expansion Shelving)				1,309		1,309
Construction (Courtyard Stair)					8,852	8,852
Construction (South Stair)					8,200	8,200
Total	6,666			16,140	28,052	50,858

¹Appropriated design funding was supplemented with reprogrammed funding.

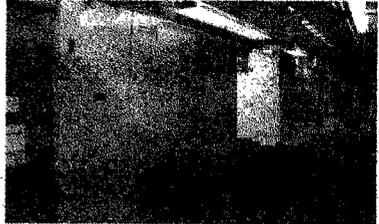
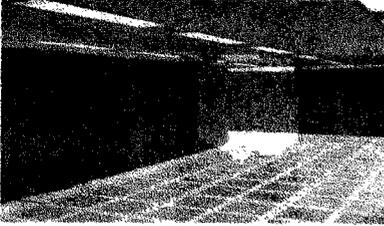
²Construction of stair submitted in FY 2013 but not funded.

Library Buildings and Grounds



**Project Title: Infrastructure UPS Replacement, Main Data Center,
Phase I, JMMB**

Request: \$4,500K



Project Description: Phase I of this construction project will provide necessary replacement infrastructure to support the available conditioned power in the James Madison Memorial Building data center. This equipment replacement is necessary to maintain the reliability, availability, and maintainability of conditioned power to meet the Library of Congress's mission for information technology services for Congress.

- This project will replace the existing, at-capacity and aging Uninterruptible Power Supply (UPS) and the associated mature cooling units with more reliable and maintainable systems. This phase does not provide any significant increase in capacity. New cooling units will allow maintenance operations to be performed without impacting required cooling capacity.
- The replacement UPS will be relocated to an adjacent room with an improved layout, enhanced environmental conditions, improved access for maintenance, and new
- The new UPS maintains the status quo in terms of conditioned power. Follow-on construction phases may not be necessary if expansion of the data center is not required by Congress. This project will reduce equipment needed in any potential future infrastructure upgrade program.
- This project is a replacement for the systems at the end of their useful life, which are required to maintain data center operations.

Risk and Impact If Not Funded: The existing UPS and cooling units have reached the end of their useful life. The UPS has experienced an internal component failure that has left the data center on unconditioned power and highly vulnerable to power anomalies.

- If the UPS fails, the data center would experience an unscheduled outage with possible loss of equipment or data; and an unfunded emergency plan would be initiated to replace the UPS under non-ideal conditions.
- The reliability of the existing UPS places the data center at high risk and will jeopardize the LOC's primary mission to provide and maintain operations to support House and Senate member's, including the Congressional Research Service and the ability to retrieve collections for general use.
- An interim UPS has been deployed to accommodate short term capacity challenges in the first quarter of FY 2013, but does not provide the ability to perform maintenance without affecting data center operations or a backup if the aging UPS should fail.

Cost of Recurring Operations: No significant increase in recurring operating expenses will be associated with this project; however, installation of a new UPS will avoid an emergency replacement effort, requiring an unscheduled outage where loss of data or data center equipment is possible.

Citation Driven: No.

Client Request: There is a client request for continued support of JMMB data center.



Library Buildings and Grounds

Project Funding Request:

Infrastructure UPS Replacement, Main Data Center, Phase I, (M&B) (\$000)		Requirement
Item		
Estimated Construction Contract		
Material, labor, overhead and profit (8 hour shifts at night, M-F only)		3,305
Construction Contingency (20% due to ongoing design effort)		662
	Subtotal	3,967
Estimated Project and Construction Management		
Supervision, Inspection & Overhead (13.47% standard mark up based upon Estimated Construction)		533
Design & Project Management		
USCP Overtime		
	Subtotal	533
	Total Request	4,500
Supplemental Data:		
1. Design Status:		
a. Design Start Date	November 2013	
b. Percentage Design Completed as of December 2013	10%	
c. Expected Design Completion Date	October 2014	
2. Construction Status (Estimated):		
a. Construction Contract Award Date	March 2015	
b. Construction Start Date	April 2015	
c. Construction Completion Date	April 2016	
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:		
		2.7

Program Funding Overview:

Infrastructure UPS Replacement, Main Data Center, Phase I, (M&B) - Total Summary (\$000)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	-	98	-	-	-	98
Construction (Phase I)	-	-	-	4,500	-	4,500
Construction ¹	-	-	-	-	12,028	12,028
Total	-	98	-	4,500	12,028	16,626

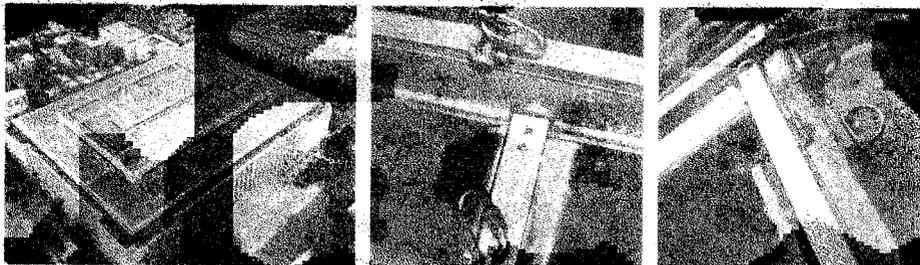
¹Follow-on construction phases may not be necessary if data center expansion is not required by Congress.

Library Buildings and Grounds



Project Title: Fall Protection, JMMB

Request: \$3,911K



Project Description: Presently, there is no safe way to access various parts of the roof and building façade, leading to postponement of critical maintenance items. The project will also provide a safe way to perform window and façade cleaning, thereby minimizing the appearance of disrepair of the historic structure. This project will include:

- Installation of multiple track-type fall arrest systems above the roof level.
- Installation of individual fall protection anchorages where needed.
- Tieback anchors complying with IWCA I14.1 for properly securing a suspended scaffold for façade maintenance are integrated with the fall protection systems.
- Removal of existing fall protection systems that do not comply with ANSI Z359-2007.

Risk and Impact If Not Funded: Without this project, needed maintenance tasks will continue to be postponed and risks to the structure and people working in or walking outside the building will continue to increase.

- Maintenance items such as repairing roof leaks, caulking of masonry joints, and painting window frames will not be performed.
- Water damage of the interior spaces will continue.
- Spalling of the masonry façade could lead to pieces of stonework falling, creating a significant life safety risk.
- Water penetration will lead to the growth of mold which could have a negative impact on the indoor air quality. Stopping water infiltration is a necessary part of maintaining the indoor air quality.

If this project is postponed, the James Madison Memorial Building will continue to deteriorate on the exterior, in the interstitial structural spaces and the interior. Risk of damage to the structure, collections and health of the public and staff will escalate.

Cost of Recurring Operations: Currently all exterior façade maintenance tasks are being postponed.

- Once this project is complete, the AOC will absorb the maintenance tasks as part of Library Buildings and Grounds Facility Maintenance account by realizing other efficiencies.

Citation Driven: No.

Client Request: No.



Library Buildings and Grounds

Project Funding Request:

Fall Protection, JMMB - (\$000)	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts during the day, M-F only)	2,959
Construction Contingency (15% based on prior fall protection projects)	444
Subtotal	3,403
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.46% mark up based upon estimated construction)	458
Design & Project Management (revalidation of construction documents)	50
USCP Overtime	
Subtotal	508
Total Request	3,911
Supplemental Data:	
1. Design Status:	
a. Design Start Date	October 2008
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	September 2009
2. Construction Status (Estimated):	
a. Construction Contract Award Date	March 2015
b. Construction Start Date	April 2015
c. Construction Completion Date	December 2015
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	2.3

Program Funding Overview:

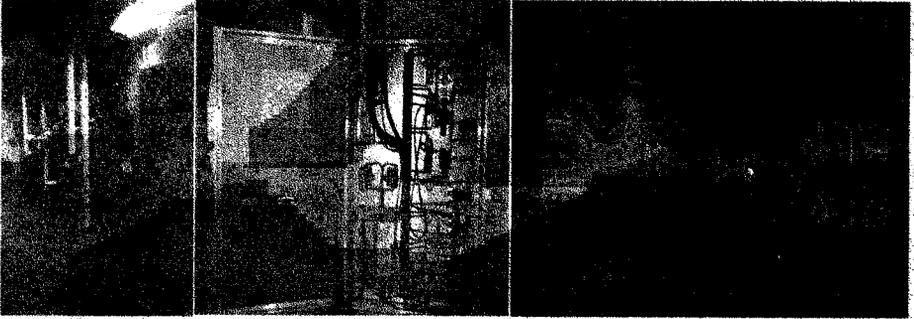
Fall Protection, JMMB - Total Summary (\$000)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2018 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	340	-	-	-	-	340
Construction	-	-	-	3,911	-	3,911
Total	340	-	-	3,911	-	4,251



Library Buildings and Grounds

Project Title: Direct Digital Controls Upgrade, Phase II, JMMB

Request: \$3,706K



Project Description: This design-build project replaces antiquated pneumatic controls on 11 James Madison Memorial Building (JMMB) air handling units with new direct digital controls.

- New valves, dampers, actuators, sensors, control wiring and programming are included.
- The new controls will be integrated into the Building Automation System for centralized control, monitoring, energy management, and operational trending.
- This project is the second phase of a three-phase program designed to convert a total of 30 JMMB air handlers to digital controls.

Risk and Impact If Not Funded:

- If not funded, there is a high probability that the aging Heating, Ventilation and Air Conditioning (HVAC) control systems will further deteriorate and become increasingly maintenance intensive.
- Failure of the systems could result in unstable indoor environmental conditions for occupants and collections, increased energy usage, and loss of alarming and control capability.

Cost of Recurring Operations:

- The AOC will realize maintenance savings due to enhanced system reliability, newer control equipment, reduced run-times, and removal of aging infrastructure.
- Operational efficiencies will be gained by system monitoring for out of tolerance operational parameters. Any savings will be applied to other high priority LB&G deferred maintenance projects.
- The AOC will realize energy savings as a result of the energy control strategies that are possible with the new control system. Energy reductions will count toward the Energy Independence and Security Act of 2007 reduction goals for federal facilities and will be utilized by the Capitol Power Plant to buy down anticipated utility rate increase.

Citation Driven: No.

Client Request: No.



Library Buildings and Grounds

Project Funding Request:

Project Digital Controls Upgrade - Phase II - RIMB (\$000)	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts at night, M-F only)	2,857
Construction Contingency (15% due to ongoing design effort)	429
Subtotal	3,286
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (12.78% mark up based on estimated construction and design-build strategy)	420
Design & Project Management	
USCP Overtime	
Subtotal	420
Total Request	3,706
Supplemental Data:	
1. Design Status:	
a. Design Build AE-1 Package Start Date	October 2012
b. Percentage Design Completed as of December 2013	15%
c. Design Build AE-1 Package Completion Date	October 2014
2. Construction Status (Estimated):	
a. Design Build AE-2 Package and Construction Contract Award Date	June 2015
b. Design Build AE-2 Package Completion Date	March 2016
c. Construction Start Date	April 2016
d. Construction Completion Date	April 2017
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	2.2

Program Funding Overview:

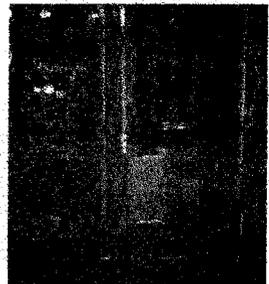
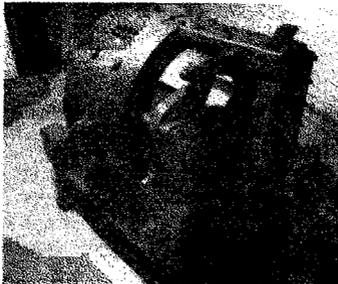
Project Digital Controls Upgrade - All Phases - RIMB - Total Summary (\$000)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2018 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction (Phase I)	-	-	2,150	-	-	2,150
Construction (Phase II)	-	-	-	3,706	-	3,706
Construction (Phase III)	-	-	-	-	4,321	4,321
Total	-	-	2,150	3,706	4,321	10,177



Library Buildings and Grounds

Project Title: Elevator Modernization, JMMB MC1-MC4; JAB 13-14

Request: \$3,404K



Project Description: This project is part of a multi-year phased program to upgrade and modernize the elevators in the LOC buildings. Parts for these systems are no longer available and elevator breakdowns are increasingly causing passengers to be trapped in the elevators.

- This project will upgrade the controls of the elevators and each elevator will be brought up to current accessibility and life-safety standards.
- The current drive systems are original to the elevators. The existing motor-generators are maintenance intensive and will be replaced with static switch drives to convert Alternate Current (AC) electrical power to Direct Current (DC). This advancement will eliminate all rotating and high maintenance components involved in the production of DC power, resulting in much lower power consumption.
- Static switch components will provide dramatic savings of maintenance costs and the incorporation of digital controls will decrease the chances of stranding passengers, reduce wait times, and increase reliability.
- Additionally, the mechanical/electrical room will be upgraded to provide improved ventilation.

Risk and Impact If Not Funded: If not renovated these elevators will continue to decline and require significant maintenance to keep them running efficiently.

- Risk of passenger injury will continue to increase due to code violations and inadequate safety mechanisms.
- The new drive systems are 30 percent more efficient than the existing technology, thus if not funded, the project will not realize predicted energy savings.
- Delaying this project will increase inefficiencies due to passenger wait time, and will continue to increase life-safety risks.

Cost of Recurring Operations: The JAB elevator has outdated technology that with obsolete parts, and is original to the building. Parts for the JMMB elevator are no longer made.

- Annual maintenance costs include 2,804 hours at James Madison Memorial Building (JMMB) and 2,664 hours at the John Adams Building (JAB) at a total cost of \$102K.

Citation Driven: No.

Client Request: No.



Library Buildings and Grounds

Project Request Estimate:

Elevator Modernization, FMMB MC1-MC6, JAB 15-16 (\$000)		Requirement
Item		
Estimated Construction Contract		
Material, labor, overhead and profit (8 hour shifts during the day)		3,072
Construction Contingency (10% based on estimated construction)		308
	Subtotal	3,380
Estimated Project and Construction Management		
Supervision, Inspection & Overhead (0.7% for government testing and inspection only)		24
Design & Project Management		
USCP Overtime		
	Subtotal	24
	Total Request	3,404
Supplemental Data:		
1. Design Status:		
a. Design Start Date		March 2015
b. Percentage Design Completed as of December 2013		0%
c. Design Completion Date		September 2015
2. Construction Status (Estimated):		
a. Construction Contract Award Date		September 2015
b. Construction Start Date		November 2015
c. Construction Completion Date		July 2016
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:		2.0

Program Funding Overview:

Elevator Modernization, FMMB and JAB - Total Summary (\$000)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	-	-	-	-	-	-
Construction (A Core)	3,590	-	-	-	-	3,590
Construction (C Core) & JAB	-	-	-	3,404	-	3,404
Construction (E Core)	-	-	-	-	2,577	2,577
Total	3,590	-	-	3,404	2,577	9,571

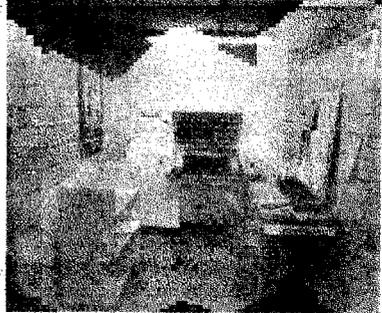
Note: This has been an on-going program to renovate the elevators.



Library Buildings and Grounds

**Project Title: Book Conveyor & Pneumatic Messenger System Removal
& Infrastructure Repairs, JAB**

Request: \$2,925K



Project Description: The program will remove the obsolete book conveyor and the pneumatic messenger systems throughout the LOC buildings and will be phased by building. The current book conveyor systems in the LOC buildings are antiquated and date from between 1964 and 1980. These systems are obsolete and unreliable due to frequent breakdowns and a life safety risk due to the potential spread of smoke and fire in case of a fire emergency. This project will include:

- Removal of all architectural, electrical and hazmat requirements of the obsolete systems in the John Adams Building.
- Abatement of the Office of Compliance life safety citation #29-1 from one of the Library of Congress facilities.
- Repair of the building openings left by removal of the systems with code compliant fire rated assemblies.
- Reduction of major operating expenses by the Library of Congress.
- A potential recycling credit of \$68,000 for metal and brass piping.

Risk and Impact If Not Funded:

- The risk for spread of smoke and fire throughout the buildings during a fire emergency will remain.
- Funding this project will keep the abatement plan on schedule and demonstrate progress to abating the full citation.

Cost of Recurring Operations:

- The existing conveyor and pneumatic messenger systems are not operational hence no repairs or maintenance efforts have been expended on them. Once the systems are removed, there will be no ongoing annual maintenance costs.

Citation Driven: Yes.

Client Request: No.



Library Buildings and Grounds

Project Request Estimate:

Book Catalog & Pneumatic Manager System Removal & Infrastructure Response, 2015 (\$000)	
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts at night, M-F, No Weekends)	2,241
Construction Contingency (15% based on schedule adjustments around Library operations and personnel)	337
Subtotal	2,578
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.47% standard mark-up based upon estimated construction)	347
Design & Project Management	
USCP Overtime	
Subtotal	347
Total Request	2,925
Supplemental Data:	
1. Design Status:	
a. Design Start Date	April 2011
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	June 2013
2. Construction Status (Estimated):	
a. Construction Contract Award Date	March 2015
b. Construction Start Date	April 2015
c. Construction Completion Date	April 2016
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	1.7

Program Funding Overview

Pneumatic Manager System Removal, LOC Building - Total Summary (\$000)						
Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	1,170	-	-	-	-	1,170
Construction (TJB) ¹	-	-	-	2,925	-	2,925
Construction (JAB)	-	-	-	-	3,680	3,680
Construction (IMMB)	-	-	-	-	-	-
Total¹	1,170	-	-	2,925	3,680	7,775

¹Construction for TJB has been estimated at \$3,095. Funding source to be determined.



Library Buildings and Grounds

Project Title: South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB

Request: \$1,309K



Project Description: This project is a prerequisite for the construction of Thomas Jefferson Building South Egress Stair E to proceed and to satisfy client's request that displaced collections be maintained within the Capitol complex. According to a study, an estimated 330,000 volumes of books will require relocation prior to construction of Thomas Jefferson Building South Egress Stair E.

- This project will provide 240,000 volumes worth of shelving on Thomas Jefferson Building Decks C, D, 37 and 38. The Library of Congress is contributing 90,000 volumes of existing shelving on Thomas Jefferson Building Decks C and D to achieve the required 330,000 shelves required for egress stair book relocation.
- Prior to new shelving installation, additional structural support will be installed and attached to the existing building structure to support the new shelving loads.
- Thomas Jefferson Building Decks C and D currently are undergoing construction to abate asbestos and lead building materials. These decks have existing book shelves in their centers, but have open floor space around the perimeters. These decks are unoccupied by staff, collections, or the public.
- Thomas Jefferson Building Decks 37 and 38 currently have book shelves containing book collections in their centers and staff workstations along their perimeters. Plans exist to relocate staff from the perimeters.
- The alternative to rent storage space in lieu of this project would cost over \$5M for the 2-year duration of the egress stair construction and will not accommodate the displaced collections after egress stair construction.
- This project will accomplish the same goal for a lower cost and will provide the Library of Congress permanent collection space for their future use.

Risk and Impact If Not Funded:

- Construction of Thomas Jefferson Building South Egress Stair E cannot proceed without the relocation of the 330,000 volumes of books.
- Funding this project will demonstrate progress to abating Office of Compliance citation #31.2 to fulfill the lack of exit stairwells that provide safe passage for the building occupants.
- Decks C, D, 37 and 38 will continue to be underutilized as collection storage spaces.

Cost of Recurring Operations:

- Separation of workstations and collections will allow for greater occupant environmental comfort levels resulting in improved work productivity.

Citation Driven: Yes.

Client Request: Yes. The client has requested increased collection storage capacities on Decks C, D, 37 and 38.



Library Buildings and Grounds

Project Funding Request:

Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts during the day)	829
Construction Contingency (15% based on schedule adjustments around Library operations and personnel)	125
Subtotal:	954
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (18.9% due to higher supervision requirements)	180
Design & Project Management	
USCP OT	
Subtotal:	180
Other	
Book relocation (provided by LBG)	175
Total Request	1,309

Supplemental Data:

- Design Status:**
 - Design Start Date: September 2011
 - Percentage Design Completed as of December 2013: 100%
 - Design Completion Date: June 2013
- Construction Status (Estimated):**
 - Construction Contract Award Date: October 2014
 - Construction Start Date: October 2014
 - Construction Completion Date: October 2015
- Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:** 0.8

Program Finding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	118	-	-	-	-	118
Design ¹	1,198	-	-	-	-	1,198
Construction (North Stair, all Phases) ²	5,350	-	-	14,831	-	20,181
Construction (West Pavilion)	-	-	-	-	11,000	11,000
Construction (Expansion Shelving)	-	-	-	-	-	1,309
Construction (Courtyard Stair)	-	-	-	-	8,852	8,852
Construction (South Stair)	-	-	-	-	8,200	8,200
Total:	6,666	-	-	16,140	28,052	50,858

¹Appropriated design funding was supplemented with reprogrammed funding.

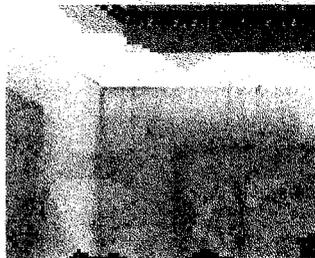
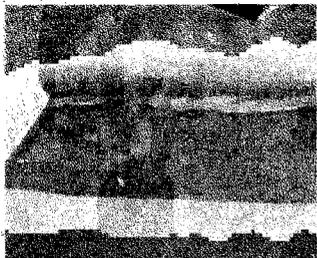
²Construction of stair submitted in FY 2013 but not funded.



Library Buildings and Grounds

Project Title: Roof Repairs Design, TJB

Request: \$735K



Project Description: The project will prepare a complete set of construction documents that will merge the roof repair recommendations from the study completed in July 2010 by the firm Beyer Blinder Belle, lightning protection system requirements and the newly installed roof fall protection systems on the Thomas Jefferson Building roof.

- The previous study identified all conditions that allow water to penetrate the exterior enclosure and also identified specific roofing installations that do not meet current copper roofing standards.
- The existing copper roof was replaced during the last repair and renewal project in 1997; however, due to budget constraints, flashing and other sections of the original roof were not fully replaced.
- As a result, these conditions are now failing, allowing water to enter the building and presenting a safety hazard.

Risk and Impact If Not Funded:

- These leaks have caused damage to the historic fabric and artwork of the building, and places valuable and rare Library of Congress collections at risk. As time passes, the leaks will increase in number, causing a greater threat to Library of Congress historic artifacts and building artwork and increase damage during periods of rain and snow.
- Water penetration often leads to the growth of mold which may have a negative impact on the indoor air quality of the facility and the health of the staff and public.
- Deferral of the project will lead to increased damage, increase risk to life safety due to mold and mildew, and an increased cost of repair of the roof and roof fall protection system. The risk of structural damage will continue to increase.

Cost of Recurring Operations: The AOC is currently expending funds on inefficient maintenance methods.

- Recent damage from rain water has occurred to architecturally sensitive interior locations in the building and this is driving increased costs to the AOC and LOC.
- After the design and construction is completed, at some point in the future, standard roof maintenance and repairs will be required.

Citation Driven: No.

Client Request: No.



Library Buildings and Grounds

Project Request Estimate:

Item	Requirement
Estimated Design Contract	
Labor Costs	664
Other Direct Costs and Expenses	4
Subtotal	668
Design Contingency (10%)	67
Total Request	
Supplemental Data:	
1. Design Status:	
a. Design Start Date	October 2014
b. Percentage Design Completed as of December 2013	0%
c. Design Completion Date	November 2015
2. Construction Status (Estimated):	
a. Construction Contract Award Date	March 2018
b. Construction Start Date	April 2018
c. Construction Completion Date	April 2019
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	1.4

Program Funding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	92	-	-	-	-	92
Design (East & West Pavilions)	309	-	-	-	-	309
Design (remaining roof areas)	-	-	-	-	-	735
Construction (East & West Pavilions)	-	-	-	-	6,171	6,171
Construction (remaining roof areas)	-	-	-	-	TBD	-
Total	401	-	-	735	6,171	7,307



Capitol Police Buildings, Grounds and Security



AOC MISSION

To serve Congress and the Supreme Court, **preserve** America's Capitol, and **inspire** memorable experiences.

RESPONSIBILITIES IN SUPPORT OF AOC MISSION

The Office of Security Programs manages the Capitol Police Buildings, Grounds & Security (CPBG&S) appropriation and is responsible for the maintenance, care and operation of buildings, grounds and security enhancements of the United States Capitol Police (USCP), wherever located, the Alternate Computer Facility (ACF), and Architect of the Capitol (AOC) security operations. Jurisdiction facilities include the USCP Headquarters; Courier Acceptance Site; Vehicle Maintenance/Hazardous Device Unit Facility, Perimeter Security; USCP and Capitol Visitor Center Kiosks; Canine (K-9) Facility; Chemical/Explosive Storage Facility; Interim Offsite Delivery Facility; Reservation 6G parking lot; (next to the Fairchild Building), a 12-acre site; and leased space within the Fairchild Building, the Government Printing Office, the Verizon Building, the lease of 15-acres of land surrounding the ACF, and the lease of equipment space for four USCP Radio repeater towers. The jurisdiction is also responsible for AOC security policies and procedures; leadership of AOC-wide resilience programs such as critical infrastructure, special program coordination, and Congressional continuity and emergency management; USCP Command Center support during emergency and security incidents; and support to the United States Capitol Police Board and Congressional Accessibility Services Board.

Capitol Police Buildings, Grounds and Security



FACILITY SUMMARY:

Facility	Location	Year	Area (sq ft)	Value	Value	Value	
Eney, Chestnut, Gibson Memorial Building (U.S. Capitol Police Headquarters)	Washington, DC	1930	83	85,382	\$2,000	\$6,650,000	\$6,652,000
Alternate Computer Facility	VA	1983	30	345,282	\$578,000	\$13,148,000	\$13,726,000
Canine Facility at D.C. Village	Washington, DC	1996	17	4,272			
Vehicle Maintenance/ Hazardous Device Unit Facility	Washington, DC	1996	17	23,842	\$1,000		\$1,000
Fairchild Building	Washington, DC	2004	9	166,507			
Interim Off Site Delivery	Washington, DC	2006	7	5,261			
Total				630,546	\$581,000	\$19,798,000	\$20,379,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructure that is past due causing failure or partial failure.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by aged building components prior to failure.

Backlog equals total Deferred Maintenance plus Capital Renewal expected to become Deferred Maintenance within a five year window.

Facility	Location	Area (sq ft)	Private Sector	Start Date	End Date	Value
Fairchild Building (office & parking)	Washington, DC	120,655	Private Sector	Feb 2004	Feb 2019	\$5,387,784
Alternate Computer Facility (land)	Manassas, VA	653,400	Private Sector	Oct 2006	Sep 2016	\$605,751
Government Printing Office	Washington, DC	25,761	Private Sector	Oct 2005	Annually	\$524,119
Verizon Building	Washington, DC	6,085	Private Sector	Jul 2011	Jul 2016	\$161,821
Radio Tower Repeater Sites	DC Metro Area	1,000	Private Sector	Aug 2012	Jul 2017	\$530,586
Total						\$7,210,061

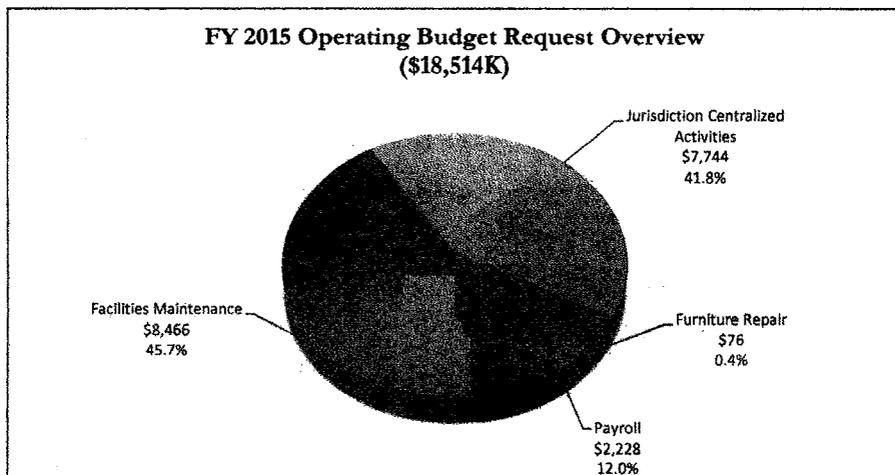
Capitol Police Buildings, Grounds and Security



OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the Capitol Police Buildings, Grounds & Security appropriation funds all costs associated with the daily care, maintenance and operation of its grounds and facilities, as well as various continuity, emergency administrative, safety, technical, planning, resilience and security functions. The budget is divided into functional area Program Groups: Facilities Maintenance, Furniture Repair, Jurisdiction Centralized Activities, and Payroll. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs.



The **Facilities Maintenance** Program Group accounts for 45.7% of the CPBG&S budget and funds annual building maintenance, special events and operations services required throughout the buildings under the appropriation's purview, to include repairing and modifying air conditioning systems, fire alarm systems, electrical systems, elevators, masonry, and plumbing; preventative interior and exterior building maintenance (e.g. painting, pointing, caulking, and surface preservation); solid and bulk waste disposal; general landscaping, lawn mowing, and snow removal. Services unique to CPBG&S include repair and preventive maintenance tasks for perimeter security elements such as kiosks (63), bollards (5000 +/-); security fencing, walls and planters, maintenance of USCP radio repeater sites and uninterruptible power supply units, security infrastructure support and life-cycle replacement of barriers, and support to all special events across the Capitol campus such as concerts, State of the Union, public demonstrations and marches, and various road races. All maintenance tasks are initiated and assigned through the work order system with an annual issuance of over 9,396 scheduled preventive maintenance tasks and 2,965 corrective maintenance and service request work orders.



Capitol Police Buildings, Grounds and Security

OPERATING BUDGET SUMMARY: (continued)

Additionally, the Facilities Maintenance program group includes cleaning services for all facility locations to include interior offices, rest rooms, data centers, locker rooms, shower facilities, prisoner detention areas, as well as inspection areas, dog kennels, and security kiosks across the campus. The CPBG&S maintenance budget is evaluated against the industry standard cost per square foot based on the facility type and function of the space then tailored to meet the mission requirements of the jurisdiction. The funding level requested is below the industry standard required to cover operations and maintenance of the facilities, and does not cover the life-cycle replacement of non-standard facility items, such as replacement of kiosk ballistic glass and HVAC systems, and locker replacement in USCP locker rooms. Overall, the budget is aligned to support the Strategic Vision of AOC, as well as the mission objectives of the United States Capitol Police (USCP), Senate, House of Representatives, Library of Congress, and other Legislative Branch agencies.

The **Jurisdiction Centralized Activities Program Group** accounts for 41.8% of the CPBG&S budget and funds the lease of facilities, training, uniform allowances, safety apparel, energy management; Computer Aided Drafting services, facility planning, resilience, security and emergency preparedness. This provides the mandatory lease payments for the Fairchild Building, Government Printing Office and USCP Radio Mirror Site space that are occupied by USCP personnel, leases for four USCP Radio repeater towers within District of Columbia and surrounding area. Continuation of the Energy Management contract that will assist in reducing energy consumption to meet Energy Independence and Security Act mandates. In addition, this funding level prepares the jurisdiction in case of an emergency by maintaining the Emergency Action Response Plan and performing tabletop exercises against the plan. Of the funding requested, approximately 93% provides for lease of facilities, 5% for environmental services, 1% for emergency preparedness, and 1% for training, vehicle maintenance and waste recycling.

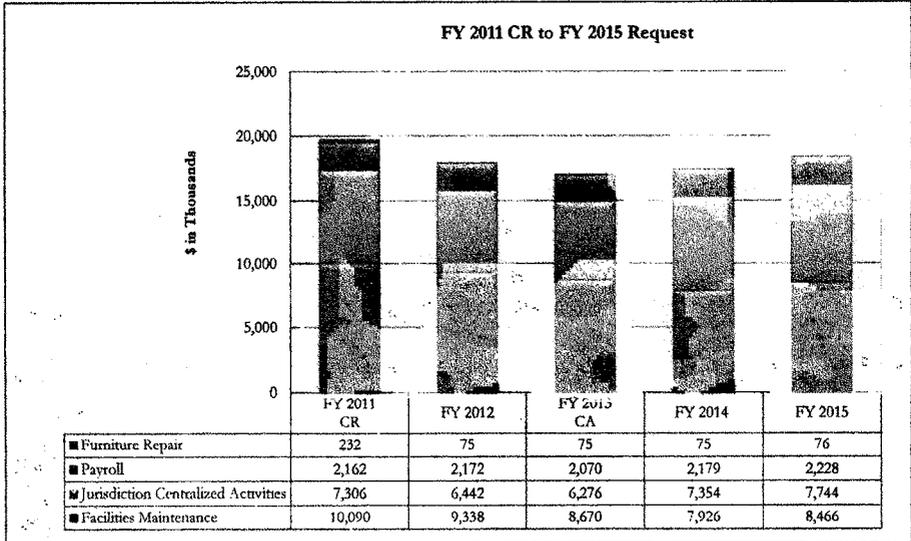
The **Payroll Program Group** accounts for 12.0% of the CPBG&S budget and funds salaries and benefits for employees specifically supporting the appropriation. This funding request enables the AOC to continue comparable service levels of past years in direct support to Congress and staff, as well as the USCP. This provides the capability to minimally staff at 16 permanent FTEs. Facilities Management require six FTEs to plan, manage, and oversee maintenance requirements and capital projects, manage contracts, inspect facilities, provide quality assurance, conduct planning, and coordinate with the clients. Resilience and Security requires four FTEs to centrally plan, coordinate and manage the execution of jurisdiction energy management, facility physical security projects across the Capitol campus, as well as lead the AOC critical infrastructure program, Congressional continuity programs, implement and oversee internal security policies and procedures, and support USCP security and emergency incidents. Mission Support requires five FTEs and includes budget and financial analysis, safety and emergency preparedness, administration and correspondence, computer aided facilities management, and computer aided drafting. One FTE is required to lead and manage overall jurisdiction operations. Of the funding requested, approximately 95% provides for Congressional Support and Supreme Court Operations, and 5% for Leadership and Administrative Support.

The **Furniture Repair Program Group** accounts for 0.4% of the CPBG&S budget and funds furniture repairs and small purchases of new furniture. This funds the installation, replacement, relocation, and/or repair of existing furniture, to include procurement of routine materials and supplies, upholstery and drapery work, and annual inventory of furniture items in support of all United States Capitol Police and Architect of the Capitol Office of Security Programs personnel, wherever located. This funding level provides for furniture replacement, relocation services and repair parts at a reduced level, with approximately 52% provides for replacement furniture, 15% for relocation services and 33% for furniture repairs. Large furniture requirements will be supported through the use of Minor Construction funds.

Capitol Police Buildings, Grounds and Security



FUNDING OVERVIEW





Capitol Police Buildings, Grounds and Security

BUDGET SUMMARY

The Architect of the Capitol is responsible for the maintenance, care and operation of buildings, grounds and security enhancements of the United States Capitol Police wherever located, the Alternate Computer Facility, and AOC security operations. Jurisdiction facilities include the USCP Headquarters; Courier Acceptance Site; Perimeter Security; USCP and Capitol Visitor Center Kiosks; Canine (K-9) Facility; Chemical/Explosive Storage Facility; Interim Offsite Delivery Facility; Reservation 6G parking lot; and leased space within the Fairchild Building, the Government Printing Office, the Verizon Building, 15-acres of land surrounding the ACF, and equipment space for four USCP Radio repeater towers.

Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Operating Budget	17,091	17,066	17,534	18,514	980
Multi-Year Projects	-	-	1,814	7,091	5,277
Total	17,091	17,066	19,348	25,605	6,257

Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	8,670	8,774	7,926	8,466	540
Furniture Repair	75	69	75	76	1
Jurisdiction Centralized Activities	6,276	6,217	7,354	7,744	390
Payroll	2,070	2,006	2,179	2,228	49
Annual-Funded Projects	-	-	-	-	-
Total	17,091	17,066	17,534	18,514	980

Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Total	-	-	1,814	7,091	5,277

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Police Buildings, Grounds and Security

BUDGET SUMMARY (continued)

Full-Time Equivalents (FTE) - Period Funded					
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
Capitol Police Buildings, Grounds, and Security	15	16	-	-	16

¹ FTE under utilization represents AOC hiring slowdown due to sequestration.

Object Class (5000)					
Object Class	FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2014/2015 Difference	
11 Personnel Compensation	2,150	1,765	1,786	21	
12 Personnel Benefits	751	414	442	28	
21 Travel	-	8	8	-	
22 Transportation of Things	-	-	-	-	
23 Rent, Communications and Utilities	6,395	6,074	6,953	879	
24 Printing and Reproduction	-	-	-	-	
25 Other Contractual Services	12,703	8,527	13,315	4,788	
26 Supplies and Materials	10	30	58	28	
31 Equipment	-	-	-	-	
32 Land and Structures	767	2,530	3,044	514	
42 Insurance Claims and Indemnities	-	-	-	-	
Total	22,776	19,348	25,605	6,257	

¹ FY 2013 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include estimated project funded obligations.



Capitol Police Buildings, Grounds and Security

FY 2015 ANALYSIS OF CHANGE

	FY 2015 Appropriation	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	16	19,348
Non-Recurring Costs		
Chiller Replacement and Chilled Water System Expansion, ACF.....		(814)
Minor Construction.....		(1,000)
Other Decreases		
Total Program Decreases		(1,814)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		4
FY 2015 FEHB Employer Contribution of 4.0%.....		5
FY 2015 Cost-of-Living Adjustment of 1.8%.....		24
FY 2015 Within Grade Increase.....		16
Total Mandatory Pay Related Costs		49
Price Level Changes		
Facilities Maintenance.....		151
Furniture Repair.....		1
Jurisdiction Centralized Activities.....		5
Total Price Level Changes		157
Program Increases:		
Facilities Maintenance.....		389
Jurisdiction Centralized Activities.....		385
Multi-Year Projects:		
Small Arms Firing Range, RHOB Garage.....		4,591
Minor Construction.....		2,500
Total Program Increases		7,865
Net Increase/Decrease		6,257
Total Appropriation	16	25,605



Capitol Police Buildings, Grounds and Security

SUMMARY OF CHANGES

The Operating Budget of the Capitol Police Buildings, Grounds & Security appropriation funds all costs associated with the daily care, maintenance and operation of its grounds and facilities. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Operating Program (\$000)						
Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2014/2015 Difference
Facilities Maintenance	7,926	-	151	389	8,466	540
Furniture Repair	75	-	1	-	76	1
Jurisdiction Centralized Activities	7,354	-	5	385	7,744	390
Payroll	2,179	-	49	-	2,228	49
Total	17,534	-	206	774	18,514	980

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of \$157K due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Facilities Maintenance

The Facilities Maintenance Program Group funds annual building maintenance services required throughout the buildings under the appropriation's purview. It includes repairing and modifying air conditioning systems, electrical systems, elevators, masonry, and plumbing; preventative interior and exterior building maintenance (e.g., painting, pointing, caulking, and surface preservation); solid and bulk waste disposal; maintenance of fire alarm systems; and systems maintenance, as applicable. For the CPBG&S appropriation, it also includes general landscaping, lawn mowing, snow removal services, and USCP Special Event support.

Increased funding of \$389K reflects new mission requirements in FY 2015:

- **(\$203K) USCP Radio UPS System and Radio Tower Repeater Site Maintenance:** The USCP radio project scope included the installation of approximately 250 +/- small uninterruptible power supply (UPS) units servicing radio remote units, as well as seven (7) free standing UPS systems in radio utility rooms across the Capitol campus. The funding requested for these elements will be used to provide centralized contract maintenance for the batteries and components that make up the UPS systems. Additionally, funding is being requested to maintain and operate five repeater tower locations in and around the Washington metropolitan area. These shelters are equipped with HVAC systems, fire alarm and fire suppression systems, electrical components (lights and power receptacles) as well as emergency generators and UPS equipment at each location. The funding request for the five equipment locations is critical to the operation of the new USCP radio system.

Capitol Police Buildings, Grounds and Security



SUMMARY OF CHANGES (continued)

- **(\$186K) Rayburn Range Operations and Maintenance:** To support the ongoing training and preparation of USCP, maintenance and custodial support of the Rayburn shooting range. This item consists of several requirements needed for the ongoing operation and use of the firing range, to include facility and equipment maintenance and operation, custodial, and lead abatement. Ongoing maintenance of the shooting range includes regular inspections and repair actions for the following systems; HVAC, plumbing, lighting, air exhaust systems, and specialty equipment such as target conveying systems and bullet stop. Custodial services include generalized cleaning and sweeping of the range on a daily basis, as well as general cleaning of the offices, rest rooms, and common areas. Special cleaning includes lead abatement of the bullet stop, which is considered hazardous waste, and includes special removal and disposal requirements.

Furniture Repair

The Furniture Repair Program Group funds the installation, replacement, relocation, and/or repair of existing furniture, to include procurement of routine materials and supplies, upholstery and drapery work, and annual inventory of furniture items in support of all USCP and AOC Office of Security Programs personnel, wherever located.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; vehicles leases, operations and maintenance; safety apparel; emergency preparedness; computer aided drafting services, and gasoline and oil, as applicable. In addition, in the CPBG&S appropriation, it funds annual leases and associated costs for the space within the Government Printing Office Building; the Fairchild Building; the USCP Radio Mirror Site and Radio towers site.

Increased funding of \$385K reflects new mission requirements in FY 2015.

- **(\$135K) USCP Radio Tower Repeater site Leases:** The program increase of \$135,000 reflects the remaining balance of \$550,000 for lease of space on four commercial antenna towers within the metropolitan area. Leasing costs vary according to height and specific location of each tower. This requirement was partially funded in FY 2014.
- **(\$250K) Resilience and Security Support Services:** The program increase of \$250,000 reflects new mission requirements for the Architect of the Capitol to support several initiatives, such as Continuity of Government and Reconstitution, in furtherance of Congressional National and Mission Essential Functions. To support these functions on and off campus, the Architect of the Capitol will provide planning and preparedness, legislative clocks, Operations and Maintenance, upgrades oversight and support of off-campus facilities, transportation to, around and from off campus facilities and other support of resilience functions.



Capitol Police Buildings, Grounds and Security

SUMMARY OF CHANGES (continued)

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$49K, reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.

CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or system replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs; with a focus on energy savings. It also includes Minor Construction funds that provide jurisdictions with the flexibility to respond to unforeseen requirements as generated from the Members, Committees, and other Architect of the Capitol clients

Multi-Year Projects (\$000)		Request Amount
Line Item Construction Program Projects:		
Small Arms Firing Range, RHOB Garage.....		4,591
	Total	4,591
Other Projects:		
Minor Construction.....		2,500
	Total	2,500
	Total Project Request	7,091

Minor Construction

\$2,500K

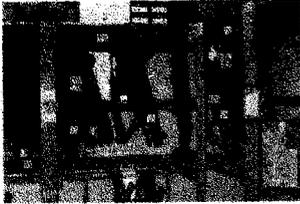
Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Capitol Police Buildings, Grounds & Security appropriation.

Capitol Police Buildings, Grounds and Security



Project Title: Small Arms Firing Range, RHOB Garage, CPBG&S

Request: \$4,591K



Project Description: This is a Design-Build project. The existing firing range is in need of repair for various reasons. These include:

- Lead levels.
- Air temperature control and life-safety issues.
- The existing conditions in the firing range do not meet the current National Fire Protection Association 101 and International Building Code life-safety requirements.
 - The layout of the existing space must be updated in order to comply with these code requirements. For example, there is a non-compliant exit separation and unallowable travel distance to an exit.
- Tests show the presence of lead in locations such as the firing range, crawl space behind the range trap and outside of the range facility in open areas of the Rayburn House Office Building Garage near exhaust ducting.
 - The concentrations significantly exceed Environmental Protection Agency (EPA) and District of Columbia maximum allowable levels.
- Lighting is insufficient and the space layout is poor and inefficient.
- Complete relocation of the range to the adjacent southwest corner has been recommended and identified as the best solution. The USCP business case demonstrates cost avoidance for the USCP (Estimated at \$1.9M due to eliminating overtime and travel for bi-annual range qualification.) by relocating the range verses renovating the range. Losing use of the range during a renovation would force the USCP to use FLETC and incur overtime and travel time

Risk and Impact If Not Funded: If not funded, there exists a potential for shut-down of the RHOB firing range facility due to conditions resulting from obsolete and malfunctioning mechanical ventilation systems and lead.

- Lead levels will continue to exceed the EPA maximum allowable levels.
- Life-safety issues, due to high lead levels, will remain.
- Lead levels could shut down the facility, forcing the United States Capitol Police to use the Federal Law Enforcement Training Center for bi-annual range qualifications and incur overtime and travel time expenses.

Cost of Recurring Operations: Maintenance costs of the new facility are anticipated to reduce since the aging mechanical system requires increased maintenance compared to a new mechanical system designed to remove lead in the air according to current codes.

Citation Driven: No.

Client Request: Yes.



Capitol Police Buildings, Grounds and Security

Project Funding Request:

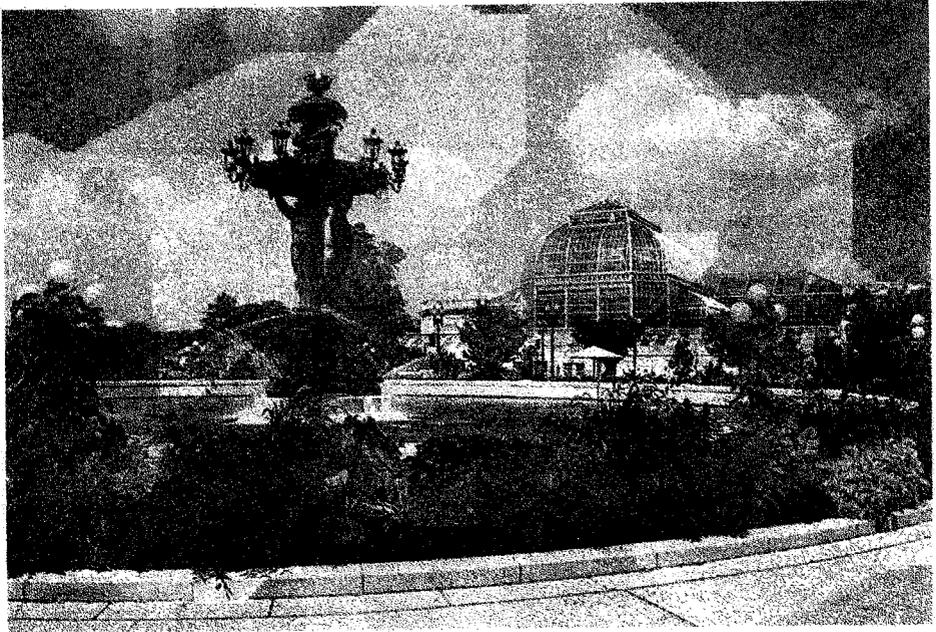
Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts at night, M-F only)	3,390
Construction Contingency (10% due to ongoing design effort)	340
Subtotal	3,730
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (19.46% based on estimated construction and design-build strategy)	726
Design & Project Management	
USCP Overtime	
Other (remedial repairs to existing concrete slab)	135
Subtotal	861
Total Request	
Supplemental Data:	
1. Design Status:	
a. Design Build AE-1 Package Start Date	October 2011
b. Percentage Design Completed as of December 2013	50%
c. Design Build AE-1 Package Completion Date	October 2012
2. Construction Status (Estimated):	
a. Design Build AE-2 Package and Construction Contract Award Date	February 2015
b. Design Build AE-2 Package Completion Date	August 2015
c. Construction Start Date	August 2015
d. Construction Completion Date	December 2016
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	2.7

Program Funding Overview:

Task	Prior FY 2013 Funded	FY 2013 Funded	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	62	-	-	-	-	62
Design	-	-	-	-	-	-
Construction	-	-	-	4,591	-	4,591
Total	62	-	-	4,591	-	4,653



Botanic Garden



AOC MISSION

To serve Congress and the Supreme Court, preserve America's Capitol, and inspire memorable experiences.

RESPONSIBILITIES IN SUPPORT OF AOC MISSION

The United States Botanic Garden (USBG) jurisdiction is responsible for the improvement, operation, care, and maintenance of: the USBG Conservatory; National Garden; Administration Building; Bartholdi Park and Fountain; heritage and other plant collections, and the USBG Production Facility at D.C. Village.

The USBG is an institution dedicated to demonstrating the economic, therapeutic, ecological, aesthetic and cultural importance of plants. The USBG provides Congress, the nation, and the public with a wide range of unique and key professional expertise. USBG jurisdiction services include: education; botanical and horticulture expertise; plant conservation; and sustainability initiatives. The USBG world-wide public outreach includes: educational collaborative exhibits and publications; public/private partnerships to preserve plants and promote sustainable gardens; and educational efforts regarding sustainability and energy conservation. The USBG is one of many botanic gardens worldwide that actively participate in the conservation of endangered species by maintaining live species in their collection, studying wild plants, and introducing rare plants to the horticultural trade.



Botanic Garden

FACILITY SUMMARY:

Facility Name	Location	Year	Area (sq ft)	Value	Value	Value
Administration Building	Washington, DC	1931	82	3,788	\$125,000	\$125,000
Bartholdi Park and Fountain	Washington, DC	1932	81	96,726	-	\$1,430,000
United States Botanic Garden Conservatory	Washington, DC	1933	80	106,335	\$3,780,000	\$4,255,000
Plant Production and Support Facility	Washington, DC	1993	20	117,930	\$719,000	\$8,040,000
Production Facility Lath House	Washington, DC	1994	19	4,760	-	-
Production Facility Pesticide Storage	Washington, DC	1994	19	450	\$2,000	\$2,000
Production Facility Temporary Structures	Washington, DC	2000	13	5,500	-	-
Production Facility Grounds	Washington, DC	2000	13	-	\$29,000	\$146,000
Total				335,489	\$4,655,000	\$13,871,000

Notes:

Deferred Maintenance is defined as maintenance, repair or replacement work on existing facilities and infrastructure that is past due causing failure or partial failure.

Capital Renewal is defined as making replacements in kind to correct unacceptable conditions caused by aged building components prior to failure.

Backlog equals total Deferred Maintenance plus Capital Renewal expected to become Deferred Maintenance within a five year window.

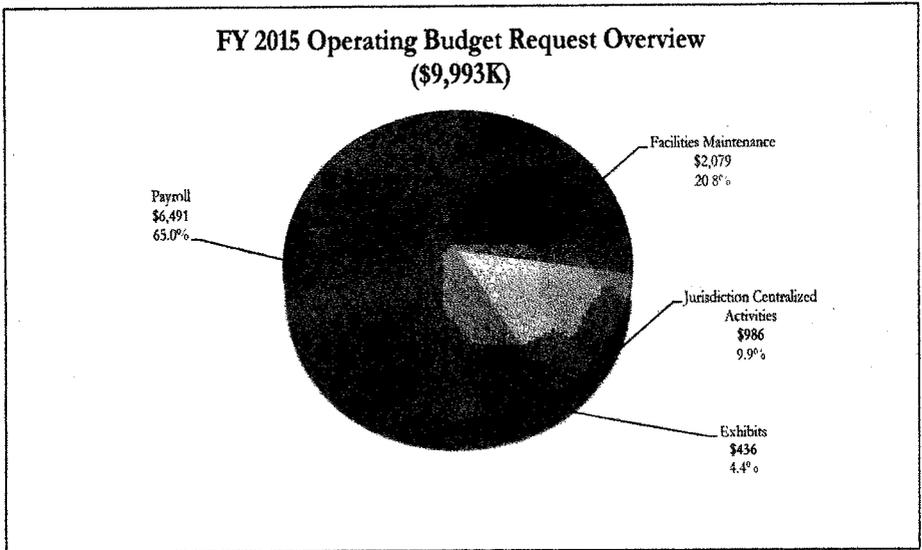


Botanic Garden

OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget of the Botanic Garden appropriation funds all costs associated with the daily care, maintenance, improvement, and operation of its grounds and facilities. The budget is divided into functional area Program Groups: Exhibits (including seasonal displays); Facilities Maintenance (including horticulture and fine gardening); Jurisdiction Centralized Activities (including education, collaborations, partnerships and outreach), and Payroll. The majority of the Botanic Garden's Operating Budget request is in Payroll because maintenance of a botanic garden, plants and a conservatory; and the associated educational efforts are manpower intensive.



The Payroll Program Group accounts for 65.0% of the Botanic Garden budget and funds salaries and benefits for employees specifically supporting the appropriation. This provides the capability to properly care for the Garden's facilities, fountains, and gardens. The facilities are in constant need of repairs due to weather-related issues, aging facilities, and environmental conditions. This payroll request enables the Botanic Garden to fulfill its mission to educate the public on the history, importance, and care of plants. The Botanic Garden's staff is specialized in various program areas. For example, the maintenance mechanics are specialists in the care and maintenance of greenhouses, irrigation systems, fountains, and historic buildings. Horticulturist employees are specialized in science, research, plant conservation, botany, taxonomy, and plant culture. The public programs' staff provides expertise in areas such as signage, interpretation, communication, outreach, exhibits, displays, and education regarding plants.



Botanic Garden

OPERATING BUDGET SUMMARY (continued)

The **Facilities Maintenance Program Group** accounts for 20.8% of the Botanic Garden budget and funds supplies, materials, maintenance contracts, and cleaning contracts. This enables the performance of year-round and cyclical maintenance required of the Conservatory and Production Facility greenhouses. The Facilities Maintenance Program Group will continue to allow for the care and improvement of the outdoor gardens including those surrounding the Conservatory, the National Garden, the Bartholdi Park Gardens, and the Production Facility outdoor spaces. This program group also provides funds for the plants and horticultural material for displays, exhibits, shows, and educational programs; as well as pest management, and grounds maintenance such as lawn care and snow removal. This Facilities Maintenance funding provides for improvements in the irrigation systems, repair, maintenance and upgrades to ensure better functioning with lower labor costs. These irrigations systems are in the Conservatory, outdoor gardens, and greenhouses. The Botanic Garden also must contract for the disposal of bulk and solid waste associated with the care of gardens, plants and greenhouses. The continued popularity of the Botanic Garden as a destination place in Washington, DC adds to our annual number of visitors which requires increased expenses for cleaning, and maintenance.

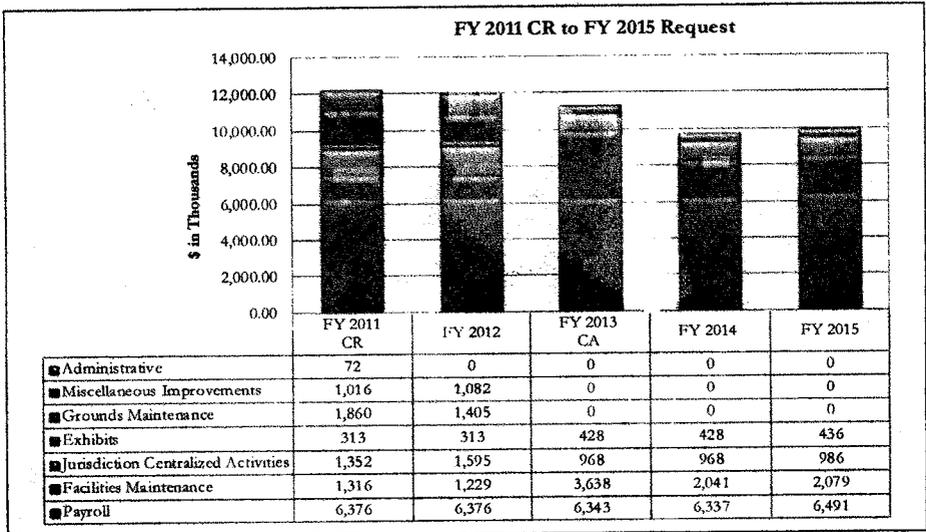
The **Jurisdiction Centralized Activities Program Group** accounts for 9.9% of the Botanic Garden budget and encompasses non-discretionary costs such as vehicle maintenance and training, as well as costs for fulfillment of its mission to demonstrate and educate the critical importance of plants. Funds are included for education and outreach to teachers, students, garden clubs and the general public. In a successful partnership program, the Botanic Garden works with nationally-recognized collaborators to address urgent problems and national significance of caring for wild and cultivated plant resources. Partnerships allow the Botanic Garden to have national impact through collaborations. The Botanic Garden will also begin to develop collaboration for achieving goals in plant science education through artistic and theatrical partnerships. The garden will add additional web and mobile technology, to take advantage of the next generation of educational mobile-based applications and interactive websites. This account also includes funds for contracted visitor services; and uniforms and safety apparel for identification, security and life-safety.

The **Exhibits Program Group** accounts for 4.4% of the Botanic Garden budget and funds the fabrication, installation and purchase of supplies for public displays such as sustainability exhibits, the holiday "trains" exhibit, orchid exhibits, and terrace exhibits. Of the funding requested, 45% is for the holiday exhibit which runs from Thanksgiving through New Year's Day and encompasses the highly anticipated holiday trains along with many man-made "green" building replicas such as the Capitol Building, Washington D.C. monuments, the White House, the Supreme Court Building, Botanic Garden, and other congressional buildings. Approximately 45% of the funding request is for the terrace exhibit. Outdoor exhibit space will be created for a deeper presentation of sustainable agriculture and edible landscapes. Exhibit redesign in the West and East Galleries will begin to rejuvenate aging exhibits and maximize use of existing spaces. The terrace exhibit runs from late spring to early fall. It provides educational programs and horticultural exhibits such as living walls, green roofs, classification of plant families, importance of pollinators, and gardens for health and well-being to visitors of all ages. The remaining 10% is for the popular Orchids exhibit and other special exhibitions.



Botanic Garden

FUNDING OVERVIEW





Botanic Garden

BUDGET SUMMARY

The Architect of the Capitol is responsible for the maintenance, modification, and operation of the Botanic Garden. The Architect performs these duties in connection with the Botanic Garden under the direction of the Joint Committee on the Library, which is charged by law with oversight of the Botanic Garden. Day-to-day operations are managed by the Executive Director. This appropriation provides for the operation, care, and maintenance of the Conservatory, National Garden, Administration Building, Bartholdi Park and Fountain, the plant collections, the gardens and grounds, and the Production Facility at D.C. Village.

Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Operating Budget	11,377	11,205	9,774	9,993	219
Multi-Year Projects	-	-	2,082	5,693	3,611
Total	11,377	11,205	11,856	15,686	3,830

Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Exhibits	428	452	428	436	8
Facilities Maintenance	3,638	3,961	2,041	2,079	39
Jurisdiction Centralized Activities	968	1,005	968	986	18
Payroll	6,343	5,787	6,337	6,491	154
Annual-Funded Projects	-	-	-	-	-
Total	11,377	11,205	9,774	9,993	219

Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Difference
Total	-	-	2,082	5,693	3,611

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriations.



Botanic Garden

BUDGET SUMMARY (continued)

Full Time Equivalent (FTE) - Project Funded					
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
Botanic Garden	62	68	-	-	68

¹FTE under utilization represents AOC hiring slowdown due to sequestration.

Object Class (\$000)					
Object Class		FY 2013 ¹ Actual Obligations	FY 2014 ² Enacted	FY 2015 ² Request	FY 2014/2015 Difference
11	Personnel Compensation	4589	4567	4678	111
12	Personnel Benefits	1626	1770	1813	43
21	Travel	45	48	80	32
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	-	-	-	-
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	4210	4469	7446	2977
26	Supplies and Materials	767	814	1356	542
31	Equipment	81	86	143	57
32	Land and Structures	96	102	170	68
42	Insurance Claims and Indemnities	-	-	-	-
Total		11,415	11,856	15,686	3,830

¹ FY 2013 Actuals represents total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.

Botanic Garden



FY 2015 ANALYSIS OF CHANGE

FY 2014 Enacted (FTE reflects Payroll Funded only)	FY 2015 Appropriation	
	FTE	Amount (\$000)
	68	11,856
Non-Recurring Costs		
Minor Construction.....		(2,082)
Other Decreases		
Total Program Decreases		(2,082)
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		11
FY 2015 FEHB Employer Contribution of 4.0%.....		18
FY 2015 Cost-of-Living Adjustment of 1.8%.....		79
FY 2015 Within Grade Increase.....		46
Total Mandatory Pay Related Costs		154
Price Level Changes		
Exhibits.....		8
Facilities Maintenance.....		39
Jurisdiction Centralized Activities.....		18
Total Price Level Changes		65
Program Increases		
Multi-Year Projects		
Exterior Stone Repair & Roof Replacement, BG.....		3,593
Minor Construction.....		2,100
Total Program Increases		5,693
Net Increase/Decrease		3,830
Total Appropriation	68	15,686



Botanic Garden

SUMMARY OF CHANGES

The Operating Budget of the Botanic Garden appropriation funds all costs associated with the daily care, maintenance and operation of its grounds and facilities. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Operating Budget (\$000)						
Program Groups	FY 2014 Enacted	Program Realignment/Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2014/2015 Difference
Exhibits	428	-	8	-	436	8
Facilities Maintenance	2,041	-	39	-	2,079	39
Jurisdiction Centralized Activities	968	-	18	-	986	18
Payroll	6,337	-	154	-	6,491	154
Total	9,774	-	219	-	9,993	219

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of **\$65K** due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Exhibits

The Exhibit Program Group funds the fabrication, installation and purchase of supplies for the Botanic Garden such as sustainability exhibits, the holiday exhibit, spring flower exhibits and other terrace exhibits.

Facilities Maintenance

The Facilities Maintenance Program Group funds annual building maintenance services required throughout the buildings under the appropriation's purview. It includes repairing and modifying air conditioning systems, electrical systems, elevators, masonry, and plumbing; preventative interior and exterior building maintenance (e.g., painting, pointing, caulking, and surface preservation); solid and bulk waste disposal; maintenance of fire alarm systems; and systems maintenance, as applicable.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; vehicles leases, operations and maintenance; safety apparel; emergency preparedness; computer-aided drafting services, and gasoline and oil, as applicable.



Botanic Garden

SUMMARY OF CHANGES (continued)

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$154K, reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.

CAPITAL MULTI-YEAR PROJECTS SUMMARY

The Capital Budget consists of major construction or system replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs; with a focus on energy savings. It also includes Minor Construction funds that provide the Jurisdiction with the flexibility to respond to unforeseen requirements as generated from the Members, Committees, and other Architect of the Capitol clients.

	<u>Request Amount</u>
Line Item Construction Program Projects:	
Exterior Stone Repair & Roof Replacement, BG.....	3,593
Total	3,593
Other Projects:	
Minor Construction.....	2,100
Total	2,100
Total Project Request	5,693

Minor Construction

\$2,100K

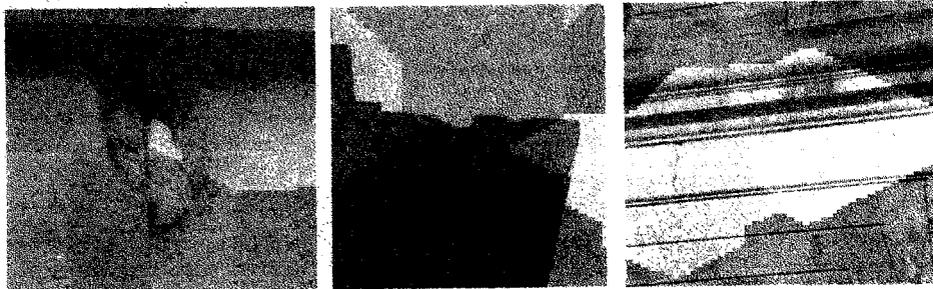
Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Botanic Garden appropriation.



Botanic Garden

Project Title: Exterior Stone Repair and Roof Replacement, BG

Request: \$3,593K



Project Description: This project will repair water infiltration and the cracking and spalling stone on the masonry façades of the head house (north) portion of the Botanic Garden Conservatory. This project will include:

- Repair of hundreds of cracks and scores of spalls across the façades of the Conservatory.
- Masonry joint repointing and resealing to prevent water infiltration.
- Permanent dutchman stone repairs in place of temporary mortar patches recently installed at the frieze directly beneath the projecting cornice level.
- Dismantling of the stone balustrade at the top of the building for the repair of the damaged roof flashing.
- Removal of the original deteriorated metal cornice flashing as well as a temporary synthetic membrane patch repair layer applied over it, and replacement with new metal cornice flashing.
- Removal of the existing failing head house roof membrane, repair of damage at the concrete roof slab, and replacement with a new vegetative roofing system (longer lifespan than replacement in kind) and reduce storm water runoff and fees.
- Seismic upgrade at head house parapet by dismantling existing parapet, structurally strengthening it with a new internal steel support structure and reassembling the masonry parapet.
- General cleaning and specialized stain removal at all façades.

Risk and Impact If Not Funded:

- For the past several years, large stone fragments have fallen from the building from a height of approximately forty feet. Stone failure will likely continue to occur if this project is not funded.
- Not addressing this project will increase future maintenance costs and will lead to higher expenditures as this condition could adversely affect adjacent building components including flashing, roofing, and interior masonry and finishes. Recent heavy rains have confirmed an ongoing leak at the roof.
- Repairing the damaged stone and highly visible cracking will have an important positive impact upon the public perception of this building, the focal point of the United States Botanic Garden.

Cost of Recurring Operations: Emergency façade repairs will be eliminated since biannual inspections with a hydraulic man-lift will no longer be necessary to closely inspect the façades. Approximately \$135,000 was spent in FY 2013 to stabilize the façades and reduce the risk to the public of falling stone. This project may reduce annual local jurisdiction stormwater fees.

Citation Driven: No.

Client Request: No.

Botanic Garden



Project Funding Request:

Item	Requirement
Estimated Construction Contract	
Material, labor, overhead and profit (8 hour shifts during the day)	2,753
Construction Contingency (15% based on risk of further deterioration since the completion of the documents)	413
Subtotal:	3,166
Estimated Project and Construction Management	
Supervision, Inspection & Overhead (13.49% standard mark-up based upon estimated construction)	427
Design & Project Management	-
USCP Overtime	-
Subtotal:	427
Total Request	
Supplemental Data:	
1. Design Status:	
a. Design Start Date	June 2010
b. Percentage Design Completed as of December 2013	100%
c. Design Completion Date	August 2012
2. Construction Status (Estimated):	
a. Construction Contract Award Date	March 2015
b. Construction Start Date	April 2015
c. Construction Completion Date	January 2017
3. Additional Estimated AOC Permanent Staff Utilization (FTE) for Project Duration:	2.1

Program Funding Overview:

Project/Task	Prior FY 2013 Funded ¹	FY 2013 Funded ¹	FY 2014 Funded	FY 2015 Requested	FY 2016-2020 Anticipated	Total Projected Requirement
Study	-	-	-	-	-	-
Design	243	-	-	-	-	243
Construction	-	100	-	-	-	3,693
Total Funding:	243	100	-	3,593	-	3,936

¹\$100K in FY 2013 was funded with Botanic Garden operational funding to temporarily stabilize falling stone near the cornice of the building. \$243K design funded with Botanic Garden operational funds.



Capitol Visitor Center



AOC MISSION

To serve Congress and the Supreme Court, preserve America's Capitol, and **inspire** memorable experiences.

RESPONSIBILITIES IN SUPPORT OF AOC MISSION

The Capitol Visitor Center (CVC) jurisdiction is responsible for the operations of the CVC. The CVC was established by Congress with the intent to provide greater security for all persons working in or visiting the United States Capitol, and a place in which to learn about the work of Congress and the U.S. Capitol Building.

The CVC is a modern, secure, and educational, and convenient addition that respects the Capitol's historical setting while greatly enhancing visitor access to the Capitol Building and the work of Congress. Since its opening in 2008, the CVC has now welcomed over 11 million visitors to the nation's Capitol Building.

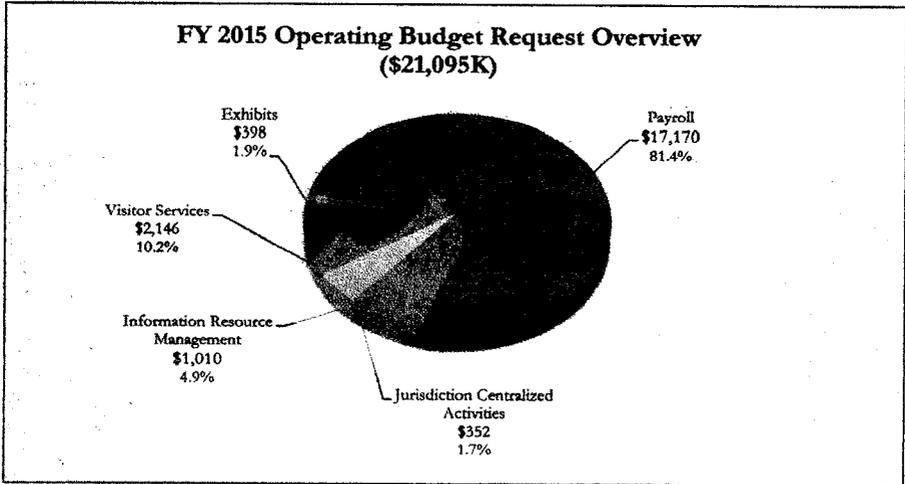
Capitol Visitor Center



OPERATING BUDGET SUMMARY:

FY 2015 BUDGET REQUEST ALLOCATION

The Operating Budget for the Capitol Visitor Center appropriation funds all costs associated with the daily operation of its facilities. The budget is divided into functional area Program Groups: Exhibits, Information Resource Management, Jurisdiction Centralized Activities, Payroll, and Visitor Services.



The **Payroll Program Group** accounts for 81.4% of the CVC budget and funds salaries and benefits for employees specifically supporting the appropriation. Of the funding requested, approximately 14% is for Congressional Services (including normal and special request services provided to Congress, their staff, and the public); 3% is associated with Leadership; 13% is for Central Jurisdiction Support Services which provides the labor integral to CVC operations support of the Congress and public, such as CVC-unique human capital management, and CVC-unique legal support.

The CVC payroll request also includes 70% for Public and Visitor Services (including visitor assistance services provided to enhance the experience of the visitor and constituents). The Visitor Services component is comprised of: Restaurant Services (activities associated with providing food and restaurant services and support, managing the contract with foodservice provider, and ensuring a quality restaurant service operations on a daily basis); Exhibit Services (activities associated with public exhibits, events, education and public programs, and related visitor services); Gift Shop Services (activities associated with managing and maintaining Gift Shops within the CVC; including those activities provided by sales, inventory, merchandising, and management staff), and Visitor Services (activities associated with tours, special events, and visitor assistance provided by the guides, visitor assistants, schedulers and visitor services management staff).



Capitol Visitor Center

OPERATING BUDGET SUMMARY (continued)

The **Visitor Services** Program Group accounts for 10.2% of the CVC budget and funds CVC Operations Support. This request includes funding for general operations support; to provide annual maintenance and replacement of the listening devices used by the guides and visitors during tours; maintenance of the radios used by the guide staff; and maintenance of a fleet of six shuttles. This request also includes funding for audio-visual support to include all annual maintenance contracts and replacement part requirements for the audio-visual equipment in the Congressional Auditorium, the Congressional Meeting Rooms and Exhibition Hall. This request also includes funding for public awareness to include graphic design support and the printing of visitor brochures. Finally, the request includes funding for planning and evaluation activities to include resources needed to monitor visitor satisfaction.

The **Information Resource Management** Program Group accounts for 4.9% of the Capitol Visitor Center budget and funds information technology software, hardware and services specific to the CVC. This request includes funding for the Advanced Reservation System used by Congress and the public to book tours. CVC maintains two gift shops and a restaurant, both of which record cash and credit card transactions on a daily basis. This request includes funding for computer hardware and software to support CVC's networks which must maintain a secure financial environment and are subject to stringent audit requirements. The CVC also manages reservations for the two Congressional Meeting Rooms and the Congressional Auditorium. This request includes funding to maintain the room-booking software used by Congress to reserve these spaces. Funding is also requested to provide continued support for the CVC's website and communication activities that provide meaningful information to the Congress and the public.

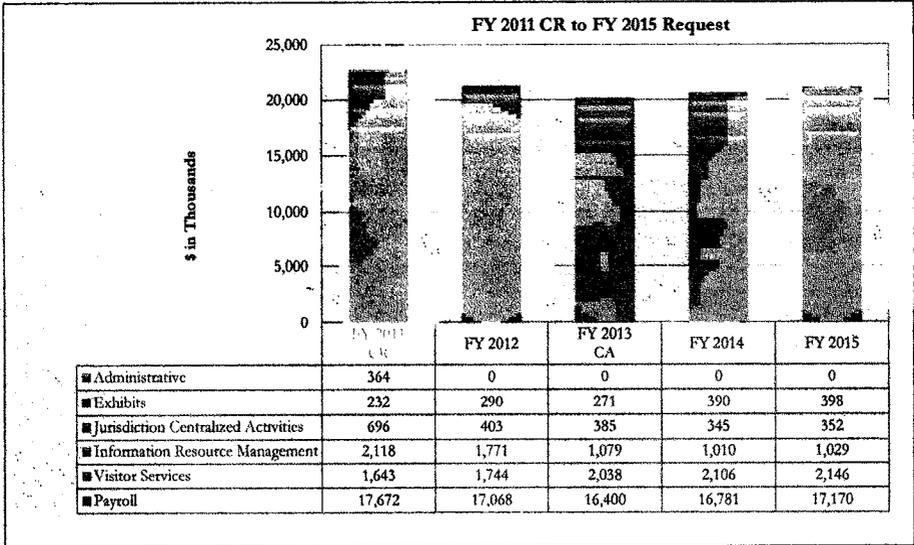
The **Exhibits** Program Group accounts for 1.9% of the CVC budget. This request includes funding to support quality exhibit rotations and maintain the operational aspects of Exhibition Hall. This request also includes funding for Exhibition Hall education, public programs, exhibit conservation and supplies.

The **Jurisdiction Centralized Activities** Program Group accounts for 1.7% of the CVC budget. This request involves funding for training needed to maintain the required level of technical expertise and world class customer service. This request also includes funding for uniforms for front-line staff, Capitol Tour Training, and emergency preparedness.



Capitol Visitor Center

FUNDING OVERVIEW





Capitol Visitor Center

BUDGET SUMMARY

Congress established the U.S. Capitol Visitor Center with the intent to provide greater security for all persons working in or visiting the United States Capitol and a place in which to learn about the work of Congress and the U.S. Capitol Building. In the past, the appropriation has provided funding for construction of the facility; and operational start-up costs and facility maintenance activities to support the CVC.

Appropriation	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2013/2014 Difference
Operating Budget	20,172	20,446	20,632	21,095	463
Multi-Year Projects	-	-	-	-	-
Total	20,172	20,446	20,632	21,095	463

Program Groups	FY 2013 Enacted	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 Request	FY 2013/2014 Difference
Exhibits	271	274	390	398	7
Information Resource Management	1,079	1,556	1,010	1,029	19
Jurisdiction Centralized Activities	385	396	345	352	7
Payroll	16,400	16,148	16,781	17,170	390
Visitor Services	2,038	2,072	2,106	2,146	40
Annual-Funded Projects	-	-	-	-	-
Total	20,172	20,446	20,632	21,095	463

Projects	FY 2013/2017 Enacted	FY 2013/2017 Actual Obs	FY 2014 Enacted	FY 2015 Request	FY 2013/2014 Difference
Total	-	-	-	-	-

¹ FY 2013 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Visitor Center

BUDGET SUMMARY (continued)

FTE Under Utilization (FTE) - Request/Needed					
Appropriation	FY 2013 Utilization ¹	FY 2014 Ceiling	Realignment	Increase	FY 2015 Request
Capitol Visitor Center	206	244	(4)	-	240

¹ FTE under utilization represents AOC hiring slow down due to sequestration.

Realign four (4) FTE from CVC to Capitol Building for custodial services.

FY 2015 payroll funding requirement based on 215 FTE.

Object Class (FTE)					
Object Class	FY 2013 ¹ Actual Obligations	FY 2014 Enacted	FY 2015 ² Request	FY 2014/2015 Difference	
11 Personnel Compensation	11,990	12,747	13,088	341	
12 Personnel Benefits	4,120	4,034	4,082	48	
21 Travel	27	11	11	-	
22 Transportation of Things	-	-	-	-	
23 Rent, Communications and Utilities	-	44	44	-	
24 Printing and Reproduction	481	-	-	-	
25 Other Contractual Services	2,685	2,746	2,821	75	
26 Supplies and Materials	70	19	19	-	
31 Equipment	1,012	1,031	1,031	-	
32 Land and Structures	-	-	-	-	
42 Insurance Claims and Indemnities	1	-	-	-	
Total	20,386	20,632	21,095	464	

¹ FY 2013 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project funded obligations.

² FY 2014/FY 2015 Personnel Compensation and Benefits do not include project funded estimated obligations.



Capitol Visitor Center

FY 2015 ANALYSIS OF CHANGE

	FY 2015 Appropriation	
	FTE	Amount (\$000)
FY 2014 Enacted (FTE reflects Payroll Funded only)	244	20,632
Non-Recurring Costs		
Other Decreases		
FTE Realignment to Capitol Building.....	(4)	
Total Program Decreases	(4)	-
Mandatory Pay Related Costs:		
FY 2014 Annualized Cost-of-Living Adjustment of 1.0%.....		30
FY 2015 FEHB Employer Contribution of 4.0%.....		40
FY 2015 Cost-of-Living Adjustment of 1.8%.....		189
FY 2015 Within Grade Increase.....		130
Total Mandatory Pay Related Costs		390
Price Level Changes		
Exhibits.....		7
Information Resource Management.....		19
Jurisdiction Centralized Activities.....		7
Visitor Services.....		40
Total Price Level Changes		73
Program Increases:		
Total Program Increases	-	-
Net Increase/Decrease	(4)	463
Total Appropriation	240	21,095



Capitol Visitor Center

SUMMARY OF CHANGES

The Operating Budget of the Capitol Visitor Center funds all costs associated with the operation and administration of the CVC. The budget is divided into functional area Program Groups. In accordance with sound financial management practice, these Program Groups are reviewed and adjusted to reflect changing program and pricing needs. Increases that cannot be absorbed are requested through the budget process.

Operating Program (2014)						
Program Groups	FY 2014 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2015 Request	FY 2013/2014 Difference
Exhibits	390	-	7	-	398	7
Information Resource Management	1,010	-	19	-	1,029	19
Jurisdiction Centralized Activities	345	-	7	-	352	7
Payroll	16,781	-	390	-	17,170	390
Visitor Services	2,106	-	40	-	2,146	40
Total	20,632	-	463	-	21,095	463

Program Groups - Description and Analysis of Changes

The Program Groups reflect additional funding of \$73K due to the Congressional Budget Office estimated FY 2015 non-pay rate increase of 1.9%.

Exhibits

The Exhibits Program Group funds exhibit supplies; document rotation; the on-line exhibition; education and public programs; and exhibit conservation for the exhibitions located throughout the CVC.

Information Resource Management

The Information Resource Management Program Group funds the information technology needs specific to the Capitol Visitor Center including the Advance Reservation and Catering/Events Scheduling systems. This Program Group also supports website maintenance and the contract costs for Local Area Network administrators.

Jurisdiction Centralized Activities

The Jurisdiction Centralized Activities Program Group funds training, registration, and seminar fees; travel; uniform allowances; the Congressional staff tour training program; and emergency preparedness.



Capitol Visitor Center

SUMMARY OF CHANGES (continued)

Payroll

The Payroll Program Group funds salaries and benefits for employees specifically supporting the appropriation. It includes government staff salaries and other compensation (e.g., paid leave and lump sum annual leave payments upon separation); compensation above basic rates including overtime and holiday pay; employer contributions to the Civil Service Retirement System, the Federal Employees Retirement System and the Thrift Savings Plan; and employer contributions to Social Security, Medicare, Federal Employees Health Benefits and Federal Employees Group Life Insurance.

Additional funding of \$390K, reflects net adjustment due to Office of Management and Budget FY 2014 Annualized Cost-of-Living Adjustment (COLA) rate increase of 1.0%, FY 2015 FEHB program rate increase of 4.0%, Congressional Budget Office predicted FY 2015 COLA rate increase of 1.8%, and Within Grade Increase Adjustment.

Visitor Services

The Visitor Services Program Group funds equipment and activities provided by the Capitol Visitor Center in support of its mission to directly enhance the visitor experience. Visitor Services manages and conducts visitor tours; provides visitors with general assistance and way finding; manages visitor flow-through the Orientation Theaters; operates audiovisual equipment, provides interpretive historical information throughout the facility and specifically within Exhibition Hall; provides assistance to visitors with special needs; and supports the United States Capitol Police with safety and security matters. Funding is provided under this program group for way-finding, audiovisual equipment, ropes and stanchions, wheelchairs, visitor headsets, guide service radios and ancillary equipment, and shuttle carts. Funding is also provided for services to promote public awareness and to obtain visitor feedback.

LIBRARY OF CONGRESS
FISCAL 2015 BUDGET JUSTIFICATION

SUBMITTED FOR USE OF THE COMMITTEES ON APPROPRIATIONS





View of the Thomas Jefferson Building from the U.S. Capitol. Provided by the Office of the Librarian



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LIBRARY OF CONGRESS OVERVIEW FISCAL 2015

The Library of Congress has the largest and most wide-ranging collection of the world's recorded knowledge ever assembled by any one institution, and also the closest thing to a mint record of the cultural and intellectual creativity of the American people. It was created and has been sustained for 214 years by the Congress of the United States. The Library has encouraged, protected, and preserved America's creativity through the work of the Copyright Office since 1871, served the Congress directly for nearly 200 years with the nation's largest law library, and acted as the Congress' primary research arm for 100 years with the Congressional Research Service. The mission of the Library is to support the Congress in fulfilling its constitutional duties and to further the progress of knowledge and creativity for the benefit of the American people.

Over the past several years, the Library has been operating with progressively decreasing resources and since fiscal 2010 has sustained a decrease in total appropriations in excess of 12.5 percent, from \$684.3 million to \$598.4 million in fiscal 2013. Fiscal 2013 presented the Library with significant budgetary challenges with the total sequester and rescission resulting in a reduction of \$30.8 million below the fiscal 2012 funding level, representing less overall funding than the Library received in its fiscal 2006 appropriations. The Library made a concerted effort to limit the negative impact of reduced funding levels on core functions and services to stakeholders. Having already curtailed staffing by 186 employees in fiscal 2012 through a voluntary incentive separation program, the Library chose to absorb a disproportionately small percentage (12.9 percent) of the fiscal 2013 budget cuts within the staff pay budget, administering only a three-day library-wide furlough for all staff.

Moving into fiscal 2014 with the prospect of continued sequestration budget reductions, the Library was deeply concerned about the challenges of absorbing additional cuts among its core program

activities and the possibility of burdening staff with another series of furlough days. Thus, the Library very much welcomed the news that it would receive relief in the fiscal 2014 Omnibus Appropriation, with a partial restoration of the sequestration reductions and funding of construction of the fifth collection storage module at the Fort Meade complex. By providing this critical funding support, the Congress has helped the Library maintain its core services to the Congress and the nation.

Despite this much needed relief to the budget, the Library's leadership continues to grapple with challenging funding constraints and is implementing robust planning and governance processes to guide the allocation of limited resources to its highest priority activities and initiatives. By developing clearly defined, measurable, and closely monitored performance goals and objectives, the Library has helped improve governance and accountability and directed a Library-wide focus to cross-cutting programmatic areas documented in the Library's strategic plan.

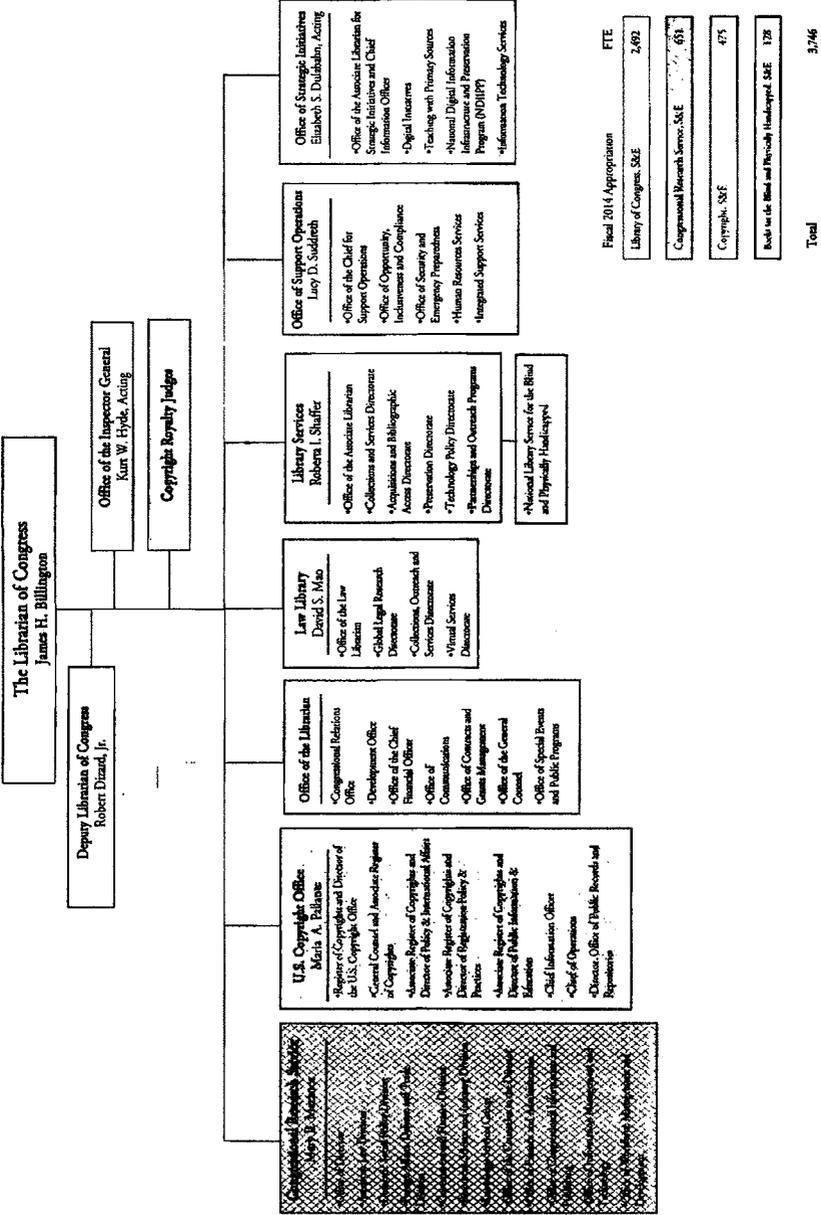
Despite the challenging budget environment, the Library continues to look boldly toward the future. As the Librarian of Congress recently wrote to Library staff, "Our task now for the tumultuous 21st Century is to demonstrate that the nation's oldest federal cultural institution has the unique resources and people to become one of America's most innovative." To that end, in September 2013, the Librarian launched a Library of Congress "Futures Program" that is drawing on the Library's own dedicated and multi-talented staff to address some of the key issues facing the Library and develop better ways to fulfill the Library's historic service missions in the rapidly changing, unpredictable times that lie ahead.

In fiscal 2015 the Library is only requesting funding for staff pay and price level increases to maintain current operations. Because much of the funding

restored in the fiscal 2014 appropriation will be directed in support of critical staffing needs that cannot be fully executed in the current fiscal year, the fiscal 2015 budget details will reflect shifts

of funding to the staff pay accounts in order to annualize the funding of the positions filled during fiscal 2014.

LIBRARY OF CONGRESS



Fiscal 2014 Appropriation	FTE
Library of Congress, S&E	2,492
Congressional Research Service, S&E	651
Copyright, S&F	475
Books for the Blind and Physically Handicapped, S&E	128
Total	3,746

Organization Chart



SUMMARY TABLES

LIBRARY OF CONGRESS

Library of Congress Resource Summary (Dollars in thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
Library of Congress, S&E											
Office of the Librarian	448	\$ 26,209	130	\$ 25,504	448	\$ 30,494	448	\$ 27,460	0	-\$ 3,034	-9.9%
Library Services	1,357	205,685	1,302	205,231	1,357	209,465	1,357	216,297	0	6,832	3.3%
Office of Strategic Initiatives	344	100,626	328	97,890	344	104,767	344	108,081	0	3,314	3.2%
Law Library	91	15,512	85	15,797	91	15,849	91	16,285	0	436	2.8%
Office of Support Operations	236	47,785	224	47,532	236	48,777	236	49,954	0	1,177	2.4%
Office of Inspector General	16	2,642	14	2,520	16	2,700	16	2,775	0	75	2.8%
Total Budget, LC, S&E	2,492	\$398,439	2,083	\$394,474	2,492	\$412,052	2,492	\$420,852	0	\$ 8,800	2.1%
CDS & Law Offsetting Collections		- 6,337		0		- 6,350		- 6,350		0	0.0%
Total, Approp, LC, S&E	2,492	\$392,102	2,083	\$394,474	2,492	\$405,702	2,492	\$414,502	0	\$ 8,800	2.2%
Copyright Office, S&E											
COP Basic	439	\$ 44,228	358	\$ 43,623	439	\$ 45,005	439	\$ 46,277	0	\$ 1,272	2.8%
COP Licensing	30	5,099	19	4,669	30	5,099	30	5,230	0	131	2.6%
COP Royalty Judges	6	1,408	5	1,092	6	1,520	6	1,581	0	41	2.7%
Total Budget, CO, S&E	475	\$ 50,735	382	\$ 49,384	475	\$ 51,624	475	\$ 53,068	0	\$ 1,444	2.8%
Basic offsetting collections		- 28,708		0		- 27,971		- 27,971		0	0.0%
Licensing offsetting collections		5,099		0		5,099		5,230		- 131	2.6%
CRJ offsetting collections		- 374		0		- 374		- 381		- 7	1.9%
Total, Approp, CO, S&E	475	\$ 16,554	382	\$ 49,384	475	\$ 18,180	475	\$ 19,486	0	\$ 1,306	7.2%
Congressional Research Service, S&E											
CRS, S&E	651	\$101,204	593	\$101,127	651	\$105,350	651	\$108,362	0	\$ 3,032	2.9%
Books for the Blind and Physically Handicapped, S&E											
BBPH, S&E	128	\$ 48,024	101	\$ 47,677	128	\$ 49,750	128	\$ 50,696	0	\$ 946	1.9%
Total Resource Summary, LC											
Total Budget	3,746	\$598,402	3,159	\$582,562	3,746	\$618,776	3,746	\$632,998	0	\$14,222	2.3%
Total Offsetting Collections		- 40,518		0		- 39,794		- 39,932		138	0.3%
Total Appropriations, LC	3,746	\$557,884	3,159	\$582,562	3,746	\$578,982	3,746	\$593,066	0	\$14,084	2.4%

**Library of Congress
Resource Summary
Analysis of Change**
(Dollars in Thousands)

Appropriation/PPA	Fiscal 2014 Execution Plan	Fiscal 2015						Fiscal 2015 Total Request	
		Mandatory Pay Increases	Price Level	Sub-total	Non- Recurring	Current Services Request	Program Increases		Total Net Change
Library of Congress, S&E									
Office of the Librarian	\$ 30,494	\$ 529	\$ 247	\$ 776	-\$3,810	\$ 27,460	\$0	-\$ 3,034	\$ 27,460
Library Services	209,465	4,647	2,185	6,832	0	216,297	0	6,832	216,297
Office of Strategic Initiatives	104,767	1,554	1,760	3,314	0	108,081	0	3,314	108,081
Law Library	15,849	333	103	436	0	16,285	0	436	16,285
Office of Support Operations	48,777	799	378	1,177	0	49,954	0	1,177	49,954
Office of Inspector General	2,700	67	8	75	0	2,775	0	75	2,775
Total Budget, LC, S&E	\$412,052	\$ 7,929	\$4,681	\$12,610	-\$3,810	\$420,852	\$0	\$ 8,800	\$420,852
CDS & Law Offsetting Collections	- 6,350	0	0	0	0	- 6,350	0	0	6,350
Total Approp, LC, S&E	\$405,702	\$ 7,929	\$4,681	\$12,610	-\$3,810	\$414,502	\$0	\$ 8,800	\$414,502
Copyright Office, S&E									
COP Basic	\$ 45,005	\$ 1,101	\$ 171	\$ 1,272	\$ 0	\$ 46,277	\$0	\$ 1,272	\$ 46,277
COP Licensing	5,099	67	64	131	0	5,230	0	131	5,230
COP Royalty Judges	1,520	34	7	41	0	1,561	0	41	1,561
Total, Budget, CO, S&E	\$ 51,624	\$ 1,202	\$ 242	\$ 1,444	\$ 0	\$ 53,068	\$0	\$ 1,444	\$ 53,068
Basic offsetting collections	- 27,971	0	0	0	0	- 27,971	0	0	- 27,971
Licensing offsetting collections	5,099	67	64	131	0	5,209	0	131	5,230
CRJ offsetting collections	- 374	0	- 7	- 7	0	- 381	0	- 7	- 381
Total, Approp, CO, S&E	\$ 18,180	\$ 1,135	\$ 171	\$ 1,306	\$ 0	\$ 19,507	\$0	\$ 1,306	\$ 19,486
Congressional Research Service, S&E									
CRS, S&E	\$105,350	\$ 2,876	\$ 357	\$ 3,032	\$ 0	\$108,382	\$0	\$ 3,032	\$108,382
Books for the Blind and Physically Handicapped, S&E									
BBPH, S&E	\$ 49,760	\$ 312	\$ 634	\$ 946	\$ 0	\$ 50,696	\$0	\$ 946	\$ 50,696
Total, Library of Congress									
Total Budget	\$618,776	\$12,118	\$6,914	\$18,032	-\$3,810	\$632,988	\$0	\$14,222	\$632,988
Total Offsetting Collections	- 39,794	- 67	- 71	- 138	0	- 39,911	0	- 138	- 39,932
Total Appropriations	\$578,982	\$12,051	\$5,843	\$17,894	-\$3,810	\$593,087	\$0	\$14,084	\$593,066

Library of Congress
Summary by Object Class
(Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2016 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 0	\$ 510	+\$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 0	\$ 510	+\$ 10	2.0%
11.1 Full-time permanent	\$299,336	\$297,148	\$304,430	+ \$5,878	\$319,270	+\$14,840	4.9%
11.3 Other than full-time permanent	5,701	5,853	6,105	0	6,275	+ 170	2.8%
11.5 Other personnel compensation	526	480	603	0	630	+ 27	4.5%
11.5A Staff Awards ¹	1,813	1,956	2,128	+ 88	2,278	+ 150	7.0%
11.8 Special personal services payment	254	276	328	0	338	+ 10	3.0%
12.1 Civilian personnel benefits	86,737	86,350	87,642	+ 2,183	92,713	+ 5,071	5.8%
13.0 Benefits for former personnel	167	144	148	0	148	0	0.0%
Total, Pay	\$394,534	\$382,207	\$401,384	+ \$8,150	\$421,652	+\$20,268	5.0%
21.0 Travel & transportation of persons	1,614	1,130	1,644	0	1,699	+ 55	3.3%
22.0 Transportation of things	417	333	510	0	525	+ 15	2.9%
23.1 Rental payments to GSA	5,971	4,973	5,592	0	5,567	25	-0.4%
23.2 Rental payments to others	684	628	629	0	687	+ 38	6.0%
23.3 Communication, utilities & misc charges	5,900	6,755	8,846	0	9,026	+ 180	2.0%
24.0 Printing & reproduction	3,634	3,721	3,522	0	3,591	+ 69	2.0%
25.1 Advisory & assistance services	25,885	25,330	30,992	2,160	25,479	5,513	-17.8%
25.2 Other services	42,836	41,618	41,486	2,337	39,871	1,615	- 3.9%
25.3 Other purch of gds & services from gov acc	9,462	8,649	9,585	390	9,438	147	-1.5%
25.4 Operation & maintenance of facilities	6,485	7,074	5,423	0	5,527	+ 104	1.9%
25.5 Research & development contracts	135	27	615	0	627	+ 12	2.0%
25.6 Medical care	4	0	11	0	11	0	0.0%
25.7 Operation & maintenance of equipment	19,770	17,622	19,426	0	21,037	+ 1,611	8.3%
25.8 Subsistence & support of persons	36	16	87	0	89	+ 2	2.3%
26.0 Supplies & materials	6,071	5,818	6,883	0	7,010	+ 147	2.1%
31.0 Equipment	67,571	70,956	75,481	3,263	73,907	1,574	-2.1%
41.0 Grants, subsidies & contributions	5,517	5,486	5,978	0	6,552	+ 574	9.6%
42.0 Insurance claims & indemnities	3	0	3	0	3	0	0.0%
44.0 Refunds	1,346	0	50	0	50	0	0.0%
94.0 Financial Transfers	47	218	149	0	160	+ 11	7.4%
Total, Non-Pay	\$203,368	\$200,366	\$216,892	- \$8,150	\$210,836	- \$ 8,056	-2.8%
Total, Library of Congress	\$598,402	\$582,562	\$618,776	\$ 0	\$632,998	+\$14,222	2.3%

¹The Library of Congress uses cash awards to recognize and acknowledge exceptional contributions to the Library, the Congress, and the American people.

Library of Congress
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	3,746	\$818,776
Non-recurring Costs:	0	
Non-recur of one-time cost for financial system cloud migration		- 3,810
Total, Non-recurring Costs		3,810
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		5,652
Annualization of January 2014 pay raise @ 1%		4,138
Within-grade increases		1,834
Foreign Service Nationals (FSN) pay adjustment		494
Total, Mandatory Pay and Related Costs	0	12,118
Price Level Changes		5,914
Program increases	0	0
Net Increase/Decrease	0	\$ 14,222
Total Budget	3,746	\$632,998
Total Offsetting Collections	0	- 38,932
Total Appropriation	3,746	\$593,066

Library of Congress
Staffing Summary - On-Board/FTEs

Direct Funded by Appropriation/PPA	On-Board	FTEs				Change
	Fiscal 2013 Year-end Actual	Fiscal 2013 Actual FTE Usage	Fiscal 2014 Execution Plan	Fiscal 2015 Request		
Library of Congress, S&E						
Office of the Librarian	131	130	137	137	0	
Library Services	1,330	1,302	1,357	1,357	0	
Office of Strategic Initiatives	331	328	344	344	0	
Law Library	89	85	91	91	0	
Office of Support Operations	232	224	236	236	0	
Office of the Inspector General	16	14	16	16	0	
Unfunded LC, S&E FTE Reserve	0	0	311	311	0	
Total, Library of Congress, S&E	2,129	2,083	2,482	2,482	0	
Copyright Office, S&E						
COP Basic	366	358	439	439	0	
COP Licensing	19	19	30	30	0	
COP CRJ	6	5	6	6	0	
Total, Copyright Office, S&E	391	382	475	475	0	
Congressional Research Service, S&E						
CRS, S&E	605	593	651	651	0	
Books for the Blind and Physically Handicapped, S&E						
BBPH, S&E	115	101	128	128	0	
Total, Library of Congress						
Total, Library of Congress	3,240	3,159	3,746	3,746	0	

Library of Congress
Fiscal 2015 Supplemental Data on Mandatory Pay Increases

(Dollars in Thousands)

Category	LC, S&E	CO, S&E	CRS, S&E	BBPH, S&E	Total
1. Within-grade (WIG) Increases	\$1,214	\$187	\$ 388	\$ 45	\$1,834
2. Jan. 2015 Locality-based Comparability Pay Raise	3,593	588	1,319	154	5,652
3. Foreign Service Nationals (FSN) Pay Adjustment	494	-	-	-	494
4. Annualization of January 2014 Pay Raise	2,628	429	968	113	4,138
Total Mandatory Pay Increases	\$7,929	\$1,202	\$2,675	\$312	\$12,118

Explanation of Calculations

1. Within-grade (WIG) increases calculated against current on-board staff eligible for WIGs during fiscal 2015.
2. January 2015 pay raise calculated at 1.35% of pay base. (CBO Pay Rate of 1.8% for 9 months or 75%).
3. Pay adjustment for overseas Foreign Service nationals. Computation based on individual country rates, provided by the Department of State, applied to pay base. Country rates used for fiscal 2015 are as follows: Brazil - 5%; Egypt - 9.02%; Kenya - 6.9%; India - 10%; Pakistan - 17%; and Indonesia - 7%.
4. Annualization of January 2014 pay raise calculated at 1% of pay base.

Library of Congress
Fiscal 2015 Supplemental Data on Price Level Increases

(Dollars in Thousands)

Category	LC, S&E	CO, S&E	CRS, S&E	BBPH, S&E	Total
1. General inflationary increase	\$1,972	\$182	\$188	\$699	\$3,041
2. Field Office inflationary increase	407	-	-	-	407
3. Acquisitions of library materials inflation	611	-	-	-	611
4. Software maintenance	1,189	60	169	-	1418
5. GSA Space Rental adjustment	32	-	-	65	33
6. National Film Preservation Foundation grant	470	-	-	-	470
Total Price Level Increases	\$4,681	\$242	\$357	\$634	\$5,914

Explanation of Calculations

1. General inflationary increase calculated using CBO rate of 1.9% of non-pay base for fiscal 2015 (except as noted below).
2. Inflationary increases for overseas Foreign Service nationals. Computation based on individual country rates, provided by the Department of State, applied to pay base. Country rates used for fiscal 2015 are as follows: Brazil - 5%; Egypt - 9.02%; Kenya - 6.9%; India - 10%; Pakistan - 17%; and Indonesia - 7%.
3. Inflationary rate for acquisition of library materials determined by annual study and/or actual historical rates. Rates used for fiscal 2015 are as follows: Books for the Law Library - 2.91%; Books for the General Collections (GENPAC) - 3.54%.
4. Software maintenance inflationary increase calculated using actual historical rate of 15% of software maintenance base.
5. GSA-managed leased space adjustment based on estimates provided by GSA for fiscal 2015.
6. Per P.L. 110-336, Sec. 3, (b)(1), increase grant to the National Film Preservation Foundation from \$530K to authorization level of \$1M.

Library of Congress
Total Funds Available - All Sources
(Dollars in Thousands)

	Fiscal 2013 Actual	Fiscal 2014 Budget	Fiscal 2015 Request
Total Appropriations			
Library of Congress	\$557,883	\$578,982	\$593,086
AOC - Library Buildings and Grounds	44,424	53,391	62,758
Subtotal, Appropriations	\$602,307	\$632,373	\$655,822
Receipts (Actual Collected and Estimated)			
Sales of catalog cards and publications	\$ 3,306	\$ 6,000	\$ 6,000
Collections to Global Legal Information Network	0	350	350
Copyright fees	27,721	27,971	27,971
Licensing and CRJ fees	5,473	5,473	5,611
Subtotal, Receipts	\$ 36,500	\$ 39,794	\$ 39,932
Non-Appropriated Funds			
Gift and Trust Funds ¹	\$ 8,199	\$ 12,778	\$ 12,901
Revolving Fund Revenue (Actual & Estimated)	83,828	84,208	84,501
Reimbursable Activities (Actual & Estimated)	2,007	2,500	2,500
Subtotal, Non-Appropriated Funds	\$ 94,134	\$ 99,484	\$ 99,902
Total Funds Available			
Total	\$732,941	\$771,651	\$795,696

¹Includes new gift and trust fund contributions and income realized; excludes prior-year carryover funds.

Library of Congress
Statement of Receipts
(Dollars in Thousands)

	Fiscal 2013 Actual	Fiscal 2014 Estimate	Fiscal 2015 Estimate
Statement of Receipts, Treasury Department General Fund Account			
Other miscellaneous receipts	\$ 867	\$ 250	\$ 250
Total Receipts into General Fund Account	\$ 867	\$ 250	\$ 250
Statement of Receipts, Payments to Copyright Owners			
Receipts from fees, Digital audio recording devices and media (DART)	\$1,248	\$1,298	\$1,350
Receipts from interest on investments in public debt securities (DART)	5	2	8
Total Receipts into Special Fund Account	\$1,253	\$1,300	\$1,358



LIBRARY OF CONGRESS,

SALARIES AND EXPENSES

Library of Congress, S&E

Resource Summary

(Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014		Fiscal 2015		Fiscal 2014/2015		Percent Change
	Spending Plan		Actual Obligations		Execution Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
Office of the Librarian	448	\$ 28,209	130	\$ 25,504	448	\$ 30,494	448	\$ 27,460	0	-\$3,034	-9.9%
Library Services	1,357	205,685	1,302	205,231	1,357	209,465	1,357	216,297	0	6,832	3.3%
Office of Strategic Initiatives	344	100,626	328	97,890	344	104,767	344	108,081	0	3,314	3.2%
Law Library	91	15,512	85	15,797	91	15,849	91	16,285	0	436	2.8%
Office of Support Operations	236	47,765	224	47,532	236	48,777	236	49,954	0	1,177	2.4%
Office of the Inspector General	18	2,642	14	2,520	18	2,700	18	2,775	0	75	2.8%
Total, LC, S&E	2,492	\$388,439	2,083	\$394,474	2,492	\$412,062	2,492	\$420,852	0	\$8,800	2.1%

**Library of Congress, Salaries and Expenses
Summary By Object Class
(Dollars in Thousands)**

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 0	\$ 510	+\$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 0	\$ 510	+\$ 10	2.0%
11.1 Full-time permanent	\$191,259	\$189,837	\$194,760	+ \$3,726	\$204,333	+\$ 9,573	4.9%
11.3 Other than full-time permanent	3,780	3,885	3,895	0	4,004	+ 109	2.8%
11.5 Other personnel compensation	495	458	569	0	936	+ 367	64.5%
11.5A Staff Awards ¹	1,074	1,230	1,274	0	968	306	-24.0%
11.8 Special personal services payment	213	238	288	0	296	+ 8	2.8%
12.1 Civilian personnel benefits	56,001	55,792	56,844	+ 1,170	59,918	+ 3,074	5.4%
13.0 Benefits for former personnel	125	112	100	0	100	0	0.0%
Total, Pay	\$252,947	\$251,352	\$257,730	+ \$4,896	\$270,656	+\$12,825	5.0%
21.0 Travel & transportation of persons	1,030	776	1,028	0	1,071	+ 43	4.2%
22.0 Transportation of things	368	287	454	0	468	+ 14	3.1%
23.1 Rental payments to GSA	3,828	3,828	3,634	0	3,677	+ 43	1.2%
23.2 Rental payments to others	284	259	329	0	362	+ 33	10.0%
23.3 Communication, utilities & misc charges	4,908	4,802	7,436	0	7,590	+ 154	2.1%
24.0 Printing & reproduction	2,332	2,584	2,045	0	2,087	+ 42	2.1%
25.1 Advisory & assistance services	24,294	24,078	29,082	1,710	23,991	5,091	-17.5%
25.2 Other services	26,020	26,715	26,451	1,063	25,850	601	- 2.3%
25.3 Other purch of gds & services from gov acc	8,523	7,855	8,593	389	8,424	169	-2.0%
25.4 Operation & maintenance of facilities	6,460	7,052	5,403	0	5,506	+ 103	1.9%
25.6 Medical care	4	0	11	0	11	0	0.0%
25.7 Operation & maintenance of equipment	17,895	15,801	17,185	0	18,553	+ 1,368	8.0%
25.8 Subsistence & support of persons	13	8	9	0	9	0	0.0%
26.0 Supplies & materials	2,438	2,245	2,975	0	3,049	+ 74	2.5%
31.0 Equipment	37,882	41,130	43,007	1,734	42,374	633	-1.5%
41.0 Grants, subsidies & contributions	5,517	5,466	5,978	0	6,552	+ 574	9.8%
42.0 Insurance claims & indemnities	3	0	3	0	3	0	0.0%
44.0 Refunds	1,346	0	50	0	50	0	0.0%
94.0 Financial transfers	47	218	149	0	180	+ 11	7.4%
Total, Non-Pay	\$144,992	\$143,122	\$163,822	- \$4,896	\$149,787	-\$ 4,035	-2.6%
Total, Library of Congress, S&E	\$398,439	\$394,474	\$412,052	\$ 0	\$420,852	+\$ 8,800	2.1%

The Library of Congress uses cash awards to recognize and acknowledge exceptional contributions to the Library, the Congress, and the American people.

**Library of Congress, S&E
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	2,492	\$412,052
Non-recurring Costs:		
Non-recur of one-time cost for financial system cloud migration		- 3,810
Total, Non-recurring Costs		3,810
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		3,593
Annualization of January 2014 pay raise @ 1%		2,628
Within-grade increases		1,214
Foreign Service Nationals (FSN) pay adjustment		494
Total, Mandatory Pay and Related Costs	0	7,929
Price Level Changes		4,681
Program Increases	0	0
Net Increase/Decrease	0	\$ 8,800
Total Budget	2,492	\$420,852
Total Offsetting Collections	0	- 6,350
Total Appropriation	2,492	\$414,502



Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of the Librarian Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Reassignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 0	\$ 510	+ \$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 0	\$ 510	+ \$ 10	2.0%
11.1 Full-time permanent	\$ 13,256	\$ 13,175	\$ 13,593	+ \$ 82	\$ 14,064	+ \$ 471	3.5%
11.3 Other than full-time permanent	221	295	283	0	291	+ 8	2.8%
11.5 Other personnel compensation	202	194	205	0	211	+ 6	2.9%
12.1 Civilian personnel benefits	3,573	3,788	3,564	+ 26	3,717	+ 153	4.3%
13.0 Benefits for former personnel	125	30	100	0	100	0	0.0%
Total, Pay	\$ 17,377	\$ 17,462	\$ 17,745	+ \$ 108	\$ 18,383	+ \$ 638	3.6%
21.0 Travel & transportation of persons	108	55	77	0	79	+ 2	2.6%
22.0 Transportation of things	54	14	32	0	33	+ 1	3.1%
23.3 Communication, utilities & misc charges	170	174	194	0	197	+ 3	1.5%
24.0 Printing & reproduction	195	180	218	0	220	+ 4	1.9%
25.1 Advisory & assistance services	1,808	1,153	6,470	108	2,800	- 3,870	-59.8%
25.2 Other services	478	317	1,231	0	1,255	+ 24	1.9%
25.3 Other purch of gds & services from gov acc	20	10	20	0	20	0	0.0%
25.7 Operation & maintenance of equipment	269	269	449	0	516	+ 87	14.9%
26.0 Supplies & materials	138	115	126	0	128	+ 2	1.6%
31.0 Equipment	5,089	5,735	3,431	0	3,516	+ 85	2.5%
42.0 Insurance claims & indemnities	3	0	3	0	3	0	0.0%
Total, Non-Pay	\$ 8,332	\$ 8,022	\$ 12,249	- \$ 108	\$ 8,567	- \$ 3,682	-30.1%
Total, Office of the Librarian	\$ 26,209	\$ 25,504	\$ 30,494	\$ 0	\$ 27,460	- \$ 3,034	-9.9%

Office of the Librarian
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	448	\$30,494
Non-recurring Costs:		
Non-recur of one-time cost for financial system cloud migration		- 3,810
Total, Non-recurring Costs		3,810
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		255
Annualization of January 2014 pay raise @ 1%		187
Within-grade increases		87
Total, Mandatory Pay and Related Costs	0	529
Price Level Changes		247
Program Increases	0	0
Net Increase/Decrease	0	-\$ 3,034
Total Budget	448	\$27,460
Total Offsetting Collections	0	0
Total Appropriation	448	\$27,460

Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of **\$27.46 million** for the Office of the Librarian in fiscal 2015, a net decrease of (\$3.034 million), or (10 percent), under fiscal 2014. This request supports mandatory pay related and price level increases, and a non-recurring decrease of \$3.81 million for the one-time cost for financial system cloud migration. Also, included is a request to realign \$0.108 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
LIBN	448	\$26,209	130	\$25,204	448	\$30,494	448	\$27,460	0	-\$3,034	- 9.9%

PROGRAM OVERVIEW

The Office of the Librarian provides leadership to the Library, overseeing the implementation and management of the Library's mission to support the Congress in fulfilling its constitutional duties, and to further the progress of knowledge and creativity for the benefit of the American people. The Librarian of Congress and the Deputy Librarian of Congress provide executive management to the Library service units, which include the Congressional Research Service, Copyright Office, Law Library, Library Services, Office of Strategic Initiatives and Office of Support Operations. The Librarian of Congress chairs the Library's Executive Committee (EC). The Librarian's Office is directly responsible for the following offices.

Congressional Relations Office (CRO): Develops and implements the Library's legislative and congressional outreach strategies for a majority of Library operations and events and coordinates a variety of services for the Congress. CRO serves as the Library's communications point of contact for congressional oversight committees.

Development Office (DEV/O): Conducts, coordinates, and tracks fundraising activities to support the Librarian's priorities, including acquisitions, cultural programs, educational outreach activities, and events.

Office of the Chief Financial Officer (OCFO): Provides centralized strategic planning, annual planning, performance assessment, risk management, budgeting, accounting, disbursing, and financial systems and reporting services for the Library's appropriated, gift, trust, revolving, and reimbursable funds. OCFO serves as liaison with the House and Senate Committees on

Appropriations of the Congress in areas relating to the Library's financial functions.

Office of Communications/Public Affairs Office (OC/PAO): Maintains, develops, enhances, and expands the Library's communications and public affairs functions with the Congress, the American public, news media, and Library employees.

Office of Contracts and Grants Management (OCGM): Acquires goods and services for all Library units; awards and administers contracts, grants, funded cooperative agreements, and fellowships; procures databases and publications under the Library's Federal Library and Information Network (FEDLINK) Program; and oversees placement of foreign scholars in Library program offices.

Office of the General Counsel (OGC): Provides legal counsel to Library management on operations, programs, and initiatives; represents the Library in legal proceedings and negotiations; manages the Library's system of regulations; and serves as the Library's ethics office.

Office of Special Events and Public Programs (OSEPP): Coordinates and manages events that support the mission of the Library and showcase its programs, collections, and exhibitions.

Fiscal 2013 Priority Activities

The Office of the Librarian initiated, in fiscal 2012, an extensive review of the Library's policies, regulations, and directives to improve usability and understanding. During fiscal 2013, a working group, consisting of senior managers across all service units and led by the Deputy Librarian, established a new, single governing documents framework. The working group reviewed Library of

Office of the Librarian

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Congress Regulations (LCRs), policies, directives, internal service unit policies, and procedural guidance for relevance and need. The group identified areas that required creating new policies and procedures and began migrating existing policies and related documents into the new governing documents framework. The framework consists of three elements: a Library of Congress Manual, Library of Congress Handbooks and Library of Congress Technical Guidance. The Web Governance Board (WGB), another initiative led by the Deputy Librarian, continued its oversight of the ongoing implementation of the Library's information architecture strategy. The WGB managed the work to enhance the new legislative data platform, migrate Library collections content, and develop the copyright area design. The WGB developed key performance indicators (KPIs) and user satisfaction measurements to improve the management of all Library social media activities. The KPIs for social media are designed to complement the KPIs developed for the overall web presence in fiscal 2012.

The Congressional Relations Office (CRO) engaged in a number of activities in support of the incoming 113th Congress and the 57th Presidential Inauguration. A new Library "Guide to Resources" and a Services Card were distributed to all Members of the new Congress, and new information about the Library's training opportunities were added on the intranet site (LCnet), available exclusively to Members and their staff for obtaining information and services from the Library. CRO presented legislative proposals and requests for approvals to the Committee on House Administration, the Senate Rules and Administration Committee, and the Joint Committee on the Library and met with oversight committee staff on issues of interest, including providing briefings, web site demonstrations of enhancements to beta.Congress.gov, and site visits to Library facilities. CRO coordinated events with the Library of Congress Caucus and informed Congressional offices and committees about Library programs, resources, services, and events. In collaboration with the Government Printing Office, CRO coordinated discussions with the Senate Rules and Administration Committee about a new Library mobile application for the Centennial Edition of "The Constitution of the United States of America: Analysis and Interpretation (CONAN)."

The Development Office provided management of the James Madison Council, the group that contributes financial support toward the development of the Library's collections and a number of key initiatives such as the Junior Fellows Program, the Letters About Literature initiative, and the World Digital Library. The office also supported the Librarian's efforts to secure funding from

the private sector for projects such as the Knowledge Navigators initiative, the 13th annual National Book Festival, and a major exhibition planned for summer 2014 commemorating the Civil Rights Act of 1964. The Development Office's goals were advanced through effective prospecting, donor development, stewardship, and coordination with offices throughout the Library.

The Office of the Chief Financial Officer (OCFO) maintained the Library's planning and budgeting framework by continuing to record and report on program performance and accomplishments toward achieving the Strategic Plan goals and related outcomes. OCFO also continued to work with contractor support to develop an improved eLCplans system that will provide planning and performance information for decision making regarding strategic planning and performance management. The planned release is fiscal 2014.

OCFO fully implemented the Library of Congress Budget System (LCBS), an institution-wide budget execution and tracking system in which spending plan data from all Library service units is recorded. OCFO also established the Financial Systems Office (FSO), separating those functions from the Financial Reports Office to provide needed and appropriate oversight to the Library's financial systems operations, in recognition of OCFO's growing responsibilities for the administration of financial systems operations for the Legislative Branch. In fiscal 2013, OCFO worked with the Architect of the Capitol (AOC) to perform a gap analysis to determine the feasibility of migrating the AOC's financial data into the Library's financial management system environment. The result of the analysis indicated that significant efficiencies and cost savings would be realized from the AOC migration.

The Office of Communications (OC) provided public relations support and backing to a myriad of Library initiatives and events, including the rollout of the Congress.gov beta web site; major acquisitions and exhibitions; and announcements of the Poet Laureate activities, the Gershwin Prize for Popular Song, Kluge Prize recipients, and events such as the National Book Festival. The OC revived and renewed the Library of Congress Magazine (LCM) and generated a print circulation of 12,000 plus 41,600 online subscribers. The OC also issued more than 230 news releases supporting Library programs and garnered coverage by media outlets, which included the Washington Post, New York Times, Associated Press, NBC Nightly News, CBS Evening News, and PBS Newshour.

The Office of Contracts and Grants Management

(OCGM) streamlined its management structure to improve oversight and accountability; implemented more formal work processes; and improved management of the workload. Enhanced acquisition planning was a top priority. In addition, the practical training provided to Contract Specialists and Contracting Officers' Representatives was expanded to develop the functional and professional expertise necessary to execute the contracts and grants that support the Library's mission.

The Office of the General Counsel (OGC) provided legal oversight of budget developments including sequestration and lapse in appropriations, human capital management, records scheduling, collection acquisitions, eDeposit, web archiving, and the implementation of the STOCK Act ethics reforms. OGC continued to work with Library management to improve contracting operations and worked with the Deputy Librarian to begin a comprehensive update of the Library's system of regulations and other governing documents. OGC also engaged in substantial litigation, in particular on challenges to decisions of the Copyright Royalty Judges.

The Office of Special Events and Public Programs (OSEPP) coordinated 326 special events consisting of 451 segments (i.e., multi-day events or numerous sub-events on a single day). These included a broad range of events both at the Library and at off-site venues for the Library, for Members of Congress, and for outside organizations, including 165 Library-sponsored events and 96 Congressional events.

Fiscal 2014 Priority Activities

The Librarian's Office will continue to oversee Library management and track progress made on the priorities established in fiscal 2013. The governing documents work group, led by the Deputy Librarian, will continue converting existing Library regulations, directives, and procedural guidance content into the new governing documents framework. The transition will be fully implemented in fiscal 2014. The Web Governance Board (WGB) will continue to improve the Library's web presence search, navigation, and presentation to enhance access to legislative data and Library content and services. The WGB will oversee further improvements to the user experience and continued implementation of the information architecture strategy. The migration of legacy data and presentations to the new architecture will continue.

The Congressional Relations Office (CRO) will continue to strengthen relationships between the Congress and the Library through collaborations with the Library of Congress Caucus and meetings with oversight committee

staff on issues of interest, including providing briefings, web site demonstrations, and site visits to Library facilities. CRO will continue discussions with the Committee on House Administration, Senate Rules and Administration Committee, and Joint Committee on the Library about the Library's legislative proposals and requests for approvals. CRO will inform Congressional offices and committees about Library programs, resources, services, and events and build out the content of the intranet site (LCnet), available to Members and their staff for obtaining information and services from the Library.

The Development Office will continue to support the Librarian's efforts to raise funds for a broad range of programs, including the Knowledge Navigators initiative, the National Book Festival, literacy initiatives, and Library collections, exhibitions, symposia, conferences, and scholarly programs. The Development Office will continue to develop a planned giving program for the Library, and it will seek to strengthen the James Madison Council and to foster support for the Library among foundations, corporations, and individuals.

The Office of the Chief Financial Officer (OCFO) will continue oversight of the planning and budgeting framework, eLCplans system, and the LCBS, which will assist senior leadership in making strategic programmatic and management decisions and in allocating resources effectively to support the Library's core mission and priority objectives. In fiscal 2014, OCFO will further develop LCBS capabilities by integrating payroll budget functionality from its existing Payroll Analysis Module system. OCFO will begin the process of migrating the Library's Momentum infrastructure to the cloud, upgrading to Momentum version 7.0, and migrating the AOC's financial data to the Library's financial management system environment.

OCFO also will work with the Government Accountability Office (GAO) on a gap analysis, to evaluate the feasibility of migrating the GAO's financial data into the Library's financial management system environment and to move the GAO's financial transaction processing to OCFO. The potential future migration of the GAO to the Library's environment will likely achieve savings for the Legislative Branch by consolidating transaction processing, eliminating service-level overhead, and reducing financial system audit costs.

The Office of Communications (OC) will continue to provide media support to Library initiatives, including major exhibitions, high-profile acquisitions, and annual events. The OC will build upon the Library of Congress Magazine (LCM) by exploring additional distribution

channels and the feasibility of a mobile application version to maximize outreach. The OC will also continue to assess its internal communications and social media efforts to ensure quality, efficiency, effectiveness, and the feasibility of expanding multimedia content to supplement social media channels and the LCM.

The Office of Contracts and Grants Management (OCGM) will continue the evaluation of contracting procedures, and publish a comprehensive set of contracting policies and procedures aligned to the Federal Acquisition Regulation. OCGM will focus on advance planning to better ensure requirements are well defined and alternatives evaluated, implement closer tracking of key acquisitions milestones, and continue to implement professional development and training programs aligned with the Federal Acquisition Certification program.

The Office of the General Counsel (OGC) will continue to provide legal oversight for Library activities, programs, and services, including human capital management, the Library's budget, contracting, records management, and acquisitions for the collections. The OGC will continue to work with management on contracting policies and procedures, training of contracting officers and program officials, and developing and identifying opportunities to introduce strategic sourcing and other efficiencies into the contracts process.

The Office of Special Events and Public Programs will continue to coordinate a broad range of special events, both at the Library and at off-site venues for the Library, Members of Congress, and outside organizations. The programs will continue to focus on events related to educational outreach and the Library's collections.

Fiscal 2015 Priority Activities

The Librarian's Office will continue to oversee Library management, programs and activities and track the progress made on established fiscal 2014 priorities. Under the direction of the Deputy Librarian, the Web Governance Board (WGB) will oversee the review of web content priorities and processes. The WGB will reassess its strategies to improve the user experience and implement the information architecture strategy, and it will manage improvements to the supporting systems and workflows used for the Library's web presence.

The Congressional Relations Office (CRO) will support the information needs, activities and functions of the incoming 114th Congress and offer briefings on Library services that will assist them in their constitutional and representational responsibilities. CRO will continue to strengthen relationships between the Congress and

Library, in particular through collaborations with the Library of Congress Caucus. The Library will present legislative proposals and requests for approvals to the Committee on House Administration, the Senate Rules and Administration Committee, and the Joint Committee on the Library and meet with oversight committee staff on issues of interest, including providing briefings, web site demonstrations, and site visits to Library facilities. CRO will keep Congressional offices and committees informed about Library programs, resources, services, and events, and continue to build out the content of the intranet site (LCnet), available exclusively to Members of Congress and their staff.

The Development Office will continue to support the Librarian's efforts to raise funds for a broad range of programs including acquisitions and development of the collections, exhibitions, internships, symposia, conferences, and scholarly programs. The Office will work to further internal coordination of fundraising activities within the institution and will seek to strengthen the James Madison Council as well as foster support for the Library among foundations, corporations, and individuals.

The Office of the Chief Financial Officer (OCFO) plans to integrate the Department of the Treasury's Internet Payment Platform (IPP) capability with the Momentum financial system, which will help to achieve efficiencies in the Library's payment processing operations. Additionally, if contracts are awarded in fiscal 2014 for the migration of Momentum hosting to the cloud, the Momentum 7.0 upgrade, and migration of the AOC's financial data into the Library's financial management system environment, these efforts will be completed by the end of fiscal 2015.

Depending on the results of the gap analysis for migrating GAO into the Library's financial management system environment, the Library will award a contract to implement the migration in fiscal 2016 and will begin hiring additional accounting staff, who will perform the GAO's financial transaction processing and financial reporting.

The Office of Communications will continue to provide media support to Library programs and initiatives, publish the LCM and Annual Report, and maintain and develop communications channels and content. The office will implement modifications and enhancements resulting from fiscal 2014 assessments of internal communications, LCM distribution and application developments, multi-media content development, and expansion of the National Book Festival brand and outreach.

The Office of Contracts and Grants Management (OCGM) will continue to streamline its contracts and grants operations. OCGM will continue its focus on advanced acquisition planning, consistent business processes, the accessibility and utility of procurement information, enhancing staff professional development, and monitoring of organizational, personnel, and contractor performance.

The Office of the General Counsel (OGC) will provide legal guidance on budget developments, human capital management, contracting, records management,

legislation and regulations, digital collections, and collection acquisitions and will continue to defend the Library in litigation, employment discrimination, and contract cases.

The Office of Special Events and Public Programs will continue to coordinate a broad range of special events for the Library, Members of Congress, and outside organizations. The programs will continue to focus on events related to educational outreach and the Library's collections.



Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Library Services Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
Associate Librarian for Library Services (ALLS)											
ALLS	32	\$ 8,221	27	\$ 6,430	32	\$ 7,846	32	\$ 8,040	0	\$ 194	2.5%
American Folklife Center	23	2,852	20	2,790	23	2,829	23	2,906	0	77	2.7%
Veterans History Project	22	2,062	18	1,921	22	1,987	22	2,041	0	54	2.7%
Civil Rights History Project	0	189	0	188	0	220	0	228	0	6	2.7%
Total, ALLS	77	\$ 13,324	65	\$ 11,329	77	\$ 12,882	77	\$ 13,213	0	\$ 331	2.6%
Acquisitions and Bibliographic Access (ABA)											
Total, Acq & Bib Acc	463	\$ 65,394	446	\$ 65,142	463	\$ 64,287	463	\$ 66,676	0	\$ 2,389	3.7%
Purchase of Library Materials	0	13,751	0	17,425	0	14,057	0	14,566	0	499	2.2%
Total, ABA	463	\$ 79,145	446	\$ 82,567	463	\$ 78,344	463	\$ 81,232	0	\$ 2,888	3.7%
Collections and Services (CS)											
Collections & Services	486	\$ 59,130	482	\$ 58,994	486	\$ 59,163	486	\$ 61,254	0	\$ 2,091	3.5%
Packard Campus	112	15,972	108	14,815	112	16,882	112	17,383	0	481	2.8%
Total, Collections & Services	598	\$ 75,102	590	\$ 73,809	598	\$ 76,045	598	\$ 78,617	0	\$ 2,572	3.4%
Partnerships and Outreach Programs (POP)											
Partnerships & Outreach Prgrms	53	\$ 6,472	51	\$ 6,454	53	\$ 6,775	53	\$ 6,971	0	\$ 196	2.9%
Cat Dist Service	21	5,988	18	3,619	21	6,000	21	6,000	0	0	0.0%
Total, Part & Outreach Prgrm	74	\$ 12,460	69	\$ 10,073	74	\$ 12,775	74	\$ 12,971	0	\$ 196	1.5%
Preservation (PRES)											
Preservation	99	\$ 13,427	94	\$ 14,114	99	\$ 14,004	99	\$ 17,065	0	\$ 3,061	21.9%
Mass Deacid Prgrm	0	4,800	0	6,098	0	7,451	0	4,891	0	-2,560	-34.4%
Total, Preservation	99	\$ 18,227	94	\$ 20,212	99	\$ 21,455	99	\$ 21,956	0	\$ 501	2.3%
Technology Policy (TECH)											
Technology Policy	46	\$ 7,427	38	\$ 7,241	46	\$ 7,964	46	\$ 8,308	0	\$ 344	4.3%
Total, Library Services (LS)											
Total, Library Services	1,387	\$ 205,685	1,302	\$ 206,231	1,357	\$ 209,465	1,357	\$ 216,297	0	\$ 6,832	3.3%

Library Services
Summary By Object Class
(Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$112,115	\$111,569	\$112,528	+ \$500	\$116,446	+ \$3,920	3.5%
11.3 Other than full-time permanent	2,961	2,954	2,968	0	3,051	+ 83	2.8%
11.5 Other personnel compensation	570	774	915	0	950	+ 35	3.8%
11.8 Special personal services payment	15	0	0	0	0	0	0.0%
12.1 Civilian personnel benefits	32,912	32,626	33,002	+ 150	34,260	+ 1,258	3.8%
13.0 Benefits for former personnel	0	82	0	0	0	0	0.0%
Total, Pay	\$148,673	\$148,005	\$149,411	+ \$650	\$164,707	+ \$5,296	3.5%
21.0 Travel & transportation of persons	628	568	733	0	771	+ 38	5.2%
22.0 Transportation of things	306	268	416	0	430	+ 14	3.4%
23.1 Rental payments to GSA	72	72	78	0	90	+ 12	15.4%
23.2 Rental payments to others	284	259	329	0	362	+ 33	10.0%
23.3 Communication, utilities & misc charges	869	726	784	0	811	+ 27	3.4%
24.0 Printing & reproduction	1,841	2,137	1,527	0	1,559	+ 32	2.1%
25.1 Advisory & assistance services	8,013	8,385	10,985	650	10,513	472	-4.3%
25.2 Other services	11,096	10,538	11,532	0	11,736	+ 204	1.8%
25.3 Other purch of gds & services from gov acc	6,813	6,201	6,547	0	6,739	+ 192	2.9%
25.4 Operation & maintenance of facilities	7	20	9	0	10	+ 1	11.1%
25.7 Operation & maintenance of equipment	2,887	2,140	2,685	0	2,918	+ 233	8.7%
25.8 Subsistence & support of persons	13	6	9	0	9	0	0.0%
26.0 Supplies & materials	1,844	1,730	2,335	0	2,397	+ 62	2.7%
31.0 Equipment	20,776	23,287	21,241	0	21,918	+ 677	3.2%
41.0 Grants, subsidies & contributions	671	671	645	0	1,117	+ 472	73.2%
44.0 Refunds	1,346	0	50	0	50	0	0.0%
94.0 Financial transfers	47	218	149	0	160	+ 11	7.4%
Total, Non-Pay	\$ 67,112	\$ 67,226	\$ 60,064	- \$650	\$ 61,590	+ \$1,536	2.6%
Total, Library Services	\$205,685	\$205,231	\$209,465	\$ 0	\$216,297	+ \$6,832	3.3%

Library Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	1,357	\$209,465
Non-recurring Costs:	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		2,004
Annualization of January 2014 pay raise @ 1%		1,470
Within-grade increases		679
Foreign Service Nationals (FSN) pay adjustment		494
Total, Mandatory Pay and Related Costs	0	4,647
Price Level Changes		2,185
Program Increases	0	0
Net Increase/Decrease	0	\$ 8,832
Total Budget	1,357	\$218,297
Total Offsetting Collections	0	- 6,000
Total Appropriation	1,357	\$210,297



Associate Librarian for Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Associate Librarian for Library Services Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 6,109	\$ 6,024	\$ 6,287	\$0	\$ 6,486	+ \$179	2.8%
11.3 Other than full-time permanent	111	137	192	0	197	+ 5	2.6%
11.5 Other personnel compensation	58	63	91	0	94	+ 3	3.3%
12.1 Civilian personnel benefits	1,728	1,726	1,794	0	1,852	+ 58	3.2%
Total, Pay	\$ 8,006	\$ 7,950	\$ 8,364	\$0	\$ 8,609	+ \$245	2.9%
21.0 Travel & transportation of persons	105	92	122	0	124	+ 2	1.6%
22.0 Transportation of things	140	130	136	0	139	+ 3	2.2%
23.3 Communication, utilities & misc charges	311	217	258	0	262	+ 4	1.6%
24.0 Printing & reproduction	297	245	270	0	276	+ 6	2.2%
25.1 Advisory & assistance services	739	628	708	0	722	+ 14	2.0%
25.2 Other services	1,423	613	1,133	0	1,154	+ 21	1.9%
25.3 Other purch of gds & services from gov acc	352	334	258	0	263	+ 5	1.9%
25.7 Operation & maintenance of equipment	17	18	121	0	123	+ 2	1.7%
25.8 Subsistence & support of persons	9	6	9	0	9	0	0.0%
26.0 Supplies & materials	174	89	146	0	149	+ 3	2.1%
31.0 Equipment	1,610	866	1,242	0	1,266	+ 24	1.9%
41.0 Grants, subsidies & contributions	141	141	115	0	117	+ 2	1.7%
Total, Non-Pay	\$ 5,318	\$ 3,379	\$ 4,618	\$0	\$ 4,604	+ \$86	1.9%
Total, Associate Librarian for Library Services	\$13,324	\$11,329	\$12,982	\$0	\$13,213	+ \$331	2.6%

Associate Librarian for Library Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	77	\$12,882
Non-recurring Costs:	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		118
Annualization of January 2014 pay raise @ 1%		87
Within-grade increases		40
Total, Mandatory Pay and Related Costs	0	245
Price Level Changes		86
Program Increases	0	0
Net Increase/Decrease	0	\$ 331
Total Budget	77	\$13,213
Total Offsetting Collections	0	0
Total Appropriation	77	\$13,213

Associate Librarian for Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of **\$13.213 million** for the Office of the Associate Librarian for Library Services in fiscal 2015, an increase of \$0.331 million, or 2.6 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_ALLS	77	\$13,324	65	\$11,329	77	\$12,882	77	\$13,213	0	\$331	2.6%

PROGRAM OVERVIEW

The Office of the Associate Librarian for Library Services (ALLS) plans, coordinates, and leads the activities of five Library Services (LS) directorates: Acquisitions and Bibliographic Access, Collections and Services, Partnerships and Outreach Programs, Preservation, and Technology Policy. Additionally, ALLS is the organizational location of the American Folklife Center (AFC), the Veterans History Project (VHP), and the Civil Rights History Project. Under the leadership of the Associate Librarian, these programs develop, describe, preserve, sustain, and provide access to the Library's universal collection of knowledge and creativity.

ALLS has a framework for LS program management to meet five service unit-specific strategic goals:

- Collect and preserve the record of America's creativity and the world's knowledge.
- Provide the most effective methods of connecting users to the collections.
- Deepen the general understanding of American cultural, intellectual, and social life and of other people and nations.
- Provide leadership and services to the Library and information community.
- Manage for results.

The Associate Librarian manages LS programs by providing cross-unit guidelines, goals, and performance standards and by working with the directors and other LS managers to develop and execute service unit policies. This work includes leading and managing the formulation of the annual budget through an assessment of internal priorities and operational considerations, tracking trends and key indicators, and managing performance planning and management.

ALLS leadership and administrative staff collaborate with

the entire Library to execute its programs and represent LS, as a whole, in interactions with the Library's other service units as well as in the Executive, Operations, and other Library-wide committees. Outside of the Library, the Associate Librarian is a principal representative to both national and international library, information, and related industry groups.

AFC preserves and presents American folklife by building and maintaining a multiformat ethnographic archive documenting traditional expressive culture. VHP oversees a nationwide volunteer effort to build an archive of oral histories from World War I through current conflicts. The VHP collection includes submissions from every state and is the largest oral history project in the United States, currently comprising more than 75 thousand collections. The Civil Rights History Project is a collaborative effort with the Smithsonian Institution to survey, digitize, and make accessible existing oral history collections that have relevance to the Civil Rights Movement (See Appendix A for additional information on these three programs.)

Fiscal 2013 Priority Activities

ALLS continued to focus on its highest priorities, including sustaining and preserving the Library's collections, acquiring and describing new knowledge including digital content, and providing access to items in the collections. ALLS continued its assessment of operations and priorities. Operational changes in fiscal 2013 included the re-establishment of a formal Collection Development Office. The machine readable reference collection was merged into the Computer Catalog Center to enable more effective research and more efficient use of staff to serve these areas. ALLS also began integrating the local history and genealogy reading room into the Center of Knowledge in the Main Reading Room.

Fiscal 2014 Priority Activities

ALLS' highest priority will continue to be to sustain, preserve, acquire, describe, and provide access to the collections. ALLS will develop a plan for ensuring that the collections workforce possesses the skills needed to address 21st century requirements. The Knowledge Navigators program will be expanded to include more short-term internships and staff exchanges. ALLS will continue to work with other service units to maximize the use of technology in the acquisition, access, and preservation of research materials. ALLS will initiate a number of collaborations with domestic and international entities to expand our knowledge base, collection management, and scope and exploitation of technological opportunities. ALLS will work closely with other Library service units to develop mutually beneficial workflows to ingest, document, and provide access to digital materials and will help to develop priorities for effective web access to the Library's collections.

Fiscal 2015 Priority Activities

ALLS will remain focused on collecting and preserving the record of America's creativity and the world's knowledge regardless of format, providing the most effective methods of connecting users to the collections and providing leadership and services to the library and information communities. ALLS will work to ensure that the LS workforce has the necessary skills and agility to adapt to a changing work environment and serve increasingly diverse and remote researcher communities. ALLS will play a key coordination role in the information-based standards, policies, and collection development activities of federal government libraries, information centers, and research-oriented entities. ALLS will work closely with other LC service units to ensure that physical space usage maximizes staff productivity, collection security and access, and the use and enjoyment of the Library's public spaces.



Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Acquisitions and Bibliographic Access Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$43,253	\$42,876	\$42,456	\$0	\$43,909	+ \$1,451	3.4%
11.3 Other than full-time permanent	692	622	444	0	457	+ 13	2.9%
11.5 Other personnel compensation	265	385	476	0	500	+ 24	5.0%
12.1 Civilian personnel benefits	12,246	12,094	11,788	0	12,246	+ 458	3.9%
13.0 Benefits for former personnel	0	82	0	0	0	0	0.0%
Total, Pay	\$56,456	\$56,061	\$55,166	\$0	\$57,112	+ \$1,946	3.5%
21.0 Travel & transportation of persons	329	326	456	0	489	+ 33	7.2%
22.0 Transportation of things	117	109	229	0	239	+ 10	4.4%
23.1 Rental payments to GSA	72	72	78	0	90	+ 12	15.4%
23.2 Rental payments to others	280	295	329	0	362	+ 33	10.0%
23.3 Communication, utilities & misc charges	357	356	375	0	395	+ 20	5.3%
24.0 Printing & reproduction	49	42	67	0	71	+ 4	6.0%
25.1 Advisory & assistance services	31	20	178	0	182	+ 4	2.2%
25.2 Other services	2,015	2,039	1,326	0	1,365	+ 39	2.9%
25.3 Other purch of gds & services from gov acc	5,188	5,173	4,939	0	5,123	+ 184	3.7%
25.4 Operation & maintenance of facilities	7	20	9	0	10	+ 1	11.1%
25.7 Operation & maintenance of equipment	56	41	52	0	57	+ 5	9.6%
26.0 Supplies & materials	248	243	296	0	320	+ 24	8.1%
31.0 Equipment	13,893	17,592	14,695	0	15,257	+ 562	3.6%
94.0 Financial transfers	47	218	149	0	160	+ 11	7.4%
Total, Non-Pay	\$22,689	\$26,506	\$23,176	\$0	\$24,120	+ \$ 942	4.1%
Total, Acquisitions & Bibliographic Access	\$79,145	\$82,567	\$78,344	\$0	\$81,232	+ \$2,888	3.7%

Acquisition and Bibliographic Access
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	463	\$78,344
Non-recurring Costs:	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		701
Annualization of January 2014 pay raise @ 1%		514
Within-grade increases		237
Foreign Service Nationals (FSN) pay adjustment		494
Total, Mandatory Pay and Related Costs	0	1,946
Price Level Changes		942
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,888
Total Budget	463	\$81,232
Total Offsetting Collections	0	0
Total Appropriation	463	\$81,232

Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of **\$81.232 million** for Acquisitions and Bibliographic Access in fiscal 2015, an increase of \$2.888 million, or 3.7 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014		Fiscal 2015		Fiscal 2014/2015		Percent Change
	Spending Plan		Actual Obligations		Execution Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
LS_ABA	463	\$79,145	446	\$82,567	463	\$78,344	463	\$81,232	0	\$2,888	3.7%

PROGRAM OVERVIEW

The Acquisitions and Bibliographic Access (ABA) Directorate acquires digital and physical materials for the Library's collections and makes them accessible to the Congress, on-site researchers, and Library web site users. ABA provides leadership, policy, standards, and training nationally and internationally. ABA also mitigates risks to the Library's collections through inventory and physical security controls. ABA administers the Books for the General Collections (GENPAC) funding, which supports the acquisition of book and serial publications, online content, special format, and domestic and foreign materials of legislative and research value. With the Law Library, ABA manages a separate fund for the purchase of law collections materials.

ABA's direct services to publishers and libraries include distributing surplus books to nonprofit institutions nationwide, leading the 839-member Program for Cooperative Cataloging (PCC), acquiring library materials from developing countries for U.S. libraries on a cost recovery basis, and managing the Cataloging in Publication (CIP) and Dewey Decimal Classification programs. ABA administers the Library's six overseas offices – located in Brazil, Egypt, India, Indonesia, Kenya, and Pakistan – that acquire, catalog, and preserve collections from developing countries. Additionally, ABA provides courseware and training for Library Services divisions.

Fiscal 2013 Priority Activities

ABA continued to give priority to cross-training staff for increased efficiency and output in acquisitions and bibliographic access duties. Staff moved to temporary spaces as part of the Architect of the Capitol's ongoing assistance in reconfiguring ABA work areas for improved workflows and increased production. ABA completed

training of its staff in applying the new instructions for bibliographic description – *RDA, Resource Description & Access*. ABA worked with six national and international organizations to co-lead the initial phase of developing a new bibliographic framework to replace the MARC standard for capturing online bibliographic data, the standard that the Library created more than 40 years ago and that is used by libraries worldwide. ABA sustained its bibliographic access production levels (301,722 items cataloged) and fully executed the GENPAC and Books Law funding. ABA worked with the new Collection Development Officer to re-establish a Collection Development Office, to help ensure the judicious growth of the Library's collections in a reduced budget environment. ABA continued revamping the CIP program, executing its plan to include e-books in the program, with 109 publishers participating. ABA sustained the number of partner libraries that supply bibliographic records needed by the Library at 18 and increased PCC membership by 33. ABA and its overseas offices executed the second year of a contract with the Council for American Overseas Research Centers to establish an alternative and less costly approach to collecting materials in West Africa, acquiring 1,937 titles; continued the first phase of a major effort to replace an obsolete automated system for managing the acquisitions work of the overseas offices on behalf of the Library and the cooperative acquisitions participants; and sharpened the technical skills of all of the offices in acquiring digital content and web resources from underdeveloped areas of the world that are important to the Congress.

Fiscal 2014 Priority Activities

ABA will use the results of the skills survey that it conducted in fiscal 2013 to redeploy staff to areas of need associated with attrition and a shortage of funding to fill vacated positions. ABA will fully execute the GENPAC

and Books Law funding and catalog approximately 250 thousand collection items. The overseas offices will explore expanding its alternative approach to collecting materials in West Africa to include collecting for participants in the Cooperative Acquisitions Program. The overseas offices will finish testing implementation in the India Office of the replacement system for managing the offices' acquisitions work. Depending on the availability of funds, ABA will implement the system in two more offices. ABA will continue to collaborate on the new bibliographic framework initiative to replace the MARC standard for capturing online bibliographic data. Staff will offer application tools to engage external groups in the development process. ABA will continue to support the efforts of the Collection Development Office, including offering comprehensive training for staff involved in collection development activity for the first time in more than 20 years.

Fiscal 2015 Priority Activities

Reduced funding levels dictate that ABA continue to exercise very careful stewardship of all funds, to ensure continued acquisition of materials from all parts of the

world for the Library's collections and for use by the Congress, collaborating with the Collection Development Office in this work. ABA will continue its focus on the exchange aspect of building the Library's collections. Materials acquired through exchange will include both print and the increasingly freely available online content, along with new and emerging forms of digital content that will be critical to sustaining the Library's universal collections. ABA will continue its efforts to expand the supply of bibliographic data available through the revitalized CIP program and through outreach to vendors and content creators. ABA will enable this outreach through its continued efforts to lead the initiative to replace the MARC standard with a new bibliographic framework that can interface more readily with web-produced content and data. With the installation of the new automated system in the overseas offices and resulting efficiencies, the offices will be positioned to sustain the volume of materials they forward to the Library and cooperative partners, fully cataloged and ready for immediate use.



Collections and Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Collections and Services Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$45,939	\$45,863	\$46,122	\$0	\$47,431	+ \$1,309	2.8%
11.3 Other than full-time permanent	1,606	1,646	1,688	0	1,736	+ 48	2.8%
11.5 Other personnel compensation	158	242	254	0	261	+ 7	2.8%
12.1 Civilian personnel benefits	13,961	13,849	14,191	0	14,624	+ 433	3.1%
Total, Pay	\$61,664	\$61,600	\$62,255	\$0	\$64,062	+ \$1,797	2.9%
21.0 Travel & transportation of persons	114	103	111	0	113	+ 2	1.8%
22.0 Transportation of things	8	2	10	0	10	0	0.0%
23.2 Rental payments to others	5	4	0	0	0	0	0.0%
23.3 Communication, utilities & misc charges	52	48	52	0	53	+ 1	1.9%
24.0 Printing & reproduction	67	46	54	0	55	+ 1	1.9%
25.1 Advisory & assistance services	1,085	838	1,164	0	1,186	+ 22	1.9%
25.2 Other services	6,821	7,096	7,380	0	7,500	+ 140	1.9%
25.3 Other purch of gds & services from gov acc	44	31	40	0	41	+ 1	2.5%
25.7 Operation & maintenance of equipment	1,243	654	1,246	0	1,323	+ 77	6.2%
25.8 Subsistence & support of persons	4	0	0	0	0	0	0.0%
26.0 Supplies & materials	820	828	1,324	0	1,349	+ 25	1.9%
31.0 Equipment	2,645	1,829	1,899	0	1,935	+ 36	1.9%
41.0 Grants, subsidies & contributions	530	530	530	0	1,000	+ 470	88.7%
Total, Non-Pay	\$13,438	\$12,209	\$13,790	\$0	\$14,565	+ \$ 775	5.8%
Total, Collections and Services	\$75,102	\$73,809	\$76,045	\$0	\$78,617	+ \$2,572	3.4%

Collections and Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	598	\$76,045
Non-recurring Costs:	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		867
Annualization of January 2014 pay raise @ 1%		636
Within-grade increases		294
Total, Mandatory Pay and Related Costs	0	1,797
Price Level Changes		775
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,572
Total Budget	598	\$76,817
Total Offsetting Collections	0	0
Total Appropriation	598	\$76,817

Collections and Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$78.617 million for Collections and Services in fiscal 2015, an increase of \$2.572 million, or 3.4 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014		Fiscal 2015		Fiscal 2014/2015		Percent Change
	Spending Plan		Actual Obligations		Execution Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
LS_CS	598	\$75,102	590	\$73,809	598	\$76,045	598	\$78,617	0	\$2,572	3.4%

PROGRAM OVERVIEW

Major activities of the Collections and Services (CS) Directorate include developing the Library's collections in almost all languages, subjects, and formats; organizing and managing the secure storage of the collections; serving requested items to patrons; and providing on- and off-site reference/information services through specialist librarians staffing Library of Congress reading rooms and research centers on Capitol Hill as well as via the Internet, through email, or the *Ask-a-Librarian* program. CS staff also coordinate collections-based digitization projects to increase public access to high-research value Library materials. CS divisions play a critical role in collections inventory control as well as collections safety. As part of the Library's ongoing space management program, CS transfers general and special collections from the Library's overcrowded Capitol Hill facilities to alternative off-site storage facilities, including the Landover Center Annex and the high-density, state-of-the-art preservation storage modules at Ft. Meade.

The Library's Packard Campus National Audio-Visual Conservation Center, referred to as the Packard Campus and located in Culpeper, Virginia, consolidates, develops, preserves, and provides broad public access to a comprehensive collection of the world's audio-visual heritage of moving images and recorded sound. This state-of-the-art facility with its new systems for born-digital collections acquisition, preservation, reformatting, and playback-on-demand access, significantly increases the number of Library audio-visual collections digitized for preservation, public service, and access.

Fiscal 2013 Priority Activities

CS staff completed the physical transfer of designated

special collections to Modules 3 and 4 at Ft. Meade and completed the transfer of 480 thousand items to the Landover Center Annex. Staff also managed the growing collections housed on Capitol Hill and at off-site storage facilities, and continued to staff and maintain its reading rooms and research centers, which provide reference services and access to collections and services both on-site and via the Internet. Additionally, CS staff participated on committees to plan the integration of general collections reading rooms into the Main Reading Room, starting with the Microform and Machine Readable Collections Reading Room. CS staff continued to identify and address critical areas of knowledge and creativity not included in the mandatory copyright deposit program, including the addition of items to the multilingual area studies holdings. CS staff continued to work with the Library's Collection Development Officer to assist in building the Library's digital collections by converting select works to digital form, identifying and acquiring electronic resources from external sources, and receiving electronic-only serials through mandatory copyright deposit. CS staff organized a wide variety of on-site public lectures, symposia, concerts, and other programs and provided remote users with online workshops and webinars to facilitate and increase electronic research on the Library's web site.

The Packard Campus increased the quantity of audio-visual materials digitized for preservation and access by 32%. The tenth of eleven planned audio preservation rooms was built this year, and design for the final room was initiated. The Capitol Hill Video Transmission Systems were installed, and testing began on the fiber optic connections between Capitol Hill and the Packard Campus.

Fiscal 2014 Priority Activities

CS will continue to process, inventory, transport, and manage general and special collection materials on the Capitol Hill campus as well as at various off-site storage facilities, including the National Archives and Records Administration center at Valmeyer, Illinois. CS will work with other Library staff and the Architect of the Capitol to plan for Ft. Meade Module 5, beginning with the identification of materials for transfer, and complete the transfer of the remaining collection items to the Landover Annex during fiscal 2014. While continuing to staff and maintain Library reading rooms and research centers, CS staff will continue to re-align resources to ensure the most efficient and cost-effective reference and research services, as well as access to collections and services both on-site and via the Internet. CS also will continue to identify and address critical areas of knowledge and creativity not included in the mandatory copyright deposit program, including the addition of items to the multilingual area studies holdings. CS staff will actively assist in the building of the Library's digital collections by converting select works, identifying and acquiring electronic resources from external sources, receiving electronic-only serials through mandatory deposit, and identifying other electronic-only works (i.e., e-books).

With limitations caused by budget reductions, the Packard Campus will concentrate on maintaining current digital preservation production capacity with incremental additions. The audio preservation laboratory will add functionality to existing audio rooms, such as, improving tools for capturing data about recordings being preserved. The audio and video labs will also continue to refresh current digital capture systems, begin to upgrade the older systems in use in the labs and in the Packard Campus theater, and continue the acquisition of High Definition archival encoders for preservation. Due to limited funding, the Congressional Video Recording system rollout will be on hold except for system testing. The Packard Campus will continue testing the system designed to safely capture and secure audio and video content that is received in digital form; continue the collaborative eDeposit pilot projects with the Copyright Office; and begin tests in the Live Capture system designed to record digital TV and radio broadcasts. The first major collection which will be acquired in digital form will be the American Archive of Public Broadcasting Project launched in November 2013. In addition, the Packard Campus will continue the development of digital film preservation capabilities with equipment already acquired; enhance and add cataloging and processing capabilities throughout the production systems; and continue development of the Packard Campus Workflow

Application software. The Packard Campus also will complete the primary portion of the Capitol Hill Video Transmission system equipment installation, followed by the beginning of test transmissions of video between the James Madison Memorial Building on Capitol Hill and the Packard Campus. Once fully developed, this effort will enable the transmission of various video sources to the Packard Campus for capture and preservation, including those from the House and Senate recording studios.

Fiscal 2015 Priority Activities

CS will continue to process, inventory, and manage general and special collection materials. CS will continue to work with other Library staff and the Architect of the Capitol to plan for Ft. Meade Module 5, identifying materials for transfer. CS staff will continue to re-align resources to ensure the most efficient and cost-effective reference and research services, as well as access to collections, both on-site and via the Internet. CS staff will continue to centralize the previously separate general collections reading rooms and their staffs into the Main Reading Room and consider options for maximizing the effectiveness of area studies programs. CS staff will implement plans to integrate general collections reading rooms into the Main Reading Room, including the Science and Business reading rooms. CS also will continue to identify and address critical areas of knowledge and creativity not included in the mandatory copyright deposit program, including the addition of items to the multilingual area studies holdings. CS staff will actively assist in the building of the Library's digital collections by converting select works, identifying and acquiring electronic resources from external sources, receiving electronic-only serials through mandatory deposit, and identifying other electronic-only works. They also will organize on-site public lectures, symposia, concerts, and other programs and will provide remote users with online workshops and webinars to facilitate electronic research on the Library's web site. Staff will be exposed to emerging research themes and methodologies to integrate these into best practices for research and reference services.

The Packard Campus will add capacity to the state-of-the-art systems needed to support the safe acquisition, secure storage, and accurate retrieval of what will eventually be hundreds of thousands of digital audio and video files produced annually. The increased capacity of these systems will enable the expansion of crucial eDeposit projects from the initial testing phase to full pilot project levels, including the collaborative pilot project with the Copyright Office to acquire television program deposits

digitally. It will also enable the Packard Campus to begin the American Archive of Public Broadcasting Project, the Library's first major project to acquire and preserve external digital audiovisual content. The systems for capturing and archiving digital radio, television, and internet content will undergo expanded testing. The Film Preservation Laboratory will begin building the capacity to digitally preserve motion pictures to archival standards, a critical necessity in light of the potential

cessation of the industrial manufacturing of film stock. Both the Congressional Video Recording system and the Capitol Hill Video Transmission system will continue to be tested. The replacement of old equipment that has reached end-of-life status in the audio and video preservation labs will continue as much as the current funding level permits, with some enhancements being made to current preservation systems to meet new technical requirements.



Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Partnerships and Outreach Programs Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Reallignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 5,828	\$ 5,849	\$ 6,263	\$0	\$ 6,406	+ \$143	2.3%
11.3 Other than full-time permanent	38	51	111	0	113	+ 2	1.8%
11.5 Other personnel compensation	46	51	55	0	56	+ 1	1.8%
12.1 Civilian personnel benefits	1,657	1,666	1,787	0	1,834	+ 47	2.6%
Total, Pay	\$ 7,569	\$ 7,617	\$ 8,216	\$0	\$ 8,409	+ \$193	2.3%
21.0 Travel & transportation of persons	27	13	20	0	20	0	0.0%
22.0 Transportation of things	41	27	42	0	42	0	0.0%
23.3 Communication, utilities & misc charges	39	6	7	0	7	0	0.0%
24.0 Printing & reproduction	219	130	33	0	33	0	0.0%
25.1 Advisory & assistance services	763	226	1,047	0	1,048	+ 1	0.1%
25.2 Other services	681	643	1,560	0	1,560	0	0.0%
25.3 Other purch of gds & services from gov acc	976	591	1,257	0	1,258	+ 1	0.1%
25.7 Operation & maintenance of equipment	31	7	25	0	25	0	0.0%
26.0 Supplies & materials	53	35	61	0	62	+ 1	1.6%
31.0 Equipment	715	778	457	0	457	0	0.0%
44.0 Refunds	1,346	0	50	0	50	0	0.0%
Total, Non-Pay	\$ 4,891	\$ 2,466	\$ 4,669	\$0	\$ 4,862	+ \$ 3	0.1%
Total, Partnerships & Outreach Programs	\$12,460	\$10,073	\$12,775	\$0	\$12,971	+ \$196	1.5%

Partnerships and Outreach Programs
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	74	\$12,775
Non-recurring Costs:	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		93
Annualization of January 2014 pay raise @ 1%		88
Within-grade increases		32
Total, Mandatory Pay and Related Costs	0	193
Price Level Changes		3
Program Increases	0	0
Net Increase/Decrease	0	\$ 196
Total Budget	74	\$12,971
Total Offsetting Collections	0	- 6,000
Total Appropriation	74	\$ 6,971

Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$12.971 million for Partnerships and Outreach Programs in fiscal 2015, an increase of \$0.196 million, or 1.5 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
LS_POP	74	\$12,460	69	\$10,073	74	\$12,775	74	\$12,971	0	\$196	1.5%

PROGRAM OVERVIEW

The Partnerships and Outreach Programs Directorate increases the visibility and usefulness of the Library's resources. This is accomplished through programs and services targeted to the needs of the Library's public constituencies.

Library visitors learn about the Library's work and collections through exhibitions, publications, building tours, retail services, and public programs that present its rich resources in engaging ways. For the scholarly community, on-site fellowships funded by gift and trust funds enable scholars from around the world to conduct research in the Library's renowned John W. Kluge Center.

Service to the library and information services community takes the form of education, training, and procurement services for federal librarians; reading and literacy promotion programs for the American public; and the distribution of cataloging records and related resources for libraries and information service providers.

Fiscal 2013 Priority Activities

Interpretive exhibitions, publications, tours, and programs showcased the Library's collections and provided visitors with opportunities to learn about the breadth of the Library's collections and services.

New exhibitions that opened in the Thomas Jefferson Building included *Words Like Sapphires: 100 Years of Hebraica at the Library of Congress*; *The Civil War in America*; *The Gibson Girl's America: Drawings by Charles Dana Gibson*; and *A Day Like No Other: Commemorating the 50th Anniversary of the March on Washington*. Preparations were completed for launching the 1784 Abell Buell Map and interactive display in November 2013. New exhibitions that opened in the James Madison Memorial Building Performing Arts Reading

Room were *Danny Kaye and Sylvia Fine: Two Kids from Brooklyn*, and *A Night at the Opera*.

Major publications released during the fiscal year included *Mary Pickford: Queen of the Movies*; *The Southern Journey of Alan Lomax: Words, Photographs, and Music*; *A Renaissance Globemaker's Toolbox: Johannes Schöner and the Revolution of Modern Science, 1475-1550*; and *The Starry Messenger, Venice 1610: 'From Doubt to Astonishment.'* Two publications, *Football Nation: Four Hundred Years of America's Game* and *Great Photographs from the Library of Congress*, were near completion.

The Visitor Services Office welcomed a steady flow of visitors to the Library. More than one million visitors entered the Thomas Jefferson Building main visitor entrances. The number of visitors to the Great Hall averaged more than 3,600 each day. Staff trained volunteer docents to provide visitors with an inspiring experience by conducting guided tours of the Thomas Jefferson Building. Docents led more than 7,900 public and reserved tours for approximately 177,500 visitors. K-12 students comprised approximately 700 tour groups.

The Library promoted books, reading, and literacy through a number of new and ongoing programs throughout the year. A notable new initiative was the Library of Congress Literacy Awards, a new program originated and supported by philanthropist David M. Rubenstein to recognize and reward exemplary, innovative, and sustained work by organizations to alleviate the problems of illiteracy and aliteracy in the United States and worldwide. Other popular programs continued, including the National Book Festival, an annual two-day event attracting approximately 200,000 visitors; the Letters about Literature contest sponsored by the Center for the Book, with tens of thousands of students from around the country participating; the Young Readers Center, a space for young people located

in the Thomas Jefferson Building; and a number of poetry readings. The Library's Poet Laureate Consultant in Poetry, Natasha Trethewey, promoted poetry events at the Library and around the country.

The Office of Scholarly Programs and the John W. Kluge Center continued to make the Library a premier destination for distinguished scholarship on topics of national, political, societal, and cultural significance. The Kluge Center had 128 scholars and researchers in residence. This number included chair holders, distinguished visiting scholars, fellows, resident faculty of a research seminar, and interns.

The Office of Business Enterprises, began the implementation of a strategic roadmap for the future distribution of the Library's cataloging and bibliographic data. A transition away from printed cataloging publications in favor of online only distribution through web-based products and downloadable PDF files was initiated.

The Federal Library and Information Network (FEDLINK), operating under revolving fund authority, continued its work as the lead agent for strategic sourcing of information resources procurement for federal agencies. Through contracts with approximately 150 companies, FEDLINK provided federal agencies with cost-effective access to electronic journals and databases, books, and digitization, preservation, and other library support services.

Fiscal 2014 Priority Activities

Interpretive exhibitions, publications, tours, and programs will continue to showcase the Library's collections and provide visitors with an opportunity to learn about the breadth of the Library's collections and services.

New exhibitions scheduled to open in the Thomas Jefferson Building include *Mapping a New Nation: Abel Buell's Map of the United States, 1784*; *Celebrating the 50th Anniversary of the Civil Rights Act of 1964*; and *A Thousand Years of the Persian Book*. New exhibitions planned for the James Madison Memorial Building Performing Arts Reading Room include *ASCAP: One Hundred Years and Beyond*, and *The American Ballet Theater*.

A new, agile display case program will increase the Library's ability to securely display objects from the Library's collections at different locations throughout the Library in connection with special events, commemorations, public programs, and publications.

The Library will continue its programs that serve the American public by promoting the importance of books, reading, and literacy. These programs include the Library of Congress Literacy Awards, the National Book Festival, the Young Readers Center, the Letters about Literature contest, and the National Ambassador for Young People's Literature. The second-term Poet Laureate Consultant in Poetry, Natasha Trethewey, will promote poetry events at the Library and around the country.

The Office of Scholarly Programs will continue to execute fellowship competitions, some in collaboration with partners, and oversee the process of inviting scholars to the prestigious John W. Kluge Center to conduct in-depth research at the Library. A new Kluge Fellowship in Digital Studies will be the cornerstone of a concerted focus on the impact of the digital revolution on the individual and on society, in general.

The Library will offer expanded information services to the entire federal government through the FEDLINK program and its strategic sourcing initiative.

Fiscal 2015 Priority Activities

The Library will continue to provide its visitors with an experience that collectively enhances their understanding and appreciation of the Library, its collections, and its services. Interpretive exhibitions, publications, tours, and programs will continue to showcase the Library's collections and provide visitors with an opportunity to learn about the breadth of the Library's collections and work.

The Library will continue its programs that serve the American public by promoting the importance of books, reading, and literacy.

The Partnerships and Outreach Programs Directorate will continue to review the overall public experience offerings and collaborate with other areas of the Library in determining what should be adjusted in support of the Library's Strategic Plan.



Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Preservation Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 6,534	\$ 6,522	\$ 6,477	+ \$500	\$ 7,175	+ \$698	10.8%
11.3 Other than full-time permanent	447	438	465	0	478	+ 13	2.8%
11.5 Other personnel compensation	26	21	26	0	27	+ 1	3.8%
11.8 Special personal services payment	15	0	0	0	0	0	0.0%
12.1 Civilian personnel benefits	2,124	2,102	2,140	+ 150	2,357	+ 217	0.0%
Total, Pay	\$ 9,146	\$ 9,083	\$ 9,108	+ \$650	\$10,037	+ \$829	10.2%
21.0 Travel & transportation of persons	17	13	13	0	13	0	0.0%
23.3 Communication, utilities & misc charges	3	2	2	0	2	0	0.0%
24.0 Printing & reproduction	1,208	1,675	1,102	0	1,123	+ 21	1.9%
25.1 Advisory & assistance services	4,987	6,268	7,481	650	6,981	520	-7.0%
25.2 Other services	144	137	144	0	147	+ 3	2.1%
25.3 Other purch of gds & services from gov acc	53	71	53	0	54	+ 1	1.9%
25.7 Operation & maintenance of equipment	343	308	275	0	280	+ 5	1.8%
26.0 Supplies & materials	523	519	485	0	494	+ 9	1.9%
31.0 Equipment	1,803	2,136	2,792	0	2,845	+ 53	1.9%
Total, Non-Pay	\$ 9,081	\$11,129	\$12,347	- \$650	\$11,919	\$428	-3.5%
Total, Preservation	\$18,227	\$20,212	\$21,455	\$0	\$21,956	+ \$501	2.3%

**Perservation
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	99	\$21,455
Non-recurring Costs:	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		135
Annualization of January 2014 pay raise @ 1%		99
Within-grade increases		45
Total, Mandatory Pay and Related Costs	0	279
Price Level Changes		222
Program Increases	0	0
Net Increase/Decrease	0	\$ 501
Total Budget	99	\$21,956
Total Offsetting Collections	0	0
Total Appropriation	99	\$21,956

Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$21.956 million for the Preservation Directorate in fiscal 2015, an increase of \$0.501 million, or 2.3 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$0.650 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014		Fiscal 2015		Fiscal 2014/2015		Percent Change
	Spending Plan		Actual Obligations		Execution Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
LS_PRES	99	\$18,227	94	\$82,567	99	\$21,455	99	\$21,956	0	\$501	2.3%

PROGRAM OVERVIEW

The Preservation (PRES) Directorate ensures long-term access to the intellectual content of the Library's collections in original or reformatted form. PRES accomplishes this directly by conserving, binding and repairing, reformatting, and testing collections, and educating staff and users. PRES indirectly accomplishes this by coordinating and overseeing all Library-wide activities related to the preservation and physical protection of analog Library materials.

Preservation of the Library's collections is accomplished through item-level treatment of rare, at-risk special collection photographs, prints, books, audio-visual, and other collection items. It also is accomplished through preventive conservation involving housing and stabilization of collections on Capitol Hill, at the Library's Packard Campus, and at Ft. Meade. Programs that extend the lives of collection items include environmental monitoring and control, emergency preparedness and response, needs assessments, collection surveys, supply and lab management duties, and care and handling training, which involves training specialists to become in-house and off-site emergency response team members. PRES staff also repair, folder, and otherwise rehouse general and reference collections materials; prepare newly acquired collections for commercial binding and shelving; support microform, paper facsimile, and digital reformatting programs; and administer the Mass Deacidification Program to treat books and sheets of paper. PRES scientists oversee testing and quality assurance programs; conduct forensic analysis to identify materials and reduce risks; and develop standards and specifications to increase the longevity and usability of the Library's traditional, audio-visual, and digital collections.

Fiscal 2013 Priority Activities

Staff addressed preservation needs of the Library's collections by treating more than 5.6 million books, serials, prints, photographs, and other high value, high use and/or at-risk items, made accessible through binding, conservation, mass deacidification, and reformatting. Preservation staff housed more than 73 thousand manuscripts, maps, photographs, and other items; labeled more than 29 thousand items; and surveyed or assessed more than 1.3 million items. Other measurable actions included 12,526 research activities, 974 analyses, and 7,340 quality assurance activities. An additional 2.4 million collection units were preserved through the actions of the Motion Picture Broadcast and Recorded Sound Division's reformatting program and the New Delhi Field Office's preservation microfilm program. The Library completed 8.2 million preservation actions by the close of the fiscal year.

The Preservation Research and Testing Division (PRTD) continued to work on one of the Library's Strategic Plan 2011-2016 Annual Objectives, by confirming and finalizing an organizational framework for coordinating its conservation research with partners and other research facilities. The requirements for establishing an effective organizational framework were completed. The pathway needed to establish the framework was completed through a standardized approach to research, integrating the framework with the Center for Library Analytical Scientific Samples – Digital (CLASS-D) database.

PRES also continued to collaborate with the Office of Strategic Initiatives (OSI) in the Digital Preservation Working Group to develop preservation guidelines that reflect the latest research findings and industry trends and practices and are intended to help organizations make decisions that will mitigate risk to digital materials. Working directly with four different custodial divisions,

the Digital Preservation Working Group finalized two path-forward documents: "Essential Steps for Digital Preservation at the Library of Congress," and "Levels of Preservation." Senior Library managers reviewed these two documents and accepted them as final deliverables.

In addition to actively improving the condition of the collections, PRES staff continued to prepare for collections emergencies. Staff responded to 27 emergencies in 31 locations, some of which required the stabilization and treatment of collection items. Five of these incidents involved Library collections that resulted in the stabilization treatment of 4,728 items.

PRES continued its international leadership role in cultural heritage preservation through presentations for the International Federation of Library Association's Preservation and Conservation (IFLA PAC), FEDLINK, American Library Association (ALA), American Institute for Conservation (AIC) and other professional organizations, and through participation at Preservation Week and in the Topics in Preservation Series (TOPS). Presentations were as diverse as research on the Federal Theatre Project: *Uncovering Changes in Play-scripts of Popular Performances*; multi-spectral imaging of the St. Catherine's Monastery collections: *Spectral Imaging at the Library of St. Catherine's Monastery Reveals Ancient Texts*; and a presentation on *Advances in Raman Spectroscopy*. The lectures were open to the public, and most are available as webcasts.

PRES staff continued to work with the Packard Campus and the Lawrence Berkeley National Laboratory (LBNL) on further developing the imaging technology that provides non-invasive preservation and access to endangered recorded sound collections. PRES staff continued to refine the system software with new algorithms for analyzing 3D data from disc recordings and investigating new interface tools for virtual corrections to damaged media sets. PRES and LBNL staff collaborated with the National Archives and Records Administration in extracting data from dicta-belts and a variety of other sound media.

PRES staff undertook a survey of parts of the 13 million item General, Law, and Music bound volume collections to determine the quantity of material eligible for mass deacidification treatment. The survey also collected data on items that could not be treated due to fragile condition or other factors that minimize the effectiveness of treatment. A study was initiated through the Federal Research Division on the current state of mass deacidification work among Association for Research Libraries member institutions, funding sources available for this treatment, and a market analysis of the vendor community.

Fiscal 2014 Priority Activities

Due to the lower level of funding experienced in fiscal 2013, PRES will be more selective in addressing preservation needs of the Library's collections by treating approximately 4.5 million books, serials, prints, photographs, and other high value, high use, and/or at-risk items, by making them accessible through binding, conservation, mass deacidification, and reformatting. More resources will go into assessing materials prior to treatment. Due to reductions in both staffing and contract resources, the total quantity of items assessed or surveyed, treated, housed, deacidified and reformatted will be about one million fewer than were addressed in fiscal 2013.

PRES will continue to coordinate major conservation and collections care efforts in the Library through assessment and treatment of collections, training custodial staff in safe handling of collections, preparing collection items selected for display or digitization, providing the needed preservation supplies for preservation and custodial divisions, and coordinating responses and subsequent activities to ensure the stabilization and recovery of collection items in the case of emergency events.

The Binding and Collections Care Division will implement further reductions in binding by deferring work on softbound monographs to be stored in fixed location arrangement. Volumes to be stored in the classed collection will continue to be bound. Staff resources will be redirected to supporting the preparation of loose serial issues held by some custodial divisions that have experienced staff and/or contract reductions. Since fiscal 2011, overall funding for this purpose has been reduced by 17 percent, and overall output has declined by 23 percent, primarily due to unit price increases.

Building on the collection survey completed in fiscal 2013, PRES will complete a review of the Library's mass deacidification program and make recommendations on how the program's goal should be modified to reflect the Library's most pressing needs and reduced resources. This effort will most likely result in the need to compete a new multi-year contract at reduced item levels. Fiscal 2014 mass deacidification production will be approximately 220 thousand book equivalent volumes and 900 thousand sheets.

PRTD will continue to collaborate with the University College of London and cultural heritage institutions as part of the Collections Demographics Program and share research results. Data from a second survey of users conducted in fiscal 2013 at the Library will be analyzed. Final publication of research will occur in early fiscal 2014.

PRES will continue its international leadership role in cultural heritage preservation through presentations

for the IFLA PAC, FEDLINK, ALA, AIC, and other professional organizations, and through participation at *Preservation Week* and in the TOPS.

PRES will complete a reorganization of the Preservation Reformatting Division (PRD) designed to improve overall management of the reformatting program and to put in place an organizational structure for future digital workflows. Overall funding of preservation reformatting activity within PRES has decreased from \$3.6 million in fiscal 2010 to a low of approximately \$1.8 million in fiscal 2013, representing a 50 percent decrease in just four years. Average unit costs have risen 9 percent during the fiscal 2010-2013 period. Resulting reformatting production declined from a high in fiscal 2010 of 7.1 million pages to a low in fiscal 2013 of 2.8 million pages, a decrease of 60 percent.

The fiscal 2014 goal for preservation reformatting, including the combined efforts of PRD and the Library's overseas offices, will be approximately 3.8 million pages.

In fiscal 2014, PRD will continue to support the three main programmatic areas of long-term research projects support, analytical service requests, and the quality assurance program, mitigating risk to collections and the stabilization of collection materials.

Fiscal 2015 Priority Activities

PRES will continue to focus available preservation resources on those items that are either most at risk, needed for exhibition or other immediate use, or in need of stabilization or repair prior to digitization. It is likely that resources will not support addressing the needs of more than 4 million books, serials, prints, photographs, or other high value, high use and/or at-risk items. The overall reduction in the number of items addressed will be the direct result of increased unit prices experienced during a flat budget.

Having completed a review of the mass deacidification program in fiscal 2014, PRES will award a new multi-year contract for service that reflects a reduced level of

funding. The quantity and types of items selected for treatment will change to address more unique material from the special collections. Reduced funding will likely disrupt the vendor community and result in higher unit prices paid by all customers, including the Library of Congress.

PRES will continue its international leadership role in cultural heritage preservation by sharing developments with professional organizations, such as ALA, AIC, IFLA, and FEDLINK, as well as through participation in *Preservation Week* and new installments in the TOPS. The Preservation Directorate web site will become the primary off-site means for sharing information.

PRES will have created a preliminary database for storing select metadata associated with the scientific preservation reference samples as part of further developing the Library's Center for Library Analytical Scientific Samples, an initiative that fosters sharing and developing shared standards for scientific reference sample sets. Resource needs will be determined to populate the databases with additional data.

PRES will have developed a limited digital reformatting capability to begin digitization of embrittled public domain monographs that could not be deacidified and are otherwise not available for use. Focus will be on selecting works based on established use patterns from high priority classes. Technical specifications for the conversion of analog serial publications will be defined and vetted with custodial divisions.

PRES will draft a new five-year contract and review proposals for collections emergency response and recovery services. This contingency contract allows the Library to have response and recovery services available when the size and type of emergency event outstrips the Library's ability to respond with internal resources. Past experiences have taught PRES that large scale events can be handled more efficiently using vendor staff and expertise. Continuation of such a contract is critical for the Library's ability to respond to a large-scale emergency affecting the Library's collections.



Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Technology Policy Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$4,451	\$4,433	\$4,919	\$0	\$5,059	+ \$140	2.8%
11.3 Other than full-time permanent	68	60	69	0	71	+ 2	2.9%
11.5 Other personnel compensation	17	13	13	0	13	0	0.0%
12.1 Civilian personnel benefits	1,196	1,188	1,302	0	1,346	+ 44	3.4%
Total, Pay	\$5,732	\$5,694	\$6,303	\$0	\$6,489	+ \$186	3.0%
21.0 Travel & transportation of persons	35	21	12	0	12	0	0.0%
23.3 Communication, utilities & misc charges	107	98	90	0	92	+ 2	2.2%
25.1 Advisory & assistance services	407	406	407	0	415	+ 8	2.0%
25.2 Other services	12	10	9	0	9	0	0.0%
25.7 Operation & maintenance of equipment	997	911	965	0	1,109	+ 144	14.8%
26.0 Supplies & materials	26	15	23	0	24	+ 1	4.3%
31.0 Equipment	111	86	155	0	156	+ 3	1.9%
Total, Non-Pay	\$1,695	\$1,647	\$1,681	\$0	\$1,819	+ \$158	9.5%
Total, Technology Policy	\$7,427	\$7,241	\$7,984	\$0	\$8,308	+ \$344	4.3%

**Technology Policy
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	46	\$7,964
Non-recurring Costs:	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		90
Annualization of January 2014 pay raise @ 1%		66
Within-grade increases		31
Total, Mandatory Pay and Related Costs	0	187
Price Level Changes		157
Program Increases	0	0
Net Increase/Decrease	0	\$ 344
Total Budget	46	\$8,308
Total Offsetting Collections	0	0
Total Appropriation	46	\$8,308

Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$8.308 million for the Technology Policy Directorate in fiscal 2015, an increase of \$0.344 million, or 4.3 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
LS_TECH	46	\$7,427	38	\$7,241	46	\$7,964	46	\$8,308	0	\$344	4.3%

PROGRAM OVERVIEW

The Technology Policy (TECH) Directorate coordinates information technology policy and operations; supports information systems, most notably, the Library's online catalog; and develops and maintains technical standards for library and information communities. TECH works closely with the Library's Office of Strategic Initiatives (OSI) and Information Technology Services (ITS), ensuring the successful management and completion of projects, effective functioning of systems, and full compliance with information technology security measures. The directorate includes three divisions:

Automation and Planning Liaison Office (APLO): Supports LS computer workstation, wiring, and telecommunications needs. It also coordinates the procurement and management of hardware and software assets.

Integrated Library System Program Office (ILSPO): Manages technology development projects and programs, including the support of both new and legacy library systems, software releases, enhancements, and record loads.

Network Development and MARC Standards Office (NDMSO): Is the center for library and information network standards. NDMSO is a national and international leader in the development and maintenance of standards that are the foundation of most library catalogs and digital library applications in major institutions worldwide. The office is responsible for many of the software development, research, and productivity tools used within LS.

Fiscal 2013 Priority Activities

TECH continued to focus on three strategic efforts: opportunities to support bibliographic control and access

through linked data systems; further development of eDeposit and eAcquisition capabilities; and improvement of service to researchers through enhancements to the online catalog and related systems.

TECH completed the review of requirements used to implement the Library's existing Integrated Library System (ILS) in fiscal 1999 and began the "gap analysis" to determine additional requirements. TECH drafted a schedule for gathering requirements, identified stakeholders throughout the Library, and developed a high-level plan. Staff worked with ITS on the project to migrate the ILS to a Linux platform with new hardware. ITS and the vendor built the new test environment in fiscal 2013 using data provided by TECH.

TECH further developed the Library's Linked Data Service by adding classification schedules, including the large K schedule (law), and vocabularies for preservation and bibliographic data. Work also continued with linked data and the Semantic Web, to offer the opportunity to link to data and items throughout the library community worldwide.

TECH continued to provide technical support and leadership for the new Bibliographic Framework Initiative (BIBFRAME), adjusting and refining the data model for BIBFRAME, based on experimenters' experiences and on public discussion. TECH analyzed the communications environment aspects of the model via use cases and experimentation and developed and made available to the public tools to enable testing of the model.

TECH collaborated with OSI to complete development of the system-to-system interface between the publishers and the Library for electronic journals received through copyright deposit. TECH and OSI also began requirements gathering for ingest of e-books from publishers participating in the Cataloging in Publication Program (CIP). TECH began work on a project to

develop software to automate the Request for Acquisition (RFA) process used by recommending officers to create a system to electronically track potential acquisitions from initial request to final disposition and improve the efficiency of the process for approving acquisition requests. The RFA Project Team reviewed all existing workflows and identified the basic approach to the first iteration of the software.

Fiscal 2014 Priority Activities

TECH will continue to provide technical support and leadership to the Bibliographic Framework Initiative (BIBFRAME) by determining which aspects of current metadata encoding standards should be retained and evolved into a format for the future and publishing them as a Resource Description Framework (RDF) vocabulary. TECH will organize a BIBFRAME implementers forum to coordinate and share test implementation experiences, and TECH will publish as open source a BIBFRAME data input tool to assist implementers. TECH also will investigate the BIBFRAME model against those for recorded sound, moving image, and other pockets of special material that use different models and hold expert meetings as needed.

TECH will investigate and test the integration of the Linked Data Service with the Bibliographic Framework Initiative to enable bibliographic data exposure for linked data applications, adding more classification schedules and vocabularies.

TECH and OSI plan to continue their collaboration on the development of tools to ingest and manage electronic journals received through Copyright deposit and e-books received from publishers participating in the CIP Program and provide access for staff to those e-books. Developments of applications to support ingest and access will be dependent on developers in the Repository Development Center (RDC), where staffing currently is limited.

Fiscal 2015 Priority Activities

TECH will continue gathering requirements for the Library's next generation integrated library management system, which will be a multi-year effort to migrate the acquisition, cataloging, circulation, discovery, and delivery functions to a new, modern platform for providing access to the Library's collections.

TECH will collaborate with OSI to expand support for ingest, management, preservation and access to additional electronic formats and to additional publishers and providers of digital content.

TECH will continue to provide technical support and leadership to BIBFRAME by revising the vocabulary for the project and publishing it, followed by encouraging wide implementation in the community. TECH will investigate and test the integration of the Linked Data Service with BIBFRAME to enable bibliographic data exposure for linked data applications, making the system more robust and adding vocabularies.



Office of Strategic Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Strategic Initiatives Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan	Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change	
	Spending Plan		Actual Obligations			FTE	\$	FTE	\$		
	FTE	\$	FTE	\$							
Digital Initiatives	105	\$ 20,403	99	\$20,197	105	\$ 21,986	105	\$ 22,586	0	\$ 600	2.7%
NDIIPP	20	3,254	19	3,214	20	3,584	20	3,682	0	98	2.7%
TPS	9	6,595	7	6,338	9	7,119	9	7,271	0	162	2.1%
Invest in Tech Infrastructure	0	7,937	0	7,932	0	9,224	0	9,400	0	176	1.9%
Subtotal, Digital Initiatives	134	\$ 38,189	125	\$37,881	134	\$ 41,913	134	\$ 42,939	0	\$ 1,026	2.4%
Information Technology Services	210	62,437	203	60,208	210	62,954	210	65,142	0	2,288	3.6%
Total, Office of Strategic Initiatives	344	\$100,626	328	\$97,890	344	\$104,767	344	\$108,081	0	\$3,314	3.2%

**Office of Strategic Initiatives
Summary By Object Class
(Dollars in Thousands)**

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 37,259	\$37,089	\$ 38,964	+ \$1,884	\$ 42,008	+ \$3,044	7.8%
11.3 Other than full-time permanent	291	286	287	0	294	+ 7	2.4%
11.5 Other personnel compensation	204	195	210	0	215	+ 5	2.4%
11.8 Special personal services payment	199	238	288	0	296	+ 8	2.8%
12.1 Civilian personnel benefits	10,660	10,785	11,237	+ 596	12,206	+ 969	8.6%
Total, Pay	\$ 48,613	\$48,593	\$ 50,986	+ \$2,480	\$ 55,019	+ \$4,033	7.9%
21.0 Travel & transportation of persons	220	98	155	0	158	+ 3	1.9%
22.0 Transportation of things	4	3	3	0	3	0	0.0%
23.3 Communication, utilities & misc charges	3,475	3,553	6,101	0	6,216	+ 115	1.9%
24.0 Printing & reproduction	137	120	130	0	133	+ 3	2.3%
25.1 Advisory & assistance services	13,636	13,404	10,037	773	9,440	- 597	-5.9%
25.2 Other services	7,528	7,046	4,454	215	4,320	- 134	-3.0%
25.3 Other purch of gds & services from gov acc	411	358	464	35	437	- 27	-5.8%
25.7 Operation & maintenance of equipment	13,393	11,874	12,350	0	13,371	+ 1,021	8.3%
26.0 Supplies & materials	224	182	246	0	251	+ 5	2.0%
31.0 Equipment	8,139	7,844	14,508	1,457	13,299	- 1,209	-8.3%
41.0 Grants, subsidies & contributions	4,846	4,815	5,333	0	5,434	+ 101	1.9%
Total, Non-Pay	\$ 52,013	\$49,297	\$ 53,781	- \$2,480	\$ 53,062	- \$ 719	-1.3%
Total, Office of Strategic Initiatives	\$100,626	\$97,890	\$104,767	\$ 0	\$108,081	+ \$3,314	3.2%

Office of Strategic Initiatives
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	344	\$104,767
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		750
Annualization of January 2014 pay raise @ 1%		550
Within-grade increases		254
Total, Mandatory Pay and Related Costs	0	1,554
Price Level Changes		1,760
Program Increases	0	0
Net Increase/Decrease	0	\$ 3,314
Total Budget	344	\$108,081
Total Offsetting Collections	0	0
Total Appropriation	344	\$108,081



Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Digital Initiatives Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$13,761	\$13,769	\$14,639	+ \$1,297	\$16,388	+ \$1,749	11.9%
11.3 Other than full-time permanent	185	185	190	0	195	+ 5	2.6%
11.5 Other personnel compensation	93	92	95	0	98	+ 3	3.2%
11.8 Special personal services payment	198	238	288	0	297	+ 9	3.1%
12.1 Civilian personnel benefits	4,063	4,178	4,428	+ 410	4,985	+ 557	12.6%
Total, Pay	\$18,320	\$18,462	\$19,640	+ \$1,707	\$21,963	+ \$2,323	11.8%
21.0 Travel & transportation of persons	185	90	140	0	143	+ 3	2.1%
22.0 Transportation of things	4	2	2	0	2	0	0.0%
23.3 Communication, utilities & misc charges	2,340	2,485	3,149	0	3,209	+ 60	1.9%
24.0 Printing & reproduction	52	44	50	0	51	+ 1	2.0%
25.1 Advisory & assistance services	29	30	130	0	133	+ 3	2.3%
25.2 Other services	7,445	7,036	4,431	215	4,296	135	-3.0%
25.3 Other purch of gds & services from gov acc	169	165	253	35	222	31	-12.3%
25.7 Operation & maintenance of equipment	12	66	149	0	171	+ 22	14.8%
26.0 Supplies & materials	89	59	112	0	114	+ 2	1.8%
31.0 Equipment	4,678	4,427	8,524	1,457	7,200	1,324	-15.5%
41.0 Grants, subsidies & contributions	4,846	4,815	5,333	0	5,435	+ 102	1.9%
Total, Non-Pay	\$19,869	\$19,219	\$22,273	- \$1,707	\$20,976	- \$1,297	-5.8%
Total, Digital Initiatives	\$38,189	\$37,681	\$41,913	\$ 0	\$42,939	+ \$1,028	2.4%

**Digital Initiatives
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	134	\$41,913
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		297
Annualization of January 2014 pay raise @ 1%		218
Within-grade increases		101
Total, Mandatory Pay and Related Costs	0	616
Price Level Changes		410
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,026
Total Budget	134	\$42,939
Total Offsetting Collections	0	0
Total Appropriation	134	\$42,939

Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$42,939 million for the Digital Initiatives program in fiscal 2015, an increase of \$1,026 million, or 2.4 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$1.707 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
OSI_DI	134	\$38,189	125	\$37,681	134	\$41,913	134	\$42,939	0	\$1,026	2.4%

PROGRAM OVERVIEW

The Office of Strategic Initiatives (OSI) supports the Library by developing consolidated plans for the Library's digital work, integrating the delivery of digital content and information technology services and infrastructure. Effective management of technology is of far-reaching strategic importance to the Library. OSI facilitates achieving the Library's goals by sustaining a forward-looking information technology infrastructure that supports the Library's key business lines and enables constituent interaction. Together, the Digital Initiatives (DI) and Information Technology Services (ITS) programs maintain stewardship over the Library's information technology investments and the infrastructure that sustains digital content assets and services.

Under the umbrella structure of the DI program, OSI supplements ITS infrastructure resources, allowing the Library to broaden its mission impact and national reach in the shifting digital data creation and distribution landscape. OSI provides technical knowledge and expertise in the areas of digital content acquisition, distribution, and stewardship. OSI functions as technical steward of the Library's investments in content in digital form and leads the institution's technical management of digital content and web-based content delivery services. OSI is at the forefront of providing comprehensive web-based digital access services, converting analog materials into digital form, archiving strategically targeted web content, and maintaining the technical infrastructure that allows Library stewardship of digital content assets for the long term.

Technological trends indicate continued rapid accumulation of diverse digital data, evolving formats, and shifting technology platforms. Congressional

support has enabled the implementation of institution-wide technical infrastructure and content service strategies in support of the Library's digital future.

The Library allocates content infrastructure resources within an enterprise-wide, three-layered investment framework (content delivery, content management, and core technology) linked to the Library's strategic mission priorities. The three-tiered framework connects a set of common enterprise-wide functionalities and focuses on interdependencies of content delivery, content management, and core technology infrastructure. Specific core technology infrastructure strategy and investments are further discussed in the ITS overview.

The National Digital Information Infrastructure and Preservation program (NDIIPP) digital preservation network extends the Library's capacity nationally and catalyzes public-private stewardship to sustain jointly at-risk cultural heritage digital content. NDIIPP is described in greater detail in Appendix E.

The Teaching with Primary Sources program (TPS) builds kindergarten through twelfth grade national outreach networks that encourage educational use of the Library's online primary sources. TPS is described in greater detail in Appendix F.

Fiscal 2013 Priority Activities

OSI's top priority in fiscal 2013 was continuing implementation of the Library's Web Strategy. A series of six releases in 2013 made updated content and functionality of the beta.Congress.gov site, the successor to the Library's existing THOMAS and Legislative Information System. The beta.Congress.gov releases included a smooth transition to the 113th Congress, addition of Congressional Record content, new search and browse features, and significant

performance and design improvements. In September, OSI launched a mobile app delivering an online version of the “Constitution of the United States of America: Analysis and Interpretation,” which contains an analysis of virtually all Supreme Court case law relevant to interpreting the Constitution. In addition, OSI continued to support the House Committee Video project on THOMAS, which provides live and on-demand video of House of Representatives committee proceedings.

The volume of content transferred and inventoried by the Library’s Content Transfer Services (CTS) system, growing at about 1 terabyte per day, now is 1.9 petabytes. Quality review software supported the inspection of 5 million new digitized images. OSI improved functionality and expanded its content transfer, inventory, and delivery capacities, functioning as the enabling infrastructure for an increasing number of Library curatorial divisions. For example, via the Delivery Management System (DMS), OSI added more than 80 electronic journal titles to the eDeposit for eSerials collection, and the information for eSerials coming in through mandatory deposit is integrated with the Library’s Voyager software, in the Integrated Library System. Repository services tools also enabled the transfer of the Library’s first born-digital manuscripts collection and first born-digital personal papers of a Member of Congress.

In the area of scanning and metadata services, OSI made significant progress completing digitization of the permanent print edition of the Congressional Record; continuing to work with 17 other federal agencies to develop common guidelines, specifications, and tools for digitization of still image and audio-visual materials; and upgrading substantial portions of legacy digitized content for migration to the Library’s new web presence.

Fiscal 2014 Priority Activities

For beta.congress.gov, OSI plans to continue the agile, iterative development approach that led to six successful releases of beta.congress.gov over fiscal 2013. The five releases planned for 2014 will complete the core scope of the site and allow for the retirement of the legacy THOMAS application. The releases this year will include new content (including Treaties, Nominations, and Communications), new functional capabilities (Advanced Search, Accounts, Saved Searches, Alerts), and additional data. On loc.gov, OSI will work with content owners to increase the speed and depth of migration of content to new presentations and search tools, achieving the goals outlined in the Information Architecture Strategy for the National Library. Key content areas of focus will include continued conversion of legacy presentation collections to upgraded presentations, conversion of reading room

sites to a new standard design, and expansion of the use of a new global navigation system for loc.gov. Work will continue on the detailed requirements, information architecture, and specifications for a redesigned Copyright.gov.

In the area of content management, OSI priorities for fiscal 2014 will include launching a web application to automate and report on the Library’s electronic acquisitions; improving CTS API usability and error handling and recovery; and supporting digital audio content acquisitions and playback.

For scanning and metadata services, OSI plans to conclude Congressional Record scanning; scan deteriorating Farm Security Administration negatives using recently acquired specialized equipment; support new high priority digitization projects such as the Walt Whitman Papers and the Alan Lomax Collection; and continue to migrate legacy content to the Library’s new web presence. OSI also intends to develop additional targets for testing scanner accuracy when scanning different types of materials.

Fiscal 2015 Priority Activities

For fiscal 2015 OSI plans to continue the agile, iterative development approach to implement the Library’s Web Strategy. In addition to continuing technical work, the OSI team will support the development and implementation of a new web content strategy that will complement the existing Web Strategy and Information Architecture Strategy, providing additional focus for the Library’s web programs. In fiscal 2015, we anticipate continuing to work to refine and enhance beta.congress.gov, working to improve both user-facing and internal functions to expand content and improve performance. On loc.gov, we will complete the retirement of legacy systems and tools, streamlining the experience for users and for content owners inside the Library. OSI will continue efforts to bring Library content to users via multiple channels, expanding mobile offerings into new areas. OSI will support the presentation of recently digitized materials such as collections of presidential papers while working with Library units to complete the migration of legacy content. OSI will continue to oversee a robust digitization program focusing on Library-wide priorities and using available in-house and contractor staff to produce high quality output as efficiently as possible. In planning for the longer term digital future, OSI recognizes the increasing need to manage digital content with “big data” characteristics: large volume, fast-paced production and change, and great variation in value and origin. Examples of high volume collections, with continuing growth both in number of records and size, include more than 250 terabytes of archived web sites and the receipt of more than 6 million tweets an

hour. For example, in fiscal 2013, 310 billion tweets were accessioned and moved onto managed Library storage. OSI continues to assess the requirements for technical content management infrastructure and services that enable users to understand and navigate large-scale data.

The unique access needs of these big data collections, including search, discovery, and navigation, demand

innovative, data-driven approaches to make the content findable in new query architectures based on patterns within the data. New approaches to be explored include parallel, distributed, memory-rich computing operations (for indexing, pattern matching, data distillation, and querying) that are used increasingly by data-intensive organizations in all fields.



Information Technology Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Information Technology Services Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$23,498	\$23,320	\$24,325	+ \$587	\$25,619	+ \$1,294	5.3%
11.3 Other than full-time permanent	106	101	97	0	99	+ 2	2.1%
11.5 Other personnel compensation	111	103	114	0	117	+ 3	2.6%
12.1 Civilian personnel benefits	6,577	6,607	6,810	+ 186	7,221	+ 411	6.0%
Total, Pay	\$30,292	\$30,131	\$31,346	+ \$773	\$33,066	+ \$1,710	5.5%
21.0 Travel & transportation of persons	35	8	15	0	15	0	0.0%
22.0 Transportation of things	0	1	1	0	1	0	0.0%
23.3 Communication, utilities & misc charges	1,136	1,068	2,952	0	3,008	+ 56	1.9%
24.0 Printing & reproduction	85	76	80	0	82	+ 2	2.5%
25.1 Advisory & assistance services	13,607	13,374	9,907	773	9,308	599	-8.0%
25.2 Other services	83	10	23	0	23	0	0.0%
25.3 Other purch of gds & services from gov acc	222	193	210	0	214	+ 4	1.9%
25.7 Operation & maintenance of equipment	13,381	11,809	12,201	0	13,200	+ 999	8.2%
26.0 Supplies & materials	135	123	134	0	137	+ 3	2.2%
31.0 Equipment	3,461	3,416	5,985	0	6,098	+ 113	1.9%
Total, Non-Pay	\$32,145	\$30,078	\$31,608	- \$773	\$32,086	+ \$ 578	1.8%
Total, Information Technology Services	\$62,437	\$60,209	\$62,954	\$ 0	\$65,142	+ \$2,288	3.6%

Information Technology Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	210	\$62,854
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		452
Annualization of January 2014 pay raise @ 1%		332
Within-grade increases		153
Total, Mandatory Pay and Related Costs	0	937
Price Level Changes		1,351
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,288
Total Budget	210	\$65,142
Total Offsetting Collections	0	0
Total Appropriation	210	\$65,142

Information Technology Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$65.142 million for Information Technology Services in fiscal 2015, an increase of \$2.288 million, or 3.6 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$0.773 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change					
	Spending Plan	Actual Obligations									
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%		
OSI_ITS	210	\$62,437	203	\$60,209	210	\$62,854	210	\$65,142	0	\$2,288	3.6%

PROGRAM OVERVIEW

The Information Technology Service (ITS) maintains the Library's technology infrastructure, including data and voice networks, data processing, data storage, software application development, and data center operations. ITS stays abreast of the industry's best practices and technologies and invests in initiatives to streamline internal processes and strengthen the infrastructure, aligning and allocating resources based on Library-wide priorities. ITS adheres to the Library's Information Resources Management plan and related IT governance regulations, policies, and procedures. Library IT governance is informed by enterprise architecture and investment lifecycle review activities overseen by the Library's Information Technology Steering Committee.

Fiscal 2013 Priority Activities

In fiscal 2013, ITS was committed to aligning the ITS internal acquisition process more fully with the Library's goals and Federal government-wide best practices, to compete effectively in the procurement of equipment, products, and services required to support the Library's infrastructure. Resultant efficiencies allowed ITS to absorb the cost of essential large dollar, mission-critical procurements, to replace end-of-life equipment and refresh the technical infrastructure.

ITS began the Library-wide PC network migration to a new desktop environment based on Microsoft Windows 7 and Office 2010. This initiative, when completed, will significantly enhance cyber security, strengthen IT infrastructure, and mitigate against system obsolescence.

ITS continued to improve the cyber security position of its networks and data centers. To support all service units, ITS expanded security incident handling and response measures to ensure that the program was

adequate to respond to evolving threats. ITS continued to work to ensure that security hardware and software components were effectively integrated into the Library's technical infrastructure and operational practices.

ITS focused on reducing engineering support costs through the initiation of several standardization efforts. This included the virtualization of the servers that are used to manage and provide access to the Library's data. The Library continues to have a growing need to quickly and securely move and deliver large amounts of data, and ITS has been standardizing the server environment that supports the data. This year, this included a migration to new, more power-efficient servers with more consistent software configurations, allowing server resources to be allocated and re-allocated more quickly and efficiently to meet requirements, such as increased web site demand related to a specific event.

Fiscal 2014 Priority Activities

In 2014, ITS will continue to proactively change acquisition planning to follow government-wide best practices for competitive procurements. These practices will be used for large acquisitions such as telecommunications services and hardware.

ITS will continue to expand the virtualized server and storage environment. The focus in 2014 includes implementation of a new storage architecture that makes multiple pools of storage with different performance and operational characteristics available to users, and applications for different purposes based on specific program requirements. This effort will improve response time for large data transportation and reduce the costs of implementation.

The virtualized environment will support migration to a newly-standardized environment for both Oracle and MySQL, the databases that manage most of the data

that supports the Library's web sites. These migrations will allow ITS to reduce database outages during both planned and unplanned events.

The expansion of the new virtualized server and storage environment supports the additions of content and functionality to beta.Congress.gov as part of the transition from existing congressional information systems. ITS will provide assistance for the full migration of all existing content and metadata from outdated web applications, support the migration of storage to the virtualized environment, and leverage more automated and consistent deployment practices.

In support of IT standardization activities, ITS will drive the use of technology architecture standards for hardware, system software, network solutions, security solutions, and application deployment processes through the implementation of Library-wide technology review cycles. These standards will inform and be informed by evolving IT strategic planning processes that incorporate continuing enterprise architecture development and will serve as the basis for future priority setting and acquisition planning.

ITS will initiate forward-looking changes to the Library's remote access and mobile device support to meet the changing needs and expectations of the Library. In fiscal 2014, ITS will replace the current BlackBerry devices with non-BlackBerry smart phones. Additionally, ITS will begin to support a limited number of non-government owned mobile devices.

Fiscal 2015 Priority Activities

ITS's primary goals for fiscal 2015 are enhancing the Library's cyber-security posture, strengthening and modernizing the Library's IT infrastructure through virtualization and standardization, improving content management and content delivery services, and identifying and implementing cost saving technology solutions.

High priority IT security initiatives will continue to ensure an enhanced ability to respond to a challenging IT threat environment across the Library. ITS will continue to expand security efforts by supporting the service units through expanded security incident handling and response measures; ensuring that security hardware and software components are effectively integrated into

the Library's technical infrastructure and operational practices; and partnering with service units to review, refine, and support implementation of programs for flexible desktop and remote access solutions and off-site Continuity of Operations Plan activities.

ITS will continue initiatives to transition to a virtualized environment for both servers and storage, allowing for more resource-efficient use of space and equipment resources as well as engineering support and increasing the capacity of the network infrastructure within and among the Library data centers. For voice networks, ITS will continue to plan for critical telephone switch infrastructure upgrades and begin competition-driven procurement planning for implementation of next-generation data and voice wireless services in the Library's buildings.

Throughout 2015, ITS will continue to lead the effort to increase the volume of content made available through beta.Congress.gov and the search function of loc.gov, and will add high-performance, high-speed storage devices to improve speed of user searching and initial display of results on Library web sites. ITS will continue support of activities designed to improve throughput of processes that receive, move, and store data, including the expected expansion of digital content volume for the Copyright Office and increasing requirements for the movement of content between the Packard Campus and the Library's other data centers. ITS will continue to work with content owners in the service units to fully migrate all existing content and metadata from outdated web applications and storage to the virtualized environment, using more automated and consistent deployment practices.

Standards-based operational practices for long-term storage and backup of content will be the norm, and ITS will focus on key legacy business applications to ensure that their operations and architectural plans are consistent with the standards of the evolving virtualized and standards-driven architecture. ITS also will sustain its commitment to pursue procurement best practices and focused acquisition strategies to acquire cost-effective technology solutions, furthering the alignment of the budget and acquisition processes with the technology cycle. ITS will focus on opportunities to reduce environmental impacts and explore legislative branch programs in this area, in collaboration with the Architect of the Capitol.



Law Library

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Law Library Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 8,087	\$ 7,854	\$ 8,236	+ \$427	\$ 8,909	+ \$673	8.2%
11.3 Other than full-time permanent	158	158	179	0	184	+ 5	2.8%
11.5 Other personnel compensation	82	77	80	0	83	+ 3	3.8%
12.1 Civilian personnel benefits	2,398	2,292	2,363	+ 135	2,578	+ 215	9.1%
Total, Pay	\$10,705	\$10,381	\$10,858	+ \$562	\$11,764	+ \$896	8.3%
21.0 Travel & transportation of persons	49	45	50	0	51	+ 1	2.0%
22.0 Transportation of things	1	1	1	0	1	0	0.0%
23.3 Communication, utilities & misc charges	46	35	36	0	37	+ 1	2.8%
24.0 Printing & reproduction	19	18	20	0	21	+ 1	5.0%
25.1 Advisory & assistance services	236	334	284	0	289	+ 5	1.8%
25.2 Other services	1,965	1,749	1,789	298	1,513	276	-15.4%
25.3 Other purch of gds & services from gov acc	11	6	7	0	7	0	0.0%
26.0 Supplies & materials	19	15	15	0	15	0	0.0%
31.0 Equipment	2,461	3,213	2,789	264	2,597	192	-6.9%
Total, Non-Pay	\$ 4,807	\$ 5,416	\$ 4,991	- \$562	\$ 4,831	- \$460	-9.2%
Total, Law Library	\$15,512	\$15,797	\$15,849	\$ 0	\$16,285	+ \$436	2.8%

Law Library
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	91	\$15,849
Non-recurring Costs:	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		161
Annualization of January 2014 pay raise @ 1%		118
Within-grade increases		54
Total, Mandatory Pay and Related Costs	0	333
Price Level Changes		103
Program Increases	0	0
Net Increase/Decrease	0	\$ 436
Total Budget	91	\$16,285
Total Offsetting Collections	0	- 350
Total Appropriation	91	\$15,935

Law Library

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$16.285 million for the Law Library program in fiscal 2015, an increase of \$0.436 million, or 2.8 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$0.562 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014		Fiscal 2015		Fiscal 2014/2015		Percent Change
	Spending Plan		Actual Obligations		Execution Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
Law Library	91	\$13,092	85	\$12,620	91	\$13,429	91	\$13,795	0	\$366	2.7%
Purch of Lib Mater	0	2,420	0	3,177	0	2,420	0	2,490	0	70	2.9%
Total, LAW	91	\$15,512	85	\$15,797	91	\$15,849	91	\$16,285	0	\$436	2.8%

PROGRAM OVERVIEW

The Law Library of Congress (LAW) provides the Congress, executive branch agencies, courts, practicing bar, state and local governments, American businesses, scholars, and others with legal research and reference services related to U.S. federal, state, and local law, and the laws of more than 240 foreign and international jurisdictions. LAW has amassed the world's largest collection of authoritative legal sources, including more than 2.8 million volumes and 2.5 million micro-format and digital items.

The collections and staff expertise of the Law Library of Congress are unique. Certain one-of-a-kind materials are held in the Law Library, such as a recent acquisition of one the earliest book-length publications on the topic of law to have been printed in the Americas, a 686-page volume published in Mexico in 1550 entitled *Speculum Coniugiorum*. No other nation or institution has such a vast aggregation of legal materials that allows for comprehensive legal analysis. Nowhere else in government or academic circles does there exist the same level of legal subject matter expertise.

Legal specialists with foreign law degrees and practice experience provide timely, expert legal analysis, research, testimony, and reference services in response to requests by Members of Congress and committee staff, justices of the Supreme Court, other judges, and attorneys at federal agencies. LAW's lawyers who have been trained outside of the U.S. incorporate knowledge of the legal systems, vernacular language, and socio-cultural context of countries and regions of the world for which they are responsible. At the request of the Congress, LAW has

provided studies related to international trade and tariffs, immigration reform, and other significant legal issues. As an example, in fiscal 2013, the Law Library's Global Legal Research Directorate researched, prepared and published multinational studies on such topics as "Firearms-Control Legislation and Policy" and "Wildlife Trafficking and Poaching."

LAW acquires, maintains, organizes, preserves, and provides access to a comprehensive legal collection in both analog and digital formats, building collections of necessary research materials that are not available through copyright deposit, exchange, or federal or state transfer. The collections support the legal research that LAW and the Congressional Research Service provide to the Congress, and that LAW provides to the Supreme Court, executive branch agencies, and the nation.

LAW is a key player in the identification and currency of content in beta.Congress.gov, the legislative information system for the Congress and the public. LAW also provides electronic legal information products such as the *Century of Lawmaking for a New Nation*, which provides access to historic legislative documents; research and collection guides which focus on legal research techniques, events and issues; and a forum for the exchange of online legal sources.

Ensuring accuracy, authenticity, authoritativeness, and comprehensiveness of legal documents is a challenge which LAW manages on a daily basis to enable the highest quality of objective research and to maintain legal collections from countries and regions of strategic importance to the Congress.

Fiscal 2013 Priority Activities

In response to specific congressional requests, LAW staff members wrote reports and testified; consulted with Members of Congress and their staff, the executive branch, and judiciary; and focused on supporting the Congress and educating the public through the provision of online special collections and digital legal resources. LAW also continued its effort to convert the current classification of the entire collection to Class K. Additionally, LAW provided content and navigation instruction to law libraries, social studies teachers, and other public users transitioning from THOMAS to the new Congress.gov database. LAW continued to implement its strategic plan and its detailed business plan for a virtual law library. The virtual law library will better serve congressional priorities for foreign and international legal research, provide a more informed and comprehensive data environment through integrated systems and federated searching, and sustain a capability over the long term at a reasonable cost. LAW continued an effort to provide coordinated Library of Congress training to Members of Congress and their staff. LAW also demonstrated strong emphasis on engagement with constituents by hosting and briefing high-level foreign delegations of legal scholars and professionals, organizing and conducting collaborative programs on timely legal issues, and producing and presenting exhibits and research reports. LAW furthered efforts to employ Web 2.0 strategies and social media capabilities, thereby showcasing the unique features of its web site content.

Fiscal 2014 Priority Activities

In fiscal 2014, LAW will focus on developing plans and collaborative arrangements to add digitized content to beta.Congress.gov and further develop the online information portfolio of this next-generation legislative

information system. LAW also will continue to pursue efforts to complete the classification of all remaining volumes to Class K. Working within the broader Library of Congress web enhancement initiative, LAW will apply approved metadata specifications and best practices in order to iteratively improve the search capability of collections and program material available in its public web pages, while incorporating selected content such as the Guide to Law Online. LAW will test with selected congressional offices a Library-wide coordinated training program. LAW will pursue its long-term strategic plan and business plan initiatives to produce multi-jurisdictional legal information aligned with Library of Congress-wide web initiatives, affording the Congress and other constituents the benefits of more timely, targeted, and complete legal knowledge. LAW also plans to initiate construction of its virtual law library in fiscal 2014.

Fiscal 2015 Priority Activities

In fiscal 2015, LAW will continue to classify the remaining volumes to Class K to the extent the budget will allow, with the goal of remaining on schedule to classify the entire Law collection by country, subject, and form of material by fiscal 2020. Until classification is complete, legal material will be less secure and will not be fully accessible to scholars, practitioners, and the general public. LAW will solicit and analyze feedback from the Library's training program for Members of Congress and staff and implement enhancements where needed. LAW will continue its collaboration with the Government Printing Office on a Statutes at Large project, linking metadata with digitized statutes for eventual integration with beta.Congress.gov. The Library will work with the Architect of the Capitol on the construction of a vault to secure more than 50 percent of LAW's rare legal materials in a temperature and humidity controlled environment.



Office of Support Operations

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Support Operations Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
OSO - Basic	45	\$12,234	42	\$12,267	45	\$13,879	45	\$14,006	0	\$ 327	2.4%
HRS	57	9,178	55	8,786	57	8,840	57	9,082	0	242	2.7%
ISS	134	26,353	127	26,489	134	26,258	134	26,866	0	608	2.3%
Total, Office of Support Operations	236	\$47,765	224	\$47,532	236	\$48,777	236	\$49,954	0	\$1,177	2.4%

**Office of Support Operations
Summary By Object Class**
(Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$18,982	\$18,595	\$19,925	+ \$ 760	\$21,272	+ \$1,347	6.8%
11.3 Other than full-time permanent	56	93	65	0	67	+ 2	3.1%
11.5 Other personnel compensation	399	354	358	0	368	+ 10	2.8%
12.1 Civilian personnel benefits	5,941	5,834	6,195	+ 240	6,635	+ 440	7.1%
Total, Pay	\$25,378	\$24,876	\$26,543	+ \$1,000	\$28,342	+ \$1,799	6.8%
21.0 Travel & transportation of persons	16	7	7	0	7	0	0.0%
22.0 Transportation of things	2	1	1	0	1	0	0.0%
23.1 Rental payments to GSA	3,756	3,756	3,556	0	3,588	+ 32	0.9%
23.3 Communication, utilities & misc charges	342	308	314	0	320	+ 6	1.9%
24.0 Printing & reproduction	131	122	145	0	148	+ 3	2.1%
25.1 Advisory & assistance services	358	373	657	83	789	- 68	-7.9%
25.2 Other services	6,902	7,026	7,421	550	7,002	- 419	-5.6%
25.3 Other purch of gds & services from gov acc	1,467	1,281	1,566	355	1,221	- 335	-21.5%
25.4 Operation & maintenance of facilities	6,453	7,032	5,394	0	5,497	+ 103	1.9%
25.6 Medical care	4	0	11	0	11	0	0.0%
25.7 Operation & maintenance of equipment	1,540	1,511	1,696	0	1,741	+ 45	2.7%
26.0 Supplies & materials	203	192	243	0	247	+ 4	1.6%
31.0 Equipment	1,213	1,047	1,033	- 12	1,040	+ 7	0.7%
Total, Non-Pay	\$22,387	\$22,696	\$22,234	- \$1,000	\$21,612	- \$ 622	-2.8%
Total, Office of Support Operations	\$47,765	\$47,632	\$48,777	\$ 0	\$49,954	+ \$1,177	2.4%

Office of Support Operations
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	236	\$48,777
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		391
Annualization of January 2014 pay raise @ 1%		279
Within-grade increases		129
Total, Mandatory Pay and Related Costs	0	799
Price Level Changes		378
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,177
Total Budget	236	\$49,954
Total Offsetting Collections	0	0
Total Appropriation	236	\$49,954



Office of Support Operations Basic

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Support Operations - Basic Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 4,412	\$ 4,288	\$ 4,653	+ \$73	\$ 4,859	+ \$206	4.4%
11.5 Other personnel compensation	347	85	333	0	343	+ 10	3.0%
12.1 Civilian personnel benefits	1,227	1,201	1,302	+ 23	1,371	+ 69	5.3%
Total, Pay	\$ 5,986	\$ 5,574	\$ 6,288	+ \$96	\$ 6,573	+ \$265	4.6%
21.0 Travel & transportation of persons	16	7	7	0	7	0	0.0%
23.3 Communication, utilities & misc charges	214	178	129	0	131	+ 2	1.6%
24.0 Printing & reproduction	23	20	48	0	46	0	0.0%
25.1 Advisory & assistance services	45	52	598	83	524	74	-12.4%
25.2 Other services	2,533	2,966	3,107	0	3,166	+ 59	1.9%
25.3 Other purch of gds & services from gov acc	301	171	248	0	253	+ 5	2.0%
25.4 Operation & maintenance of facilities	368	721	500	0	510	+ 10	0.0%
25.7 Operation & maintenance of equipment	1,425	1,403	1,577	0	1,607	+ 30	1.9%
26.0 Supplies & materials	125	121	147	0	150	+ 3	2.0%
31.0 Equipment	1,198	1,034	1,032	- 13	1,039	+ 7	0.7%
Total, Non-Pay	\$ 6,248	\$ 6,683	\$ 7,391	- \$96	\$ 7,433	+ \$ 42	0.6%
Total, Office of Support Operations - Basic	\$12,234	\$12,267	\$13,679	\$ 0	\$14,006	+ \$327	2.4%

Office of Support Operations - Basic
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	45	\$13,679
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		91
Annualization of January 2014 pay raise @ 1%		67
Within-grade increases		31
Total, Mandatory Pay and Related Costs	0	189
Price Level Changes		138
Program Increases	0	0
Net Increase/Decrease	0	\$ 327
Total Budget	45	\$14,006
Total Offsetting Collections	0	0
Total Appropriation	45	\$14,006

Office of Support Operations – Basic

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$14,006 million for the Office of Support Operations – Basic in fiscal 2015, an increase of \$0.327 million, or 2.4 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$0.096 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							%
OSO - Basic	45	\$12,234	42	\$12,267	45	\$13,679	45	\$14,006	0	\$327	2.4%

PROGRAM OVERVIEW

The Office of Support Operations (OSO) provides centralized oversight and direction to diverse and interdependent infrastructure programs supporting the Library's mission and strategic objectives. Through its four program offices, OSO delivers comprehensive services, manages institutional programs, and oversees regulatory compliance in the areas of human capital, administration, facilities, asset management and protection, personnel security, emergency preparedness, safety, and health services. OSO is the Library's primary liaison for interagency coordination with the Architect of the Capitol (AOC), the U.S. Capitol Police, the Office of Personnel Management, the General Services Administration, and the Legislative Branch Chief Administrative Officers Council.

OSO has implemented a unified management approach to achieve economy, efficiency, and synergy across a set of infrastructure support units that previously was decentralized. In collaboration with customers, OSO delivers infrastructure services that enable the Library to accomplish its mission and annual objectives through the following program offices:

Human Resources Services (HRS): Develops, implements, and evaluates workforce management policies, procedures, and systems supporting the Library's mission and priorities.

Integrated Support Services (ISS): Maintains and provides for facilities, occupational health, logistics, office systems, and safety services that enable the Library to conduct day-to-day operations.

The Office of Security and Emergency Preparedness (OSEP): Safeguards the Library's collections, facilities, assets, and information. Additionally, OSEP manages

the personnel security and suitability programs and implements the Library's Emergency Preparedness Program.

The Office of Opportunity, Inclusiveness and Compliance (OIC): Promotes an environment of fairness and inclusion in the workplace by providing Library-wide advice and guidance on the implementation of equal employment opportunity (EEO), affirmative employment, diversity management, and employee related disability accommodation.

The OSO Basic budget covers the operations and expenses of OSO management and administration, OSEP, and OIC.

Fiscal 2013 Priority Activities

In fiscal 2013, OSO identified and implemented strategies that enable the service unit to fulfill its mission and apply core values effectively. Strategically focused working groups within OSO refined and integrated business processes and administrative programs, including financial administration, workforce management, planning, and performance. OSO provided an operational perspective and leadership in areas of human capital management, facilities, emergency preparedness, continuity of operations planning (COOP), workplace safety, and security.

OIC initiated a reassessment of the agency's Multi-Year Affirmative Employment Program Plan (MYAEMP), originally issued in fiscal 2010. Revisions to the plan focus on achieving the Library's strategic goals through a diverse workforce, inclusive workplace, and the offering of diversity management programs.

OSEP completed operational planning, testing, and relocation of the Library's remote COOP site, improving

the overall readiness of the Library. OSEP focused on updating survival equipment and supplies, enhancing technology and communication systems, training staff and emergency coordinators, hosting forums, and conducting drills. The Library's COOP plan incorporates the Federal Emergency Management Agency's latest recommendations to identify vital electronic files and record storage locations for critical time sensitive access under various COOP scenarios. OSEP also focused on improving security controls, including implementing enhanced background investigations protocols for the Library's personnel security and employment suitability programs.

Fiscal 2014 Priority Activities

In fiscal 2014, OSO will focus on sustaining support operations by implementing an integrated, cross-functional approach to customer service and refining a performance management framework. OSO will engage and facilitate collaboration among AOC and LOC stakeholders on planning and preparation for AOC construction of Module 5 for storage of collections at Ft. Meade. OSO will incorporate IT innovations, including the development of an integrated case management system supporting personnel security and other functionally similar needs; further implementation of the Facility Asset Management Enterprise (FAME), including an integrated key management information system; an online reservation system supporting interpreting services and motor vehicle requests; and a demand work order system for routine building service requests. OSO's strategic investment in automation will facilitate service unit collaboration, enable process improvement and workflow, and support management decision making. OSO will continue to refine its business model for acquiring goods and services by proactively considering alternative acquisition strategies that include: conducting effective market research; initiating a broader working relationship with the Office of Contracts and Grants Management; and placing emphasis on supervisory oversight of Contracting Officers Representatives competencies and performance. OSO will make

final recommendations resulting from the MYAEP reassessment work group for achieving the Library's strategic goals through a diverse workforce, inclusive workplace, and diversity management program.

Fiscal 2015 Priority Activities

In fiscal 2015, OSO will continue to focus on sustaining support operations by implementing an integrated, cross-functional approach to providing customer service. OSO will continue integrating IT innovations, including the phased implementation of automated systems developed in fiscal 2014; a review of current ISS printing services and possible opportunities for modernization via commercially available Digital Printing and Document Management systems and services; an enhanced workforce performance management system; and implementation of an OSO Customer Service Portal that integrates and promotes OSO automated services. OSO will implement the Library's diversity and inclusiveness plan for achieving the Library's strategic vision for workplace diversity and inclusiveness. OSO will collaborate with AOC and LOC stakeholders on the Library's technical requirements, operational requirements and occupancy planning pertaining to AOC construction of Collection Storage Module 5 at Ft. Meade.

OSEP will focus on upgrading physical security and access control measures for protecting collections processing, storage, research, and exhibition areas. This will include making physical security improvements in the Library's Capitol Hill buildings and outlying annexes, including installing additional access controls, expanding electronic security monitoring, providing accountable lock and key control, realigning contract guard service coverage, and installing screening equipment at the Packard Campus. OSEP will continue with targeted and broadened background investigation coverage of Library staff and contractors occupying moderate risk and national security positions, continue to improve Library-wide emergency preparedness through staff training, exercises and drills, and keep abreast of nationally-driven COOP requirements affecting the Library.



Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Human Resources Services Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$5,033	\$4,902	\$5,234	+ \$236	\$5,625	+ \$391	7.5%
11.5 Other personnel compensation	0	86	0	0	0	0	0.0%
12.1 Civilian personnel benefits	1,755	1,713	1,863	+ 75	1,997	+ 134	7.2%
Total, Pay	\$6,788	\$6,701	\$7,097	+ \$311	\$7,622	+ \$625	7.4%
22.0 Transportation of things	1	1	1	0	1	0	0.0%
23.3 Communication, utilities & misc charges	17	15	14	0	14	0	0.0%
24.0 Printing & reproduction	41	34	30	0	30	0	0.0%
25.1 Advisory & assistance services	275	293	220	0	224	+ 4	1.8%
25.2 Other services	1,087	811	383	0	391	+ 8	2.1%
25.3 Other purch of gds & services from gov acc	968	911	1,094	311	798	296	-27.1%
26.0 Supplies & materials	1	0	1	0	2	+ 1	100.0%
Total, Non-Pay	\$2,390	\$2,065	\$1,743	- \$311	\$1,460	- \$283	-16.2%
Total, Human Resources Services	\$9,178	\$8,766	\$8,840	\$ 0	\$9,082	+ \$242	2.7%

Human Resources Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	57	\$8,840
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		109
Annualization of January 2014 pay raise @ 1%		72
Within-grade increases		34
Total, Mandatory Pay and Related Costs	0	215
Price Level Changes		27
Program Increases	0	0
Net Increase/Decrease	0	\$ 242
Total Budget	57	\$9,082
Total Offsetting Collections	0	0
Total Appropriation	57	\$9,082

Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$9.082 million for Human Resources Services in fiscal 2015, an increase of \$0.242 million, or 2.7 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$0.311 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014		Fiscal 2015		Fiscal 2014/2015		Percent Change
	Spending Plan		Actual Obligations		Execution Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
HRS	57	\$9,178	55	\$8,766	57	\$8,840	57	\$9,082	0	\$242	2.7%

PROGRAM OVERVIEW

Human Resources Services (HRS) is responsible for the development, implementation, and evaluation of workforce management policies, procedures, and systems in support of the Library's mission and priorities. HRS leads efforts to plan for, recruit, manage, and retain a talented and diverse workforce. HRS also administers the Library's pay, leave, and benefits programs; provides benefits, retirement, and employee assistance consultation; offers centralized training, staff development, and coaching support; initiates and manages a variety of negotiations with the Library's three unions; investigates union and employee grievances and represents management at arbitration hearings; and provides the Library's leadership and staff with expert consultation and guidance on the full range of human capital strategies and methods to ensure a high performing organization.

Fiscal 2013 Priority Activities

HRS continued to direct and guide the Human Capital Planning Board (HCPB), an agency-wide committee comprised of senior managers from each service unit, designated by and reporting to the Library's Executive Committee. The HCPB leads the Library's efforts to enhance its workforce and ensure alignment with the agency's strategic goals. Through the HCPB, the Library is addressing critical issues such as succession management, workforce planning, leadership, managing for results, recruitment and retention, and diversity and inclusion.

During fiscal 2013, HRS also supported the Library's staffing requirements; strengthened performance management; improved communications related to training and development; completed its coordination of

the eighth class of the Library's Leadership Development program; hosted three Career Development classes; and provided managers and supervisors with online tools and training resources to improve leadership competencies. HRS continued to provide timely advice and guidance on performance and/or conduct and labor relations issues, including negotiating memoranda of understanding with the Library's three labor organizations on the implementation of both the administrative and shutdown furloughs.

Fiscal 2014 Priority Activities

In fiscal 2014, HRS will continue to perform its core functions to meet customer needs. HRS will provide support to the HCPB priorities of enhancing or further developing the Library's telework program, succession planning, phased retirement program planning, workforce performance management, staff skills assessment, and disability and accommodation awareness. HRS also will enhance its performance management policy and guidance.

Fiscal 2015 Priority Activities

In fiscal 2015, HRS will continue to perform its core functions to meet customer needs. HRS will support the Library's mission requirements through hiring and efforts to realign organizations using streamlined processes. HRS also will provide performance management guidance and training to managers and supervisors and develop master recruitment plans. HRS will continue to promote the competencies of collaboration and innovation in all Library-wide staff development programs and will enhance performance management training and development.



Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Integrated Support Services Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 9,537	\$ 9,405	\$10,038	+ \$451	\$10,787	+ \$749	7.5%
11.3 Other than full-time permanent	58	93	65	0	67	- 2	3.1%
11.5 Other personnel compensation	52	182	25	0	28	+ 1	4.0%
12.1 Civilian personnel benefits	2,960	2,920	3,030	+ 143	3,267	+ 237	7.8%
Total, Pay	\$12,605	\$12,600	\$13,158	+ \$594	\$14,147	+ \$889	7.5%
23.1 Rental payments to GSA	3,756	3,756	3,556	0	3,588	+ 32	0.9%
23.3 Communication, utilities & misc charges	110	115	171	0	175	+ 4	2.3%
24.0 Printing & reproduction	67	67	70	0	71	+ 1	1.4%
25.1 Advisory & assistance services	38	28	40	0	40	0	0.0%
25.2 Other services	3,283	3,229	3,931	550	3,445	486	-12.4%
25.3 Other purch of gds & services from gov acc	199	199	214	44	171	43	-20.1%
25.4 Operation & maintenance of facilities	6,085	6,312	4,893	0	4,988	+ 93	1.9%
25.6 Medical care	4	0	11	0	11	0	0.0%
25.7 Operation & maintenance of equipment	115	109	119	0	135	+ 16	13.4%
26.0 Supplies & materials	76	71	94	0	96	+ 2	2.1%
31.0 Equipment	15	13	1	0	1	0	0.0%
Total, Non-Pay	\$13,748	\$13,899	\$13,100	- \$894	\$12,719	- \$381	-2.9%
Total, Integrated Support Services	\$26,353	\$26,499	\$26,258	\$ 0	\$26,866	+ \$608	2.3%

Integrated Support Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	134	\$26,258
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		191
Annualization of January 2014 pay raise @ 1%		140
Within-grade increases		65
Total, Mandatory Pay and Related Costs	0	396
Price Level Changes		212
Program Increases	0	0
Net Increase/Decrease	0	\$ 608
Total Budget	134	\$26,866
Total Offsetting Collections	0	0
Total Appropriation	134	\$26,866

Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$26.866 million for Integrated Support Services in fiscal 2015, an increase of \$0.608 million, or 2.3 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$0.594 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
ISS	134	\$26,353	127	\$26,499	134	\$26,258	134	\$26,866	0	\$608	2.3%

PROGRAM OVERVIEW

Integrated Support Services (ISS) manages and oversees day-to-day facility operations, occupational health, logistics, centralized office systems, fixed asset management, and safety services. ISS is responsible for annual and long-term space utilization and modernization planning. In partnership with the Architect of the Capitol (AOC), ISS ensures that the Library buildings and grounds are maintained for the safety of staff, visitors, and the collections.

Fiscal 2013 Priority Activities

In fiscal 2013, ISS focused on collection storage by implementing elements of the December 2010 multi-year *Facility Plan for Collections Storage*. ISS continued to oversee the multi-year renovation of the Library Services' Acquisitions and Bibliographic Access space and provided essential facility design, construction support, and management of leased space. In conjunction with the Office of Security and Emergency Preparedness (OSEP), ISS implemented a module in the Facility Automated Management Enterprise (FAME) to capture key management information. ISS repurposed suitable space in the Library's Capitol Hill facilities to accommodate collection materials working with the Architect of the Capitol (AOC), and supported the AOC in executing fire and life safety projects and egress improvements. In addition, ISS completed digitizing all Librarian of Congress correspondence through fiscal 1987 and provided a complete Library-wide records schedule to the National Archives and Records Administration.

Fiscal 2014 Priority Activities

In fiscal 2014, ISS will continue to focus on implementing the multi-year *Facility Plan for Collections Storage* and provide essential planning, design and

construction support. ISS will complete an assessment of possible collection storage areas to increase on-site holdings and complete the modernization of the Manuscripts and Geography and Maps Reading Rooms. ISS will work with the AOC to finalize options for consolidating the Landover Center Annex and National Library for the Blind and Physically Handicapped off-site facilities. ISS also will continue to work on its Integrated Management Workplace Management System, including a common web portal to provide centralized customer support for facilities, accommodation, health and safety, and Demand Work Orders, and will work to refine its workforce performance management policy. ISS will lead and facilitate collaboration among AOC and LOC stakeholders on the Library's technical and operational requirements, logistics, and occupancy planning for AOC construction of Module 5 for storage of collections at Ft. Meade.

Fiscal 2015 Priority Activities

In fiscal 2015, ISS will focus on implementing the *Library of Congress Fiscal Year 2011–2016 Facility Plan* and provide essential planning, design, and construction support. ISS will lead and facilitate collaboration among AOC and LOC stakeholders on the Library's technical and operational requirements, logistics, building fit-out and occupancy planning for AOC construction of Module 5 for storage of collections at Ft. Meade. ISS will expand its integrated workplace management system, including completing the Demand Work Order module for managing routine service requests. ISS will continue to work with the AOC in support of Library buildings and grounds, including Module 5 at Ft. Meade, Capitol Hill life safety projects and egress improvements, and power supply enhancement in the James Madison Memorial Building. ISS also will implement changes to its procedures for workforce performance management.

Office of Support Operations

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Office of the Inspector General

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of the Inspector General Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$1,580	\$1,355	\$1,518	+ \$73	\$1,634	+ \$118	7.8%
11.3 Other than full-time permanent	93	99	114	0	117	+ 3	2.6%
11.5 Other personnel compensation	111	94	74	0	76	+ 2	2.7%
12.1 Civilian personnel benefits	517	467	482	+ 23	521	+ 39	8.1%
Total, Pay	\$2,301	\$2,015	\$2,186	+ \$96	\$2,348	+ \$162	7.4%
21.0 Travel & transportation of persons	9	3	5	0	5	0	0.0%
23.3 Communication, utilities & misc charges	7	7	7	0	7	0	0.0%
24.0 Printing & reproduction	9	8	8	0	8	0	0.0%
25.1 Advisory & assistance services	243	428	449	- 98	360	89	-19.8%
25.2 Other services	52	39	24	0	25	+ 1	4.2%
25.7 Operation & maintenance of equipment	6	5	6	0	6	0	0.0%
26.0 Supplies & materials	10	10	10	0	11	+ 1	10.0%
31.0 Equipment	5	5	5	0	5	0	0.0%
Total, Non-Pay	\$ 341	\$ 505	\$ 514	- \$96	\$ 427	- \$ 87	-16.9%
Total, Office of the Inspector General	\$2,642	\$2,520	\$2,700	\$ 0	\$2,775	+ \$ 75	2.8%

Office of the Inspector General
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	16	\$2,700
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		32
Annualization of January 2014 pay raise @ 1%		24
Within-grade increases		11
Total, Mandatory Pay and Related Costs	0	67
Price Level Changes		8
Program Increases	0	0
Net Increase/Decrease	0	\$ 75
Total Budget	16	\$2,775
Total Offsetting Collections	0	0
Total Appropriation	16	\$2,775

Office of the Inspector General

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$2.775 million for the Office of the Inspector General in fiscal 2015, an increase of \$0.075 million, or 2.8 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$0.096 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014		Fiscal 2015		Fiscal 2014/2015		Percent Change
	Spending Plan		Actual Obligations		Execution Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
OIG	16	\$2,642	14	\$2,520	16	\$2,700	16	\$2,775	0	\$75	2.8%

PROGRAM OVERVIEW

The Office of the Inspector General (OIG) is an independent office within the Library with a primary focus on audit and investigation activities. The office serves as a technical adviser to the Library on financial management, internal controls, and other relevant areas and formally reports to the Congress semiannually. The OIG's mission and focus are to detect and prevent fraud, waste, abuse, and mismanagement in Library programs and operations and to provide recommendations to improve economy, efficiency, and effectiveness.

The OIG operates through an Audits Division and an Investigations Division. The Audits Division conducts financial and performance audits of Library programs and operations and may conduct other types of reviews, such as inspections. This division assists the Library in efficiently and effectively managing its operations by providing constructive recommendations for policy and process improvement. The division focuses on areas of topical interest, particularly those presenting special challenges or high risk to the Library. In the course of its work, the Audits Division has periodically referred matters to the Investigations Division and has assisted the Investigations Divisions in certain cases. The Audits Division also oversees the Library's annual financial statements audits, which include the Library, its Financial Hosting Environment, and the Momentum Financial System (which supports other legislative branch agencies' financial transactions), and the Open World Leadership Center, a separate legislative branch agency. The OIG's audit work is subject to a triennial peer review by the Council of the Inspectors General on Integrity and Efficiency (CIGIE), the consortium of all federal statutory inspectors general located in executive and legislative branch departments and agencies. The OIG received the highest rating, "pass", for the most recent peer review period ending March 31, 2013. The Audits

Division staff is comprised of highly trained auditors and management analysts, including four certified public accountants, a certified internal auditor, two certified information systems auditors, and a certified forensic accountant.

The Investigations Division performs administrative, civil, and criminal investigations concerning fraud, conflict of interest, and other misconduct involving Library employees, contractors, and grantees. It also operates a confidential hotline, for both Library staff and the public to report fraud, waste, and abuse. Some administrative investigations are referred to Library management for action, and civil and criminal investigations are referred to the Department of Justice for possible prosecution. The division routinely works with outside law enforcement agencies, including the Federal Bureau of Investigation, and with other federal, state, and local agencies. The Investigations Division is staffed with special agents and analysts who are trained in law enforcement principles and practices and computer forensics, including four Seized Computer Evidence Recovery Specialists.

OIG's budgetary resources are primarily dedicated to payroll costs, supporting 15 full time equivalents (FTEs) in fiscal 2013. Approximately 13 percent of total funding is allotted to procuring and overseeing the annual audit of the Library's financial statements. The audit supports the Library's ability to cross-service other legislative branch agencies with the use of its financial management system.

Fiscal 2013 Priority Activities

During fiscal 2013 the OIG directed its audit efforts to areas it characterized to the Congress as the Library's top management challenges. Those efforts included a major review of the Library's collections activities and their effects on storage space, financial resources, unprocessed arrearages, and the strategic goal of making

collections accessible to stakeholders. Additionally, OIG completed audits examining the Library's performance management data and related performance management reporting, its efforts toward improving information technology (IT) infrastructure and efficiencies through computer virtualization and cloud computing, and Library management of enterprise-wide efforts to develop a web search strategy for its collections. The OIG also conducted a survey of the Library's facilities with emphasis on planning for future National Library Service for the Blind and Physically Handicapped, Landover Center Annex, and Copyright Office storage requirements. This survey was designed to identify projects requiring in-depth review and analysis during fiscal 2014. The OIG also assisted CIGIE by overseeing its independent public accountant's audit of CIGIE's fiscal 2012 financial statements and conducting a peer review of the Corporation for Public Broadcasting OIG's audit organization.

The OIG's efforts supported the Library's strategic goal of managing proactively for demonstrable results. Its focus on detecting and preventing fraud, waste, abuse, and mismanagement in Library programs and operations assisted the Library during the current period of fiscal restrictions by emphasizing the efficient use of its budgetary resources. A significant result from this effort was the Library's recovery of more than \$47 thousand in improper billings that were detected in an OIG audit of one of the Library's largest labor hour contracts for IT. The OIG is evaluating further recoveries from this contract as part of its analysis of vendor compliance with contract terms.

Despite funding reductions, the OIG continued to identify important issues affecting Library operations through audits and inspections and continued to effectively address the Library's investigation needs. The OIG also accomplished one of its core functions by funding and overseeing the annual audit of the Library's financial statements.

The Investigations Division continued to work on high dollar value false claims act cases that were referred by the Audits Division; issues reported to the OIG hotline; the assistance of other law enforcement agencies with missions that involve the Library; and cases that involved employee misconduct and violations of laws, regulations, and ethics rules. The most high profile example of its efforts included investigating a harassment complaint involving a Library employee that resulted in an arrest and conviction for stalking, violating a protective order, and identity theft. Investigations also solved an employee theft of software submitted for Copyright and recovered more than \$377 thousand in government and vendor equipment, resulting in an arrest and conviction of a former employee. The OIG also conducted investigations

into separate thefts of Library laptops and computer equipment, contractor operation of an illegal lottery, along with other incidents of employee misconduct. In total, Investigations referred seven cases to Library management for administrative action. The OIG made extensive use of computer forensic techniques to provide the Library with the highest quality investigations possible. The Investigations Division staff accomplished these achievements with 1.5 fewer FTEs than in fiscal 2012.

Fiscal 2014 Priority Activities

In fiscal 2014, the OIG's audit emphasis includes key program areas such as collections; warehousing and logistics; contracts management; IT continuity of operations, system development, and systems security certification and accreditation; development of the Library's digital collections repository; and other matters. The Audits Division is continuing to ensure that Library funds are expended efficiently, with a focus on internal controls to diminish opportunities for waste, fraud, abuse, and mismanagement. Also, the Audits Division is continuing one of its core functions, to oversee the annual audit of the Library's financial statements. The Investigations Division is continuing to direct attention toward investigating major instances of false claims by Library contractors, assisting partner law enforcement agencies, and responding to hotline complaints regarding employee misconduct, theft, and violations of laws, regulations, and ethics rules.

With funding reductions of 9 percent compared to fiscal 2011 and 5 percent compared to fiscal 2012, the OIG will have to operate at staffing levels of at least two FTEs below its current authorized level of 16 to fund its fiscal 2014 audits and investigations plans, including the Library's fiscal 2014 financial statements audit.

Fiscal 2015 Priority Activities

The OIG plans to continue its emphasis in fiscal 2015 on assuring that the Library expends its funds optimally. The Audits Division will continue its focus on the Library's top management challenges including collections storage, IT infrastructure, performance reporting, and contracting. It will search for duplicative and unnecessary costs in Library operations as part of its traditional focus on preventing and identifying waste, fraud, abuse, and mismanagement. However, current funding levels will reduce audit coverage with staff operating at least two FTEs under OIG's authorized FTE level of 16. The Investigations Division will investigate major fraud against the Library, pursue hotline complaints and employee misconduct, and continue identifying and preventing misuse of Library resources using computer aided tools.



COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Office, S&E Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP Basic	439	\$44,228	358	\$43,623	439	\$45,005	439	\$46,277	0	\$1,272	2.8%
COP Licensing Division	30	5,099	19	4,669	30	5,099	30	5,230	0	131	2.6%
COP Royalty Judges	6	1,408	5	1,092	6	1,520	6	1,561	0	41	2.7%
Total, COP, S&E	475	\$50,735	382	\$49,384	475	\$51,624	475	\$53,068	0	\$1,444	2.8%

**Copyright Office, Salaries and Expenses
Summary By Object Class**
(Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$29,609	\$29,407	\$30,462	+ \$ 812	\$32,153	+\$1,691	5.6%
11.3 Other than full-time permanent	265	337	660	0	678	+ 18	2.7%
11.5 Other personnel compensation	12	12	15	0	16	+ 1	6.7%
11.5A Staff Awards ¹	199	172	317	0	326	+ 9	2.8%
11.8 Special personal services payment	40	36	40	0	41	+ 1	2.5%
12.1 Civilian personnel benefits	9,052	8,834	9,057	+ 263	9,614	+ 557	6.1%
13.0 Benefits for former personnel	25	8	25	0	25	0	0.0%
Total, Pay	\$39,202	\$38,808	\$40,576	+ \$1,075	\$42,853	+\$2,277	5.6%
21.0 Travel & transportation of persons	206	87	168	0	171	+ 3	1.8%
22.0 Transportation of things	6	4	10	0	11	+ 1	10.0%
23.2 Rental payments to others	380	370	300	0	306	+ 6	2.0%
23.3 Communication, utilities & misc charges	573	528	600	0	612	+ 12	2.0%
24.0 Printing & reproduction	441	318	446	0	454	+ 8	1.8%
25.1 Advisory & assistance services	220	140	0	0	0	0	0.0%
25.2 Other services	7,509	7,668	7,271	- 1,075	6,314	957	-13.2%
25.3 Other purch of gds & services from gov acc	806	659	836	0	852	+ 16	1.9%
25.7 Operation & maintenance of equipment	625	567	625	0	689	+ 64	10.2%
26.0 Supplies & materials	237	145	240	0	244	+ 4	1.7%
31.0 Equipment	530	92	552	0	562	+ 10	1.8%
Total, Non-Pay	\$11,633	\$10,576	\$11,048	-\$1,075	\$10,215	- \$ 833	- 7.6%
Total, Copyright Office, S&E	\$50,738	\$49,384	\$51,624	\$ 0	\$53,068	+\$1,444	2.8%

¹The Copyright Office uses cash awards to recognize and acknowledge exceptional contributions to the Library, the Congress, and the American people.

Copyright Office, Salaries and Expenses
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	651	\$51,624
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		586
Annualization of April 2014 pay raise @ 1%		429
Within-grade increases		187
Total, Mandatory Pay and Related Costs	0	1,202
Price Level Changes		242
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,444
Total Budget	651	\$53,068
Total Offsetting Collections	0	- 33,582
Total Appropriation	651	\$19,486



Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Basic Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$27,278	\$27,128	\$28,084	+ \$755	\$29,650	+ \$1,566	5.6%
11.3 Other than full-time permanent	265	266	492	0	505	+ 13	2.6%
11.5 Other personnel compensation	200	173	265	0	272	+ 7	2.6%
12.1 Civilian personnel benefits	8,208	8,142	8,324	+ 245	8,837	+ 513	6.2%
13.0 Benefits for former personnel	25	9	25	0	25	0	0.0%
Total, Pay	\$35,976	\$35,716	\$37,190	+ \$1,000	\$39,289	+ \$2,099	5.6%
21.0 Travel & transportation of persons	190	83	155	0	158	+ 3	1.9%
22.0 Transportation of things	5	3	9	0	9	0	0.0%
23.2 Rental payments to others	380	370	300	0	306	+ 6	2.0%
23.3 Communication, utilities & misc charges	546	510	572	0	583	+ 11	1.9%
24.0 Printing & reproduction	355	242	355	0	362	+ 7	2.0%
25.1 Advisory & assistance services	140	140	0	0	0	0	0.0%
25.2 Other services	5,446	5,848	5,200	1,000	4,280	920	-17.7%
25.3 Other purch of goods & services from gov acc	55	34	55	0	58	+ 1	1.8%
25.7 Operation & maintenance of equipment	542	489	542	0	595	+ 53	9.8%
26.0 Supplies & materials	207	128	207	0	211	+ 4	1.9%
31.0 Equipment	386	60	420	0	428	+ 8	1.9%
Total, Non-Pay	\$ 8,252	\$ 7,907	\$ 7,816	-\$ 1,000	\$ 6,988	-\$ 827	-10.6%
Total, Copyright Basic	\$44,228	\$43,623	\$45,005	\$ 0	\$46,277	+ \$1,272	2.8%

**Copyright Basic
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	439	\$45,005
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		536
Annualization of January 2014 pay raise @ 1%		394
Within-grade increases		171
Total, Mandatory Pay and Related Costs	0	1,101
Price Level Changes		171
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,272
Total Budget	439	\$46,277
Total Offsetting Collections	0	- 27,971
Total Appropriation	439	\$18,306

Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$46.277 million for Copyright Basic in fiscal 2015, partially offset by copyright fee collections of \$27.971 million. The increase of \$1.272 million, or 2.8 percent, over fiscal 2014 supports mandatory pay related and price level increases. Also included is a request to realign \$1.0 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_BASIC	439	\$44,228	358	\$43,623	439	\$45,005	439	\$46,277	0	\$1,272	2.8%
Offsetting Coll.		-28,708		0		-27,971		-27,971		0	0.0%
COP_BASIC Appr.	439	\$15,520	358	\$43,623	439	\$17,034	439	\$18,306	0	\$1,272	7.5%

PROGRAM OVERVIEW

The work of the Copyright Office is enumerated in the Copyright Act and other provisions of Title 17 of the United States Code (U.S.C.). This work includes administering public services related to the Nation's copyright registration system (17 U.S.C. §408), and providing policy expertise and advice to the U.S. Congress through studies, legislative proposals, and public meetings (17 U.S.C. §708).

The work of the U.S. Copyright Office is critical to promoting and disseminating American works of authorship and in sustaining large and small businesses in the information, entertainment, and technology sectors. In addition to administering copyright registration, the Office records licenses and assignments of copyright, provides public databases of copyright information, and administers the mandatory deposit provisions of the law. In fiscal 2013, the Copyright Office transferred deposits totaling 641,723 copies of creative works to the Library's collections, which the Library would otherwise have had to purchase, valued at approximately \$29.4 million. (See Appendix H.)

The Register of Copyrights and Director of the Copyright Office is, by statute, the principal advisor to the Congress on issues of domestic and international copyright policy. The Register and the Copyright Office staff work to sustain an effective copyright law by balancing the rights of copyright owners with the legitimate use of copyright-protected works. The Copyright Office participates in important trade negotiations of the United States relating to intellectual property (e.g., treaties and free trade agreements) at both the bilateral and multilateral levels,

and works with the White House and other executive branch agencies, including the Department of Justice, on national copyright matters and enforcement policy.

The Copyright Basic appropriation covers the following specific activities: (1) the examination of creative works of authorship submitted for registration; (2) registering claims to copyright; (3) recording assignments and other documents pertaining to copyright status and ownership; (4) creating, preserving, and publishing the world's largest public database of copyright records; (5) ensuring and administering the legal deposit of certain published works into the collections of the Library of Congress, as required by law; (6) conducting expert legal and policy studies; (7) providing ongoing advice and support to the Judiciary Committees of the House and the Senate and other Members of Congress and providing expert analysis and support to the Department of Justice, the Office of the U.S. Trade Representatives, the Executive Office of the President, the Department of Commerce, and other executive branch agencies; and (8) providing copyright education and assistance to the public, including through a public information office and hotline.

The Copyright Office returns an outsized contribution to the Nation. Copyright registration protects many valuable works of American authorship, including motion pictures, software, books, musical compositions, sound recordings, photography, and fine art, as well as databases, web sites, and other online works. The Congress has also tasked the Office with registering certain noncopyrightable designs, including mask works (which incorporate semi-conductor chips) and vessel hull designs. Through its policy work, the Office provides leadership and technical expertise to ensure that the copyright law stays rel-

event and updated, not only to protect authors in the 21st century, but to ensure updates for users of copyrighted works, making appropriate exceptions, for example, for libraries, persons who are blind, and certain noncommercial educational activities.

The majority of the Office's budget comes from fees it collects for copyright registration and related public services. In terms of appropriated dollars, the \$15-18 million provided to the Office in recent years has been more than offset by the \$30 million worth of deposits provided by the Office to the Library of Congress collections, for the benefit of the Nation. Appropriated dollars also ensure the availability of the public database of copyright information that is essential to copyright research and transactions in the marketplace. Because copyright registration is not required by law, the fees set by the Office must take into account the objectives of the overall copyright system. This includes the goal of facilitating or incentivizing as complete and useful a database of copyright information as possible for use by the general public and by those engaged in marketplace transactions of assigning, licensing, and investing in copyrighted works. Copyright registration benefits the users of copyrighted works as much as it does the authors who may seek registration.

Fiscal 2013 Priority Activities

In fiscal 2013, the Register of Copyrights delivered the Manges Lecture at Columbia University titled "The Next Great Copyright Act." In the lecture, the Register called for a bold revision of the current Copyright Act. At the Library of Congress' World Intellectual Property Day celebration, Chairman Goodlatte of the House Judiciary Committee announced a comprehensive copyright review. Since that time, Congress has held a series of copyright review hearings.

In fiscal 2013, the Copyright Office continued work on the initiatives outlined in the Register's 2011-2013 priorities and special projects document. In September, the Office published a major report on Copyright Small Claims. The Copyright Office continued work on several other current and future law and policy questions, including orphan works, collaboration with the World Intellectual Property Organization, and other issues of concern to the Congress. From the projects portion of the document, the Office continued work on initiatives designed to improve operations and public services, including technical upgrades to electronic registration, an updated Compendium of Copyright Office Practices, and reengineering of the copyright recordation function.

In October 2012, the Office published a 1201 rulemaking that outlined certain classes of works as exempt from the prohibition against circumvention of technological measures that control access to copyrighted

works. The Office also completed a major effort to bring appeals up to date.

Fiscal 2014 Priority Activities

The Copyright Office will publish a comprehensive review of technical upgrades to electronic registration and a Compendium of Copyright Office Practices. These documents are major deliverables from the Register's Priorities and Special Projects document. Findings and recommendations of the technical upgrades project will be further refined and integrated into a five-year strategic plan. The Office will also use creative approaches to its planning work, such as tasking the Office's first Kaminstein Scholar in Residence to conduct a public study of the future of the Recordation program.

The Office will continue its work on major negotiations for intellectual property protection in the Asia-Pacific Rim and other regions of the world and continue major work on the implementation of worldwide protection for performers in audio-visual works.

The Office will continue its domestic law and policy work on Congress's multi-year review of the Copyright Act (Title 17 of the U.S. Code); follow-up on potential work with the Congress coming out of the Office's December 2013 release of its Report on Resale Royalties; and continue or initiate studies in specific areas, including orphan works. On the international front, the Office will continue its work on copyright issues, such as limitations and exceptions for libraries and archives and protection for broadcasting organizations that are being discussed at the World Intellectual Property Organization (WIPO), as well as participating in interagency policy work on trade matters involving copyright reform in other countries.

Fiscal 2015 Priority Activities

The Copyright Office will finalize a strategic plan for fiscal years 2015-2019, in alignment with the Library-wide strategic planning process, to implement the recommendations of both internal and external stakeholders. The Copyright Office will employ the strategic plan to outline the development of new and refinement of existing IT systems as requested by stakeholders. The Office will continue analysis of future IT systems with the goal of launching a major IT initiative in fiscal 2016.

The Office will continue its work on major negotiations for intellectual property protection throughout the world and continue major work on the implementation of worldwide protection for performers in audio-visual works. The Office will continue its domestic law and policy work on Congress's multi-year review of the Copyright Act (Title 17 of the U.S. Code), including ongoing studies on specific copyright legal issues. On

the international front, the office will continue to work on issues before the World Intellectual Property Organization (WIPO) as well as participating in interagency work involving copyright reform in other countries.



Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Licensing Division Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$1,636	\$1,604	\$1,694	+ \$57	\$1,799	+ \$105	6.2%
11.3 Other than full-time permanent	\$0	\$5	\$2	0	\$2	0	0.0%
11.5 Other personnel compensation	11	11	10	0	10	0	0.0%
11.8 Special personal services payment	40	38	40	0	41	+ 1	2.5%
12.1 Civilian personnel benefits	506	40	495	+ 18	530	+ 35	7.1%
Total, Pay	\$2,193	\$1,698	\$2,241	+ \$75	\$2,382	+ \$141	6.3%
21.0 Travel & transportation of persons	10	5	7	0	8	+ 1	14.3%
22.0 Transportation of things	1	0	1	0	1	0	0.0%
23.3 Communication, utilities & misc charges	17	14	18	0	19	+ 1	5.6%
24.0 Printing & reproduction	13	10	18	0	18	0	0.0%
25.1 Advisory & assistance services	80	0	0	0	0	0	0.0%
25.2 Other services	1,852	1,776	1,884	75	1,844	40	- 2.1%
25.3 Other purch of gds & services from gov acc	701	607	731	0	745	+ 14	1.9%
25.7 Operation & maintenance of equipment	81	78	82	0	94	+ 12	14.6%
26.0 Supplies & materials	16	9	16	0	16	0	0.0%
31.0 Equipment	135	32	101	0	103	+ 2	2.0%
Total, Non-Pay	\$2,906	\$2,531	\$2,858	- \$75	\$2,848	- \$ 10	- 0.3%
Total, Copyright Licensing Division	\$5,099	\$4,229	\$5,099	\$ 0	\$5,230	+ \$131	2.6%

Copyright Licensing Division
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	30	\$5,099
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		33
Annualization of April 2014 pay raise @ 1%		24
Within-grade increases		10
Total, Mandatory Pay and Related Costs	0	67
Price Level Changes		64
Program Increases	0	0
Net Increase/Decrease	0	\$ 131
Total Budget	30	\$5,230
Total Offsetting Collections	0	- 5,230
Total Appropriation	30	\$ 0

Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$5.230 million in offsetting collection authority for the Copyright Licensing Division in fiscal 2015, an increase of \$0.131 million, or 2.6 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$0.075 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014		Fiscal 2015		Fiscal 2014/2015		Percent Change
	Spending Plan		Actual Obligations		Execution Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
COP_LIC	30	\$ 5,099	19	\$ 4,699	30	\$ 5,099	30	\$ 5,230	0	\$ 131	2.6%
Offsetting Coll.		-5,099		0		-5,099		-5,230		-131	2.6%
COP_LIC Appr.	30	\$ 0	19	\$ 4,699	30	\$ 0	30	\$ 0	0	\$ 0	0.0%

PROGRAM OVERVIEW

The Copyright Office, through its Licensing Division (Licensing), participates in the administration of certain compulsory and statutory license provisions of the Copyright Act (Title 17 U.S.C.), which pertain to setting royalty rates and terms as well as determining the distribution of royalties for certain copyright statutory licenses. These licenses include secondary transmissions of radio and television programs by cable television systems and secondary transmissions of network and non-network stations by satellite carriers. The licenses also encompass the importing, manufacturing, and distributing of digital audio recording devices or media. In addition, the program oversees the licensing of ephemeral recordings; the non-interactive digital transmission of performances of sound recordings; the production and distribution of phonorecords of non-dramatic musical works; the use of published non-dramatic musical, pictorial, graphic, sculptural, and non-dramatic literary works in connection with non-commercial broadcasting; and secondary transmissions by satellite carriers for local retransmissions.

Licensing's primary clients are copyright owners and users of copyrighted works that are subject to statutory copyright licenses. The division is responsible for collecting and investing royalty fees for later distribution to copyright owners, examining related documents, providing information to various constituencies as part of its public affairs program, and recording documents for several licenses whose royalties are handled by outside parties.

Fiscal 2013 Priority Activities

In fiscal 2013, Licensing continued to devote budgetary and staff resources to implementing its reengineered processes and a new automated system, eLi. When fully developed and in production, eLi will allow for submission and examination of Statements of Account. The fiscal 2013 focus was on researching the viability of external hosting of the eLi system. By the end of the year, Licensing had received an Authority to Operate the system within a cloud environment. When the reengineering effort is complete, Licensing expects reengineering to have improved service to customers and enhanced the availability of public records.

During fiscal 2013, Licensing collected nearly \$316 million in royalty fees from cable television systems, importers and manufacturers of digital audio recording equipment and media, and satellite carriers who retransmitted copyrighted television broadcasts across the United States. Licensing distributed approximately \$324 million in royalties according to voluntary agreements among claimants, or as a result of determinations of the Copyright Royalty Judges.

Fiscal 2014 Priority Activities

In fiscal 2014, Licensing will continue implementing and refining the reengineered processes and eLi. Licensing will devote resources to developing requirements and will continue development of the system with the goal of a live launch for batch submissions, which will allow remitters with multiple Statements to submit more efficiently in early 2015. In addition, Licensing will develop training and customer service functionality for

eLi to coincide with the launch and will continue to collect and distribute royalty fees and examine Statements of Account.

Fiscal 2015 Priority Activities

In fiscal 2015, Licensing will continue implementing and refining the reengineered processes and eLi. Licensing

expects to devote resources to beginning IT development of its internal financial management and Statements of Account examination processes. Resources also will be devoted to determining a data migration strategy for the division's current data from the legacy record-keeping system to eLi, while Licensing continues to collect and distribute royalty fees and examine Statements of Account.



Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Royalty Judges Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 695	\$ 676	\$ 685	\$0	\$ 704	+ \$19	2.8%
11.3 Other than full-time permanent	0	66	166	0	171	+ 5	3.0%
11.5 Other personnel compensation	0	0	57	0	58	+ 1	1.8%
12.1 Civilian personnel benefits	339	212	238	0	247	+ 9	3.8%
Total, Pay	\$1,034	\$954	\$1,146	\$0	\$1,180	+\$34	3.0%
21.0 Travel & transportation of persons	5	0	5	0	5	0	0.0%
22.0 Transportation of things	1	1	1	0	1	0	0.0%
23.3 Communication, utilities & misc charges	10	4	10	0	11	+ 1	10.0%
24.0 Printing & reproduction	73	65	73	0	74	+ 1	1.4%
25.2 Other services	212	42	186	0	190	+ 4	2.2%
25.3 Other purch of goods & services from gov acc	50	18	50	0	51	+ 1	2.0%
25.7 Operation & maintenance of equipment	1	0	1	0	1	0	0.0%
26.0 Supplies & materials	14	8	17	0	17	0	0.0%
31.0 Equipment	8	0	31	0	31	0	0.0%
Total, Non-Pay	\$ 374	\$ 138	\$ 374	\$0	\$ 381	+ \$ 7	1.9%
Total, Copyright Royalty Judges	\$1,408	\$1,092	\$1,520	\$0	\$1,561	+\$41	2.7%

Copyright Royalty Judges
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	6	\$1,520
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		17
Annualization of January 2014 pay raise @ 1%		12
Within-grade increases		5
Total, Mandatory Pay and Related Costs	0	34
Price Level Changes		7
Program Increases	0	0
Net Increase/Decrease	0	\$ 41
Total Budget	6	\$1,561
Total Offsetting Collections	0	- 381
Total Appropriation	6	\$1,180

Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of **\$1.561** million for the Copyright Royalty Judges in fiscal 2015, partially offset by copyright royalty fee collections of **\$0.381** million. The increase of **\$0.041** million, or 2.7 percent, over fiscal 2014 supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_CRJ	6	\$1,408	5	\$1,092	6	\$1,520	6	\$1,561	0	\$41	2.7%
Offsetting Coll.		-374		0		-374		-381		-7	1.9%
COP_CRJ	6	\$1,034	5	\$1,092	6	\$1,146	6	\$1,180	0	\$34	3.0%

PROGRAM OVERVIEW

The Copyright Royalty Judges (CRJs) participate in the administration of certain provisions of the Copyright Act (Title 17 U.S.C.). Chapter 8 of the Act establishes the Copyright Royalty Judges program and authorizes the CRJs to determine rates and terms for the compulsory licenses mandated by the Act. The CRJs also adjudicate distribution of certain royalties that licensees deposit with the Copyright Office.

The CRJs conduct evidentiary hearings and issue findings of fact and conclusions of law pertaining to the compulsory licenses, including distribution of certain royalties. The CRJs consult with the Register of Copyrights on novel questions of substantive copyright law and on determinations that impose operational responsibilities on the Copyright Office. Under the Copyright Act, the Register also may publish an opinion regarding the CRJs' resolution of material questions of substantive law, if the Register determines the CRJs have made an error of law. The Register's opinion is binding prospectively on the CRJs.

Fiscal 2013 Priority Activities

The CRJs issued final determinations of rates and terms for preexisting subscription and satellite digital audio radio services, noncommercial educational broadcasting services, and the making and distributing of physical and digital phonorecords to meet statutory deadlines. CRJs conducted hearings and issued a final determination in the proceeding to determine Phase II distributions of cable royalties for the fund years 2000 to 2003. The CRJs continued to focus on distributing royalty funds to copyright owners and to review procedural regulations

in order to streamline and standardize the CRJs' proceedings.

Fiscal 2014 Priority Activities

The Copyright Act (Title 17 U.S.C.) provides that the CRJs set royalty rates and terms. The terms for different categories of compulsory licenses are staggered; consequently, the CRJs initiate and resolve proceedings in most years for different licensors. In fiscal 2014, the CRJs will finalize rates for business establishment services' ephemeral licenses. The CRJs will also initiate rate proceedings for webcasters' licenses under sections 112 and 114 of the Act and commence rate proceedings for new subscription services. The CRJs engage in distribution proceedings on a continuing basis and will encourage and authorize as many distributions of royalties as possible. A major goal for the CRJs for fiscal 2014 is to become more efficient in case management by setting a case calendar at the outset of each proceeding, thus assuring that copyright owners receive a more timely payment of their royalty earnings. In fiscal 2014, the CRJs will also commence a regulatory review with an eye toward clarifying and streamlining settlement and litigation of Copyright Royalty Board (CRB) proceedings.

Fiscal 2015 Priority Activities

In fiscal 2015, the CRJs will initiate television retransmission royalty rate proceedings for the 2017-2021 term. During fiscal 2015, the CRJs will finalize royalty rates for Webcasters and "new subscription" Internet services for the 2016-2020 term. The CRJs will also conduct hearings as required to finalize distribution of

royalties on deposit relating to retransmission of television programming and music during the years 2004-2009 (cable retransmission) and 1999-2009 (satellite retransmission). The CRJs will continue to move forward the distribution proceedings for broadcast years 2010 and

afterward. During 2015, the CRJs plan to publish notice of rulemaking relating to improvement of litigation procedures to increase the efficiency of proceedings before the CRJs.



CONGRESSIONAL RESEARCH SERVICE,

SALARIES AND EXPENSES

Congressional Research Service, Salaries and Expenses Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 70,458	\$ 70,176	\$ 70,933	+ \$1,341	\$ 74,281	+ \$3,348	4.7%
11.3 Other than full-time permanent	1,343	1,272	1,200	0	1,233	+ 33	2.8%
11.5 Other personnel compensation	8	9	8	0	8	0	0.0%
11.5A Staff Awards	520	530	512	+ 88	616	+ 104	20.3%
12.1 Civilian personnel benefits	19,464	19,513	19,503	+ 750	20,872	+ 1,369	7.0%
13.0 Benefits for former personnel	15	12	15	0	15	0	0.0%
Total, Pay	\$ 91,808	\$ 91,512	\$ 92,171	+ \$2,179	\$ 97,025	+ \$4,854	5.3%
21.0 Travel & transportation of persons	100	81	180	0	184	+ 4	2.2%
23.3 Communication, utilities & misc charges	324	336	467	0	476	+ 9	1.9%
24.0 Printing & reproduction	16	11	28	0	28	0	0.0%
25.1 Advisory & associate services	171	231	625	450	178	447	-71.5%
25.2 Other services	1,881	2,081	2,269	200	2,108	161	-7.1%
25.3 Other purch of goods & services from gov acc	65	67	88	0	90	+ 2	2.3%
25.7 Operation & maintenance of equipment	1,210	1,226	1,580	0	1,758	+ 178	11.3%
26.0 Supplies & materials	3,207	3,302	3,396	0	3,481	+ 65	1.9%
31.0 Equipment	2,422	2,300	4,546	- 1,529	3,074	- 1,472	-32.4%
Total, Non-Pay	\$ 9,396	\$ 9,616	\$ 13,179	- \$2,179	\$ 11,367	-\$1,822	-13.8%
Total, Congressional Research Service	\$101,204	\$101,127	\$105,350	\$ 0	\$108,382	+ \$3,032	2.9%

Congressional Research Service, Salaries and Expenses
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	651	\$105,350
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		1,319
Annualization of January 2014 pay raise @ 1%		968
Within-grade increases		388
Total, Mandatory Pay and Related Costs	0	2,675
Price Level Changes		357
Program Increases	0	0
Net Increase/Decrease	0	\$ 3,032
Total Budget	651	\$108,382
Total Offsetting Collections	0	0
Total Appropriation	651	\$108,382

Congressional Research Service

CONGRESSIONAL RESEARCH SERVICE, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$108,382 million for the Congressional Research Service in fiscal 2015, an increase of \$3,032 million, or 2.9 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases. Also included is a request to realign \$2.179 million from non-pay to pay to cover the annualization in fiscal 2015 of hires occurring late in fiscal 2014.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
CRS	651	\$101,204	593	\$101,127	651	\$105,350	651	\$108,382	0	\$3,032	2.9%

PROGRAM OVERVIEW

The Congressional Research Service (CRS) provides the Congress with timely, objective, authoritative, and confidential research and analysis to support its legislative, oversight, and representational functions. Members of the House and Senate, personal office staff, and committee staff are the beneficiaries of CRS' efforts. During the 113th Congress, CRS served more than 15 thousand legislative branch clients.

CRS assists the Congress at every stage of the legislative process, from the early considerations that precede bill drafting to committee hearings and floor debates and the oversight of enacted laws. CRS prepares written Reports for Congress on major policy issues addressing the legislative agenda. Acting as a pooled staff resource, CRS experts also provide tailored, confidential memoranda, personalized briefings and consultations, expert testimony, seminars, and targeted materials in response to individual requests. CRS maintains a web site that provides Congress access to its reports, information resources, and the online "place a request" function.

Congress relies on CRS to marshal interdisciplinary resources, apply critical thinking, and create innovative frameworks to help legislators evaluate and develop sound legislative options and make decisions that will guide and shape present and future national policy.

Fiscal 2013 Priority Activities

CRS continued to support the full range of legislative issues and congressional needs with an expanding variety of products and services. Such innovations were achieved in the face of budget constraints that reduced CRS staff by an additional 10 positions over fiscal 2012's reduction of more than 40 positions and limited expenditures for

technology, staff development, and research materials. Budgetary pressures are particularly acute in the area of technology investment, as CRS must stay aligned with the tools and services available to its congressional clients and maintain relevance in a fast-moving environment.

An election year saw CRS host more than 60 percent of newly elected Members of the House at its New Member Seminar (NMS) in Williamsburg, Virginia. Issues previewed at the NMS – implementation of the Affordable Care Act, the budget and the economy, sequestration, turmoil in the Middle East, and immigration – occupied the time of CRS experts throughout the year. Multidisciplinary expertise also was applied to contentious issues that emerged late in the year, such as the debt ceiling, the looming government shutdown, revelations of NSA surveillance activities, and Syrian use of chemical weapons.

CRS enhanced the search functionality of its web site, enabling users to more quickly focus on relevant products, refine search results, and find CRS experts. Short video presentations were introduced on the site, introducing clients to the analysts and attorneys who work on relevant policy issues facing the Congress. There was continued growth in the use of personalization and subscription features and a revamping of the home page to ease navigation. Mobile access to the CRS web site also was improved, and work continues to enable client access to CRS material on all platforms available to congressional staff. Initial usage metrics indicate user satisfaction with these enhancements, and further exploitation of web analytics will ensure that CRS products and services align with client needs.

A beta version of a new legislative information system, Congress.gov, was launched, a Library-wide collaborative effort. Refinements will continue to be made to the site

with the public version (replacing THOMAS) expected in early fiscal 2014.

Fiscal 2014 Priority Activities

CRS will continue to focus on tailoring its products and services to the particular needs of its varied client base. New product formats will be utilized in order to increase timeliness and accessibility of CRS analysis and information. CRS plans to introduce the "Policy Insights" product which will provide brief policy analysis on issues developing in the Congress and across the world. Video products will be increased, and CRS will begin to provide training to congressional staff through online applications. The use of information graphics and interactive maps will enter development, further diversifying the CRS product line. Usage metrics will continue to be collected to gauge client use and preferences and improve management information systems reporting.

CRS will address gaps in expertise and expand analysts' portfolios and work more efficiently within limited resources. CRS will develop new, lower-cost positions in an effort to restructure its workforce to support analysts and researchers and to most effectively provide the products and services that clients demand. The information management infrastructure that supports the work of CRS will be examined with an eye to introducing efficiencies and utilizing the latest technological innovations to support analysts and information professionals.

CRS will continue to develop more effective outreach efforts to ensure that its products and services are aligned with client needs and the legislative agenda. Client

relationship management applications will be utilized to guide outreach, and there will be an emphasis on educating clients on the range of CRS products and services, gauging user satisfaction and more systematically gathering data on client needs. A web-based client survey is in the early stages of development and will provide additional information about client preferences concerning the delivery of information and analysis.

Fiscal 2015 Priority Activities

Working within a constrained budget environment, CRS will continue to tailor its products and services to meet the needs of its various congressional clients in the most efficient way possible. The CRS web site, the suite of research products, and the means of obtaining client feedback will be refined and improved. The proliferation of different devices from which congressional clients receive their information and communicate will require that CRS enable client access to its resources on multiple platforms and devices.

Hiring will continue to focus on analysts, research assistants, and information professionals with broad-based expertise and up-to-date technological knowledge. CRS will examine and restructure the composition of its workforce to achieve efficiencies.

CRS will continue to refine its outreach efforts to ensure that the Service remains a valued source of research and analysis to its clients. Members and their staffs have limited time to research and digest information and face a continually increasing number of sources. CRS will focus on responding to the challenges posed by this environment, keeping abreast of technology change and remaining the honest broker of information.



BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED, SALARIES AND EXPENSES

Books for the Blind and Physically Handicapped, Salaries and Expenses Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2013		Fiscal 2014 Execution Plan	Fiscal 2015 Base Realignment	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
	Spending Plan	Actual Obligations					
11.1 Full-time permanent	\$ 8,010	\$ 7,928	\$ 8,274	\$0	\$ 8,503	+ \$229	2.8%
11.3 Other than full-time permanent	314	359	350	0	360	+ 10	2.9%
11.5 Other personnel compensation	12	1	12	0	12	0	0.0%
11.5A Staff Awards	20	23	25	0	26	+ 1	4.0%
12.1 Civilian personnel benefits	2,219	2,212	2,238	0	2,310	+ 72	3.2%
13.0 Benefits for former personnel	2	11	7	0	7	0	0.0%
Total, Pay	\$10,577	\$10,534	\$10,906	\$0	\$11,218	+ \$312	2.9%
21.0 Travel & transportation of persons	278	186	268	0	273	+ 5	1.9%
22.0 Transportation of things	42	42	45	0	46	+ 1	2.2%
23.1 Rental payments to GSA	2,143	1,144	1,959	0	1,890	69	-3.5%
23.3 Communication, utilities & misc charges	94	1,089	341	0	348	+ 7	2.1%
24.0 Printing & reproduction	845	808	1,003	0	1,022	+ 19	1.9%
25.1 Advisory & associate services	1,200	882	1,286	0	1,310	+ 24	1.9%
25.2 Other services	5,426	5,177	5,496	0	5,600	+ 104	1.9%
25.3 Other purch of goods & services from gov acc	68	67	68	0	72	+ 4	5.9%
25.4 Operation & maintenance of facilities	25	22	20	0	20	0	0.0%
25.5 Research and Development Contracts	135	27	615	0	627	+ 12	2.0%
25.7 Operation & maintenance of equipment	41	29	36	0	37	+ 1	2.8%
25.8 Subsistence and Support of Persons	23	10	78	0	80	+ 2	2.6%
26.0 Supplies & materials	190	126	252	0	256	+ 4	1.6%
31.0 Equipment	26,937	27,434	27,377	0	27,897	+ 520	1.9%
Total, Non-Pay	\$37,447	\$37,043	\$38,844	\$0	\$39,478	+ \$634	1.6%
Total, BBPH, S&E	\$48,024	\$47,577	\$49,750	\$0	\$50,696	+ \$946	1.9%

Books for the Blind and Physically Handicapped, S&E
Analysis of Change
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Fiscal 2014 Execution Plan Per Enacted Bill P.L. 113-76	128	\$49,750
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2015 @ 1.8%		154
Annualization of April 2014 pay raise @ 1%		113
Within-grade increases		45
Total, Mandatory Pay and Related Costs	0	312
Price Level Changes		634
Program Increases	0	0
Net Increase/Decrease	0	\$ 946
Total Budget	128	\$50,696
Total Offsetting Collections	0	0
Total Appropriation	128	\$50,696

Books for the Blind and Physically Handicapped

BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED, SALARIES AND EXPENSES

FISCAL 2015 BUDGET REQUEST

The Library is requesting a total of \$50.696 million for the National Library Service for the Blind and Physically Handicapped in fiscal 2015, an increase of \$0.946 million, or 1.9 percent, over fiscal 2014. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2013				Fiscal 2014 Execution Plan		Fiscal 2015 Request		Fiscal 2014/2015 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
BBPH	128	\$48,024	101	\$47,577	128	\$49,750	128	\$50,696	0	\$946	1.9%

PROGRAM OVERVIEW

The Library of Congress, as directed by 2 U.S.C 135a-135b as amended, administers a free national reading program for residents of the United States and for U.S. citizens living abroad who cannot use standard print materials because of blindness and visual, physical, or other disabilities. This is the only public library service that is available to these patrons. The National Library Service for the Blind and Physically Handicapped (NLS) directs the production of books and magazines in braille and recorded formats as well as specially designed audio playback equipment. It also manages the distribution of these materials through a network of 56 regional libraries, 39 subregional libraries, and 14 advisory and outreach centers throughout the United States. The network serves an estimated 634 thousand individual readers through more than 900 thousand reader accounts and circulates more than 25 million books and magazines annually. The NLS staff is comprised of librarians, engineers, technical specialists, and support personnel and includes temporary and intermittent employees in addition to full-time employees.

Fiscal 2013 Priority Activities

NLS analyzed the demographic survey initiated in fiscal 2012 to gain a better understanding of the needs of its user communities. Based on the results of the study and planning conducted in fiscal 2012, NLS began an evaluation of the books-on-demand duplication services project. NLS achieved the targets for book production of contracting for up to 700 copies each of 2,100 new digital talking books and up to 45 copies each of 500 braille titles. NLS contracted for the conversion to digital of 4,800 legacy titles from analog cassettes. The conversion of the magazine program from cassette to digital distribution was accomplished, with approximately 50 magazine titles now being distributed exclusively in

digital format. NLS also implemented a limited program for the recycling and reuse of flash memory cartridges. In addition, NLS participated in an international braille literacy initiative and began the migration of two critical software applications to a more current, efficient, and integrated platform. Enhancements to the Braille Audio and Reading Download (BARD), the online book and magazine distribution system, were introduced, including options for additional content and services. NLS also launched the BARD Mobile app, which allows registered patrons to download materials from BARD using their mobile devices. NLS also worked on development of a comparable application for Android devices. These devices are expected to constitute a small but growing segment of book circulation. NLS worked to develop partnerships with other organizations to share products and services. The obsolescence of some parts in the digital talking-book machine, which was designed in 2005, necessitates a design update. The design update was postponed in fiscal 2013 for reasons of funding and procurement lead time.

Fiscal 2014 Priority Activities

NLS will make use of the information gathered in the demographic survey to identify individuals, groups, and institutions for further outreach efforts. A public education strategic plan will be developed to address the targets with implementation planned for fiscal 2015. Targets for book production remain unchanged from fiscal 2013, to contract for the production of 2,100 audio titles and 500 braille titles. The number of copies, however, is dependent upon funding. The conversion of the legacy catalog of analog titles also will continue. NLS will work to further refine the program for recycling and reuse to improve turnover time and recovery rates. The design update of the digital talking book player, postponed in fiscal 2013 because of funding limitations, will commence. Work will continue on making program

offerings accessible through a variety of formats, including BARD downloads over the Internet and newly developed accessibility on iOS and Android-based tablets and smart phones. NLS will complete the conversion of the data systems which collect information from the network of cooperating libraries and identify additional legacy software systems for upgrades and conversion to modern platforms and technologies. NLS also will complete the research and development of duplication on demand systems to supplement hard-copy distribution of audio and braille materials, and will incorporate more commercially recorded audio titles and those produced by network library recording studios into the BARD system. NLS will begin developing specifications for a refreshable braille reading device and develop revised specifications for braille certification, formats, and production. NLS also will begin the process of assessing the state of the organization and evaluating possibilities for reorganization. NLS will complete development of a software tool for the production of digital talking books. The new tool will serve as a replacement for the low complexity mastering system that is no longer supported.

Fiscal 2015 Priority Activities

NLS will use the information gathered from the demographic survey to implement the strategic public education plan developed in fiscal 2014. The plan will provide leadership to the network of cooperating libraries

in reaching target audiences through the use of branding techniques and partnerships with organizations engaging similar constituencies. The targets for braille and audio production will remain unchanged from fiscal 2014, with the goals of contracting for 2,100 audio titles and 500 braille titles. The conversion of legacy titles will continue. NLS will continue to test, and if feasible, implement duplication on demand strategies for audio and braille materials to supplement traditional circulation. NLS will create specifications and begin prototyping the next generation of NLS playback systems. NLS also will explore the addition of text-to-speech sections to some publications. An application similar to BARD Mobile for iPhone and related devices is expected to be available for use on devices using the Android operating system. NLS will continue the cartridge and container recovery and recycling program, increasing volume and capacity. The use of commercial audio sources for additional titles will be pursued and expanded. With the completion of the migration from Comprehensive Mailing List System and Blind and Physically Handicapped Inventory Control System to the Patron Information Machine Maintenance System, NLS will begin exploring upgrades to the Production Inventory Control System. Finally, NLS will investigate the possibility of hosting the BARD application in the cloud. Depending on the results of the work in fiscal 2014, NLS will evaluate the prospects for production of a refreshable braille device.



REIMBURSABLE FUNDS

Reimbursable Funds Summary by Object Class (Dollars in Thousands)

Object Class	Fiscal 2013 Actual Obligations	Fiscal 2014 Enacted	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
11.1 Full-Time Permanent	\$ 15	\$ 50	\$ 50	0	0.0%
11.3 Other than Full-Time Permanent	13	11	11	0	0.0%
11.5 Other Personnel Compensation	13	20	20	0	0.0%
12.1 Civilian Personnel Benefits	6	4	4	0	0.0%
Total Pay	\$ 47	\$ 85	\$ 85	0	0.0%
21.0 Travel and Transportation of Persons	14	114	114	0	0.0%
22.0 Transportation of Things	2	0	0	0	0.0%
24.0 Printing and Reproduction	8	5	5	0	0.0%
25.1 Advisory and Assistance Services	439	800	800	0	0.0%
25.2 Other Services	232	300	300	0	0.0%
25.3 Other Purch of gds & services from gov acc	120	614	614	0	0.0%
25.4 Operation and Maintenance of Facilities	12	0	0	0	0.0%
25.7 Operation and Maintenance of Equipment	50	25	25	0	0.0%
25.8 Subsistence & Support of Persons	4	0	0	0	0.0%
26.0 Supplies and Materials	13	36	36	0	0.0%
31.0 Equipment	192	321	321	0	0.0%
41.0 Grants, Subsidies, & Contributions	568	200	200	0	0.0%
44.0 Refunds	8	0	0	0	0.0%
Total Non-Pay	\$1,662	\$2,415	\$2,415	0	0.0%
Total, Obligational Authority	\$1,709	\$2,500	\$2,500	\$0	0.0%

**Reimbursable Funds
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Obligational Authority, Fiscal 2014 Base	4	\$2,500
Program/Project/Activity Increases/Decreases	0	0
Total Obligational Authority, Fiscal 2015	4	\$2,500

Overview

Under authority of the Economy Act (31 U.S.C. 1535-1536), the Library provides reimbursable services to other federal government agencies when it is determined by both parties that the Library can provide the service in a more economical and cost-effective manner. In each instance, the Library and the customer enter into an interagency agreement which sets forth the scope and cost

of the service. Funds are transferred from the customer agency and credited to the Library's accounts to pay for all of the direct and indirect costs. Any funds transferred to the Library in excess of the actual costs are returned to the customer-agency at the end of the performance period.

Obligational Authority

In fiscal 2015, the Library is requesting obligational authority of **\$2.5 million** for its reimbursable program. The requested authority is for the Library's interagency agreements.

The Library's interagency reimbursable customers include:

- **The Congressional Budget Office and the Office of Compliance** – The Library provides financial management support, data warehousing, and centralized computer processing services from the Library's support organizations.
- **The Open World Leadership Center Trust Fund** – The Library provides financial management support, data warehousing, legal assistance, event planning, administrative support, and centralized computer processing services from the Library's support organizations.
- **The Department of Homeland Security** – The Library provides for legal research, opinions, and advisory support from the Law Library of Congress.
- **The U.S. Capitol Police** – The Library provides financial and asset management support, data warehousing, and centralized computer processing services from the Library's support organizations.
- **The National Endowment for the Humanities, Institute of Museum and Library Services, and National Endowment for the Arts** – The Library provides support and promotes the participation of these and other government agencies in the annual National Book Festival event spearheaded by the Library of Congress.



REVOLVING FUNDS

Revolving Funds Summary by Object Class (Dollars in Thousands)

Object Class	Fiscal 2013 Actual Obligations	Fiscal 2014 Enacted	Fiscal 2015 Request	Fiscal 2014/2015 Net Change	Percent Change
11.1 Full-Time Permanent	\$ 7,193	\$ 10,290	\$ 10,407	+ \$ 117	1.1%
11.3 Other than Full-Time Permanent	207	354	436	+ 82	23.2%
11.5 Other Personnel Compensation	357	599	548	53	8.8%
12.1 Civilian Personnel Benefits	2,084	3,227	3,240	+ 13	0.4%
Total Pay	\$ 9,841	\$ 14,470	\$ 14,629	+ \$ 159	1.1%
21.0 Travel and Transportation of Persons	97	438	437	1	0.2%
22.0 Transportation of Things	507	581	535	46	7.9%
23.3 Communication, Utilities, & Misc Charges	265	555	554	1	0.2%
24.0 Printing and Reproduction	209	844	773	71	8.4%
25.1 Advisory and Assistance Services	1,395	2,287	2,203	84	3.7%
25.2 Other Services	48,829	89,858	102,790	+ 12,932	14.4%
25.3 Other Purch of gds & services from gov acc	2,073	3,127	3,101	26	0.8%
25.5 Research and Development of Contracts	0	0	5	+ 5	0.0%
25.7 Operation and Maintenance of Equipment	174	300	209	91	- 30.3%
25.8 Subsistence and Support of Persons	0	2	2	0	0.0%
26.0 Supplies and Materials	1,049	1,650	1,572	- 78	4.7%
31.0 Equipment	28,998	68,891	73,673	+ 4,782	6.9%
41.0 Grants, Subsidies, and Contributions	1	0	1	+ 1	0.0%
44.0 Refunds	182	76	73	- 3	3.9%
94.0 Financial Transfers	0	0	0	0	0.0%
Total Non-Pay	\$83,779	\$168,609	\$185,928	+ \$17,319	10.3%
Total, Obligational Authority	\$93,620	\$183,079	\$200,557	+ \$17,478	9.5%

Revolving Funds Analysis of Change (Dollars in Thousands)

	Fiscal 2015 Agency Request	
	FTE	Amount
Obligational Authority, Fiscal 2014 Base	105	\$183,079
Mandatory Pay and Related Costs	0	159
Program/Project/Activity Increases/Decreases	2	17,319
Net Increase/Decrease	2	\$ 17,478
Total Obligational Authority, Fiscal 2015	107	\$200,557

Overview

The Library of Congress administers several revolving fund activities under the authority of 2 U.S.C. §§ 182a – 182c, 20 U.S.C. § 2106(a)(2) and 2 U.S.C. § 160. These activities support the acquisition of library materials, preservation and duplication of the Library's audio-visual collections, special events and programs, classification editorial work, research and analysis, and retail sales. All of these activities further the work of the Library and its services to its customers and the general public.

In fiscal 2015, total obligational authority of **\$200.557 million** is requested for the Library's revolving fund programs, a net increase of \$17.478 million over fiscal 2014. This reflects a net increase of \$.159 million in pay and a net increase of \$17.319 million in non-pay.

The net program increase is linked primarily to a projected increase in demand by federal customers for FEDLINK database, books, and procurement services.

Obligational Authority

Obligational authority is requested as follows:

2 U.S.C. 182

- The Cooperative Acquisitions Program secures hard-to-acquire research materials on behalf of participating U.S. research libraries. These materials are obtained by the Library's six overseas offices, which purchase additional copies of items selected for the Library's own collections based on the individual subject and language profiles supplied by the participating institutions. Each program participant pays for the cost of the publications, shipping, binding, and a surcharge that recovers the Library's administrative costs of providing this service. Materials are acquired from 72 countries on behalf of more than 100 research institutions. Approximately 370 thousand pieces were acquired through this program in fiscal 2013. In fiscal 2015, the Library is requesting obligational authority of **\$6.125 million** for the Cooperative Acquisitions Program.

2 U.S.C. 182a

- The Duplication Services Revolving Fund provides preservation, duplication, and delivery services for the Library's audio-visual collections, including motion pictures, videotapes, sound recordings, and radio and television broadcasts. The fund is associated with the expanded service capabilities of the Packard Campus of the Library's National Audio-Visual Conservation Center in Culpeper, VA, and provides a range of audio-visual preservation and access services to other archives, libraries, and industry constituents in the public and private and sectors. In fiscal 2015, the Library is requesting obligational authority of **\$269 thousand** for the activities of the Duplication Services Revolving Fund.

2 U.S.C. 182b

- The Decimal Classification Development Program finances editorial work performed by the Dewey Section within the Acquisitions and

Bibliographic Access Directorate, which produces and maintains editions of the Dewey Decimal Classification (DDC) in printed and electronic formats, and other related Dewey products. In fiscal 2015, the Library is requesting obligational authority of **\$291 thousand** for Decimal Classification editorial activities.

- Gift Shop Operations supports retail sales activities of the Library. In fiscal 2015, the Library is requesting obligational authority of **\$2.785 million** for retail sales.
- Document Reproduction and Microfilm Services provides preservation microfilming services for the Library's collections. It also provides photocopy, microfilm, photographic, and digital services to other libraries, research institutions, government agencies, and individuals in the United States and internationally. In fiscal 2015, the Library is requesting obligational authority of **\$2.562 million** for these activities.
- The Office of Special Events and Public Programs Revolving Fund (OSEPP) supports staff salaries and benefits and other costs associated with the coordination of Congressional, outside organization, and Library-sponsored events, such as the annual National Book Festival Gala, meetings of the James Madison Council, the American Society of Composers, Authors and Publishers (ASCAP) eEvent, the Kluge Center Scholarly Programs, Exhibition Opening eEvents, the Congressional Dialogues Series on Great Presidents, and the award ceremony for the Gershwin Prize in Popular Music. In fiscal 2015, the Library is requesting obligational authority of **\$3.104 million** for Library of Congress special events and public programs.

2 U.S.C.182c

- The Federal Library and Information Network (FEDLINK) supports more than 1,200 federal offices, providing cost-effective training and a centralized procurement process for the acquisition of books, library support services, serials, and computer-based information retrieval services. The consolidated purchasing power permits the Library to negotiate economical contracts with more than 130 vendors. In fiscal 2015, the Library is requesting obligational authority of **\$178.470 million** for the FEDLINK program.

- The Federal Research Program (FRP) provides customized research reports, translations, and analytical studies for entities of the Federal Government and the District of Columbia on a cost-recovery basis. The products derived from these services make the Library's vast collections available to analysts and policy makers throughout the Federal and District of Columbia governments, maximizing the utility of the collections through the language and area expertise of the FRP staff. In fiscal 2015, the Library is requesting obligational authority of **\$6.717 million** for FRP.

20 U.S.C. 2106

- The Elizabeth Hamer Kegan Fund promotes the activities of the American Folklife Center through publication and/or distribution of folklife-related publications, recordings, crafts and art objects. In fiscal 2015, the Library is requesting obligational authority of **\$5 thousand** for the Center's activities.

2 U.S.C. 160

- The Traveling Exhibition Fund supports the loan and display of select, major exhibitions, prepared by the Library, to municipal and private museums and cultural institutions throughout the world. In fiscal 2015, the Library is requesting obligational authority of **\$54 thousand** for these touring exhibition activities.
- The Verner Clapp Publishing Fund sells facsimiles of historic and rare materials from the Library's collections and publishes books, pamphlets, and related items, also based on the Library's collections. In fiscal 2015, the Library is requesting obligational authority of **\$135 thousand** for the publishing program.
- The Cafritz Foundation Scholarly Activities Fund covers expenses related to the publication of the Library's exhibit catalogs, posters, and related materials. In fiscal 2015, the Library is requesting obligational authority of **\$5 thousand** for publication activities.
- The DaCapo Fund supports publications, concerts, lectures, and other special projects, using the Music Division's collections. In fiscal 2015, the Library is requesting obligational authority of **\$36 thousand** for Music Division activities.



LIBRARY OF CONGRESS FISCAL 2015 APPROPRIATION LANGUAGE

A. Administrative Provisions

1. Section 1101 – Obligational authority for Reimbursable and Revolving Fund Activities

Under 2 U.S.C. 132a-1 obligations for any reimbursable and revolving fund activities performed by the Library of Congress are limited to the amounts provided in appropriation Acts. The Library requests obligational authority, consistent with this provision:

Reimbursable Funds	\$ 2,500,000
Revolving Funds	\$200,558,000

Further justification of these amounts is provided in the Reimbursable and Revolving Fund sections of this document.

The following is the proposed administrative provision:

REIMBURSABLE AND REVOLVING FUND ACTIVITIES

SEC. 1101. (a) IN GENERAL.—For fiscal year 2015, the obligational authority of the Library of Congress for the activities described in subsection (b) may not exceed \$203,058,000.

(b) ACTIVITIES.—The activities referred to in subsection (a) are reimbursable and revolving fund activities that are funded from sources other than appropriations to the Library in appropriations Acts for the legislative branch.

B. Appropriation Language

1. The Library of Congress, Salaries and Expenses appropriation language changes:

For necessary expenses of the Library of Congress not otherwise provided for...\$420,852,000 of which no more than \$6,000,000 shall be derived from collections credited to this appropriation...not more than \$350,000 shall be derived from collections during fiscal year 2015 and shall remain available until expended...

Provided further, That of the total amount available for obligation shall be reduced by the amount by which collections are less than \$6,350,0000...

Provided further, That of the total amount appropriated, \$7,271,000 shall remain available until expended for the digital collections and educational curricula program....

2. The Library of Congress, Copyright Office Salaries and Expenses appropriation language changes:

For necessary expenses of the Copyright Office, \$53,068,000, of which not more than \$27,971,000, to remain available until expended, shall be derived from collections during fiscal year 2015...

Provided further, That not more than \$5,230,000 shall be derived from collections during fiscal year 2015...

Provided further, That the total amount available for obligation shall be reduced by the amount by which collections are less than \$33,582,000...

Provided further, That not more than \$6,791 may be expended, on the certification of the Librarian of Congress, in connection with official representation and reception expenses for activities of the International Copyright Institute and for copyright delegations, visitors, and seminars:...

3. The Library of Congress, Congressional Research Service Salaries and Expenses appropriation language changes:

For necessary expenses to carry out the provisions of section 203 of the Legislative Reorganization Act of 1946 (2 U.S.C. 166)...\$108,382,000...

4. The Library of Congress, Books for the Blind and Physically Handicapped Salaries and Expenses appropriation language changes:

For salaries and expenses to carry out the Act of March 3, 1931 (chapter 400; 46 Stat. 1487; 2 U.S.C. 135a), \$50,696,000...



APPENDICES

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APPENDIX A: American Folklife Center, Veterans History Project, and Civil Rights History Project

American Folklife Center

The Library of Congress' American Folklife Center (AFC), created by an Act of Congress in 1976 to "preserve and present American folklife," collects, safeguards, and provides access to the unparalleled collections of the Archive of Folk Culture. The collections in the AFC's Archive of Folk Culture contain one-of-a-kind documentation of traditional cultural expressions that date from the end of the nineteenth century through the present. These collections preserve for future researchers a record of the folklife, cultural expressions, traditional arts, and oral histories of Americans and of our global neighbors.

In fiscal 2013, AFC acquired over 130,089 items comprising 55 new collections and additions to existing collections documenting expressive culture in the United States and around the world. Collection highlights include:

- The National Council for the Traditional Arts Collection of recordings of traditional music and related manuscripts. (8,827 items.) The StoryCorps Collection of interviews recorded in New York City and various locations around the U.S., with digital photographs of the participants. (48,342 items.) The Michael Ford Collection of Documentary Materials for the Film "Homeplace." The collection includes sound recordings, slides, and manuscripts, documenting music, farming traditions, blacksmithing, molasses-making and other aspects of community life in LaFayette, Marshall, Tate, and Panola Counties, Mississippi, during the early 1970s. (Approximately 3,000 items.)

The Elwell-Sutton collection of Persian folktales which includes sound recordings and related notes of Persian folktales collected by Laurence Paul Elwell-Sutton in Iran during the 1960s and 1970s. (Approximately 30 hours of recordings and related notes, 132 items.) AFC connected users to its collections through its Facebook page, Library of Congress blogs, more than 20 new webcasts, a regular feature on the Bob Edwards Show on Sirius XM Radio, a series of podcasts, and extensive participation in *The Library of Congress Celebrates the Songs of America: a Digital Resource*. The AFC and the Veterans History Project (VHP) attracted 6.5 million "page views" on the Library of Congress web site.

AFC participated in the National Book Festival and produced or collaborated on twenty public programs including:

- Seven concerts in the Homegrown series
- Ten lectures in the Benjamin Botkin series
- One two-day symposium focusing on Cultural Heritage Archives
- Two co-sponsored events with outside organizations.

In fiscal 2013, AFC provided fellowships to 14 researchers. These included Archie Green Fellowships, which are given for documenting occupational culture in contemporary America, and which were awarded to two individual researchers and two teams in fiscal 2013. AFC also awarded Gerald E. and Corinne L. Parsons Fund for Ethnography Fellowships, which make available collections of primary ethnographic materials housed at the Library of Congress, to three researchers. Finally, AFC awarded two researchers Blanton Owen Fund awards, which support ethnographic field research in the United States with emphasis on younger scholars.

The AFC continued to be a leader in international discussions concerning intangible cultural heritage and traditional knowledge, participating in international policy forums in China and the United States, as well as meetings of the United Nations Educational, Scientific and Cultural Organization, the World Intellectual Property Organization, and the Organization of American States. The AFC's Field School for Cultural Documentation was held at George Mason University (GMU) in Fairfax, Virginia, in collaboration with GMU's folklore program, providing training in documentary methods for graduate and undergraduate students. AFC also was one of the Library's divisions that hosted the second Washington, D.C. area *Breath of Life Archival Institute for Indigenous Languages*, together with the Smithsonian's *Recovering Voices* program, the National Museum of the American Indian, and the National Anthropological Archive.

AFC also continued its work on both the Veterans History Project and the Civil Rights History Project. The latter is a collaborative project with the Smithsonian Institution's National Museum of African American History and Culture.

Veterans History Project

During fiscal 2013, the Library of Congress Veterans History Project (VHP) of the American Folklife Center continued to meet its Congressional mandate of collecting, preserving, and making accessible the wartime memories of America's veterans.

VHP continued making strides in its mission to collect and preserve the stories of our nation's veterans, acquiring 5,603 collections (23,947 items) in fiscal 2013. The VHP public database provides access to information on all processed collections. Fully digitized collections are available on any computer with Internet access through the Library's web site. The collections now number over 12,500. VHP's processing of submitted materials made collections accessible within four to six months of receipt. VHP staff created approximately 5,600 records in the database during fiscal 2013.

Through an active national outreach effort to volunteer organizations, institutions, and individuals, VHP gained new participants through public events, presentations, workshops, and media accounts. VHP continued to leverage its outreach to veterans based on the convergence of commemorations of the Korean War's 60th Anniversary, the Vietnam War's 50th Anniversary, and the 70th Anniversary of significant World War II events. Efforts also continued to influence participation in both secondary schools and higher education institutions. VHP staff added three new installments to the *Experiencing War* series on the VHP web site, supported 75 researchers through service of 1,275 collections on a wide variety of subject matter, responded to more than 1,200 public inquiries, and provided assistance to veteran family members.

VHP staff presented or participated in programs or events with educational institutions, libraries, professional organizations, communities, federal agencies, and veterans groups, including the Ford's Theater *Lincoln Legacy* lecture series and conferences such as the Society for History in Federal Government, the National Archives, and Oral History in the Mid-Atlantic Region. VHP staff worked with the National Hospice & Palliative Care Association and U.S. Department of Veterans Affairs to encourage VHP participation among hospices. VHP also remained focused on assuring the diversity of the collection by encouraging increased participation by women, African-Americans, and Hispanics.

VHP staff provided project planning assistance to a broad range of organizations and institutions interested in developing documentation projects of veterans history, including the StoryCorps *Military Voices Initiative*, the

Oral History Association, the National Court Reporters Association, Vietnam Veterans Memorial Foundation, American Red Cross, Korean War Veterans Digital Memorial Foundation, U.S. Department of Health and Human Services, U.S. Department of Defense Commemorative Commission, American Veterans Center, and Daughters of the American Revolution. Of note were VHP staff presentations to faculty and students at Arizona State University, American University, George Washington University, and Catholic University.

VHP sought out collaborations with other Library of Congress divisions and programs and contributed significantly to the American Library Association/ Library of Congress Preservation Week activities. Other collaborative activities included presentations through the Summer Teacher Institute, Interpretive Program Office exhibits, the Library Archive Forum, the Preservation Division, and the National Book Festival. VHP staff also continued to help staff the American Folklife Center Reading Room.

VHP's work continued to be highlighted on-air and print media, including a story on the CBS Evening News, a VHP Memorial Day Radio Media Tour, and numerous local newspapers and TV news reports. A VHP public service announcement and pre-packaged newspaper article were circulated through the North American Precise Service to numerous media markets nation wide.

Working with nearly two hundred Congressional offices, VHP provided in-office briefings to Congressional staff, training sessions for volunteers, video teleconferences, and support for commemorative submission events. VHP conducted its annual congressional staff briefing and provided reference services to Congressional offices for speeches and other communications tools.

Civil Rights History Project

On May 12, 2009, President Obama signed The Civil Rights History Project Act of 2009. This law directs the Library of Congress and the Smithsonian Institution's National Museum of African American History and Culture to conduct a survey of existing oral history collections with relevance to the Civil Rights Movement, and to record new interviews with people who participated in the Movement. The project's accomplishments through fiscal 2013 include:

- Maintaining the existing web portal that provides public access to detailed information about extant recorded interviews with participants in the Civil Rights Movements, housed in more than 1,200 archives, libraries, museums, and other repositories around the country.

- Receiving, processing, and preserving more than 100 new interviews recorded in high-definition video with Movement participants generated by the Project.
- Providing technical assistance to the project's interview team.
- Working with other divisions of the Library to identify Civil Rights-era materials in the Library's holdings in order to digitize and provide access to previously inaccessible collections.
- Collaborating with other divisions in the Library to provide materials and expertise for public programs and exhibits related to the 50th anniversary of the March on Washington. For the project, AFC also developed and launched an innovative web-based collaborative cataloging tool and database that allows its partners to provide the Library with descriptive information about the interviews from off-site locations.



APPENDIX B: Overseas Offices, Cooperative Acquisitions Program

Overseas Offices, Cooperative Acquisitions Program

The Library of Congress operates overseas field offices in Egypt (Cairo), Pakistan (Islamabad), Indonesia (Jakarta), Kenya (Nairobi), India (New Delhi), and Brazil (Rio de Janeiro). These regional offices acquire, catalog, and preserve publications from regions around the world where conventional acquisitions methods are inadequate. They perform these functions directly for the Library of Congress and for research and academic libraries in the United States and other countries through the Library's Cooperative Acquisitions Program (CAP). Together the Library's overseas offices cover 58 Asian, African, Middle Eastern, and South American countries.

The overseas offices have established direct communications over the years with select Congressional staff and units that support Congressional needs for immediate information from the areas of the world where the offices are located. These submissions of information include daily news summaries from local media and nongovernment organizations, translations of contemporary reports, and data related to countries and areas of interest to the Congress. Beyond providing information directly to Congressional offices and operations that support them, the offices also supply contemporaneous information to the Congressional Research Service, Law Library, and Federal Research Division. Feedback from these Capitol Hill partners has enabled the field offices to develop tighter selection parameters for the materials acquired for the Library that better meet the needs of Congress.

Fiscal 2013 statistics representing the work of the six offices are as follows:

- Acquired 61,172 books for the Library of Congress
- Acquired 115,385 books for CAP participants
- Acquired 124,788 serials and newspaper issues for the Library of Congress
- Acquired 119,566 serials and newspaper issues for CAP participants
- Created or upgraded 41,437 bibliographic records for the Library and CAP participants.

While managed centrally by the Library Services Acquisitions and Bibliographic Services directorate, each of the overseas offices has a unique, regionally-based focus and specific areas of specialization and accomplishment, as described below.

Cairo, Egypt, Field Office

The Library of Congress office in Cairo, Egypt, was established in 1962 and functions as a regional center for processing materials acquired from countries in the regions of the Middle East and North Africa. Countries covered are Algeria, Bahrain, Egypt, Gaza, Iraq, Jordan, Kuwait, Lebanon, Libya, Mauritania, Morocco, Oman, Qatar, Saudi Arabia, Sudan, Syria, Tunisia, Turkey, United Arab Emirates, West Bank, and Yemen. Political unrest, censorship, war, poverty, and a general lack of standards in publishing regularly challenge the office as staff carry out its mission. In addition to collecting for the Library, the Cairo office collects materials for the 45 research libraries participating in the office's Middle East Cooperative Acquisitions Program (MECAP).

The office acquires recently published books on all subjects as well as materials in other formats, such as maps, DVDs, and CDs. In addition to Arabic, other languages that the office covers include Turkish, Kurdish, and Armenian. Materials are selected for the quality of scholarship, importance of subject, and extent to which the titles add to the knowledge of a subject or an event. The office collects government documents, noncommercial publications, newspapers, magazines, and academic journals. These materials provide the Congress, researchers, and faculty of the MECAP research libraries with vital primary and secondary research material to enable them to better understand the history, politics, and culture of these countries.

In addition to site visits and acquisitions travel, the office uses an extensive network of vendors and representatives to acquire materials from the countries it covers. With a staff of 35 including its American director, the office processes and catalogs materials acquired before sending them to Washington, D.C. and the 45 MECAP participants.

The office's accomplishments over the past year were notable in light of the political and security issues affecting Egypt. Demonstrations and protests in the vicinity of the office disrupted working hours and staff members' ability to be present at the Cairo Book Fair in January 2013. The office was closed for two weeks and several days following the removal of President Mohammed Morsi. The director and other American staff at the U.S. Embassy were placed by the State Department on ordered departure due to the deteriorating conditions in the country. In spite of these challenges, the office's foreign service national staff made productive acquisition trips to Jordan, Kuwait, Turkey, and other countries and engaged with its representatives to enhance the acquisition of books and serials from Yemen. The office was able to establish good contacts with the U.S. Consulate in Juba, South Sudan, to acquire publications from this new country. Staff sent news summaries and other critical reports from Egypt and other countries in the Middle East and North Africa region, a total of 3,768 pieces of mail. The Cairo Office worked along with their counterparts in New Delhi, Islamabad, and Jakarta to contribute to the Islamabad-led "Changing Political Islam: Islamic Political Parties and Islamist Organizations" web harvesting initiative, capturing a snapshot of these organizations during a turbulent period of time. Catalogers completed phase one of Resource Description and Access (RDA) cataloging rules training. By the summer of 2013, the majority of staff was able to apply these rules in their work independently without needing further review from Washington, thus creating cataloging efficiencies for the Library.

Islamabad, Pakistan, Field Office

The Library of Congress office in Pakistan was established in 1962 in Karachi, Pakistan, and in 1995 the office shifted operations to Pakistan's capital, Islamabad. The office serves as a regional center for processing materials acquired from Pakistan, Afghanistan, Iran, and non-commercial materials from Tajikistan. Political unrest, censorship, war, poverty, and a general lack of standards in publishing regularly challenge the office as staff carry out the mission to collect and preserve resources. The office serves the nation through Cooperative Acquisition Program (CAP), presently serving 43 research libraries.

The office acquires newly published books and journals on all subjects and formats, including maps, DVDs, and CDs. In fiscal 2013, the office added electronic resources to the formats it actively acquires and catalogs. Expert librarians direct the acquisitions effort, using acquisition trips as well as an extensive network of vendors to acquire materials. In addition to English, the office acquires

materials in Urdu, Punjabi, Pushto, Sindhi, Persian, Balochi, Seraiki, Brahui, Kashmiri, Hindko, Khovar, Gujuri, Burushaski, and Kalami. A staff of 29, including its American director, is responsible for all aspects of this active program.

The office selects materials based on the quality of scholarship, importance of subject, and extent to which the titles add to the knowledge of a subject or an event. The office collects government documents, non-commercial publications, newspapers, magazines, and academic journals. These materials provide the Congress, researchers, and faculties of CAP research institutions with vital primary and secondary research material to enable them to better understand the history, politics, and culture of these countries. Over the past few years, the office has collected an in-depth array of religious materials of interest to scholars and analysts seeking a better understanding of the religious-political-regional landscape. All materials are cataloged directly into the Library's system, saving significant resources.

Jakarta, Indonesia, Field Office

The Library of Congress office in Jakarta, Indonesia, celebrated 50 years of operation, having opened in 1963. The office, staffed by 48 employees including an American director, acquires and provides bibliographic records for a hybrid analog and digital collection and provides regional current awareness updates to congressional offices. With representative offices in Bangkok, Kuala Lumpur, Manila, and Yangon (Rangoon), the Jakarta office is responsible for bibliographic control and the acquisition of research materials for the Library and 39 research libraries in Asia, Europe, and North America in the Southeast Asia Cooperative Acquisitions Program (CAPSEA). The total number of analog pieces being acquired has continued to decline, necessitating additional effort in acquiring and/or accessing digital data. Digital communication has permitted the office to expand its efforts to reach out directly to academic and congressional end users, updating them about new research from the region.

The region is a major source for international business, scientific, and technical information and is one of the world's biodiversity treasures. Noncommercial materials without clear pricing represent a significant percentage of what the office collects, materials that can only be acquired by visiting, physically and virtually, government and non-profit organizations and provincial centers and adjacent countries.

Jakarta is the only office to have a digital unit, and one of two overseas offices that has a preservation microfilming operation. Under the U.S. House Democracy Project,

the office continued to provide timely information to Timor Leste (East Timor) and Indonesia on strengthening their parliamentary information systems, working with embassy colleagues. This effort enables the office to integrate digital technology into the core operations while providing current regional information to congressional offices, Congressional Research Service, and Federal Research Division staff.

The Jakarta office increased its efforts to acquire digital data as well as to carry out digital reformatting projects in 2013. The Department of State, in particular the Embassy in Jakarta, has encouraged interagency cooperation, and the office has undertaken additional joint projects with executive agencies. The office has become stricter in its selection of printed texts, expanded its digital acquisitions, and opened a Cambodian CAPSEA program in spite of a decrease in the number of full time staff.

In 2013, the office continued to review serial holdings, to make the best use of available funding, while expanding its digital orientation to mesh with the Bibliographic Framework Transition Initiative. A significant amount of staff time was spent on Resource Description & Access (RDA) cataloging training.

Nairobi, Kenya, Field Office

The Library of Congress office in Nairobi, Kenya, established in 1966, acquires and catalogs publications in all subjects except clinical medicine and technical agriculture, from commercial, government, and nontrade sources from 29 sub-Saharan countries that include: Angola, Botswana, Burundi, Cameroon, Comoros, Congo (D.R.), Djibouti, Eritrea Ethiopia, Gabon, Ghana, Kenya, Lesotho, Madagascar, Malawi, Mauritius, Mayotte, Mozambique, Namibia, Reunion, Rwanda, Senegal, Seychelles, Somalia, Swaziland, Tanzania, Uganda, Zambia, and Zimbabwe. The office acquires publications for two national libraries (the Library of Congress and National Library of Medicine) and for 32 institutions that participate in the African Cooperative Acquisitions Program (AfriCAP), primarily university libraries in the U.S..

In addition to acquiring materials, the office catalogs all monographs and new serial titles that are acquired and maintains records of all issues of newspapers and other serials received in Nairobi. Approximately 3 thousand bibliographic records are created per year, more than 2 thousand of which are monographs and serials; others are non-book materials such as maps, CDs, or DVDs. Materials are in Amharic/Tigrinya, English, French, German, Portuguese, and more than 40 vernacular African languages.

From 1991 to 2011, the office published the *Quarterly Index to Africana Periodical Literature (QIAPL)*, which indexed more than 700 selected journals from 29 countries in Eastern, Southern, and Western Africa. Due to budget constraints and changing research needs, production ceased at the end of fiscal 2011. In 2013, the office entered into an agreement with the African Studies Centre in Leiden, Netherlands, to incorporate the *QIAPL* citations into their *AfricaBib* database. The Centre enhanced some 6,000 citations with the addition of full-text records.

Ongoing work of the Nairobi office includes serials check-in into the Library's Integrated Library System (ILS) for all categories except Law; preservation reviews for acidity; and whole book cataloging in the social sciences and indigenous African languages. Resource Description & Access (RDA) cataloging training and implementation reduced productivity, however all catalogers gained independence in RDA after several months of training. In addition, more than 500 electronic news reports from Ethiopia and Kenya and 225 electronic copies of the Namibia national gazette were sent to the Congressional Research Service, Federal Research Division, and Law Library.

A significant activity of the office is the preservation of African newspapers, with a total of 23,502 newspaper and gazette issues received and checked-in. Some 10,000 newspaper pages were collated and shipped to the Library, the New Delhi field office, and the Center for Research Libraries (Cooperative Africana Materials Project).

The Nairobi office continued to contribute to the Digitized Table of Contents (DTCO) project. In fiscal 2013, the office selected 322 titles for this project, a slight reduction compared to fiscal 2012 because of funding limitations.

The office is staffed with 23 employees, including one American director.

New Delhi, India, Field Office

The Library of Congress office in New Delhi, India, established in 1963, is the regional center for the acquisition, cataloging, preservation and shipping of print and non-print materials published in India, Bhutan, and the Maldives, as well as Bangladesh, Nepal, and Sri Lanka, where it maintains sub-offices. Its mission is to respond to the information needs of the Congress, other U.S. agencies, and the scholarly community by (1) adding to the depth and comprehensiveness of the Library's South Asia collections, (2) providing complete online bibliographic access to these publications, (3) preserving "at risk" publications, and (4) administering the South

Asia Cooperative Acquisitions Program (SACAP) on behalf of 46 university and institutional libraries.

One of the challenges to accomplishing the mission is the lack of a developed book trade in the region, which impedes the identification and acquisition of new research quality publications without having a local presence in each Indian state. The situation is further aggravated by the large volume and uneven quality of the commercial, noncommercial, and government publishing sectors, all of which reflect the active social, political, and economic environment in the world's largest democracy.

The office has 75 staff in New Delhi and the three sub offices, 13 packers on contract in New Delhi, and a Director and Deputy Director. The staff has expertise in a wide range of languages: Awadhi, Assamese, Bengali, Bhojpuri, Braj, Dingal, Diwehi, Dogri, Dzongkha, English, Garhwali, Gujarati, Himachali, Hindi, Kannada, Kodagu, Konkani, Kumauni, Magahi, Maithili, Malayalam, Malvi, Marathi, Nepali, Newari, Nimadi, Oriya, Pali, Panjabi, Prakrit, Rajasthani, Sanskrit, Sinhalese, Siraiki, Tamil, Telugu, Tibetan, Tulu, and Urdu.

Commercial publications are supplied on approval by 25 dealers; commercial and non-commercial publications are supplied by six bibliographic representatives in four conflict-ridden Indian states, Bhutan, and the Maldives, all of which have minimal but significant publishing activity. Staff members carry out local and distant acquisitions trips to obtain noncommercial, controversial, underground, and hard-to-acquire publications that are not available to commercial dealers.

The office produces preservation-quality masters, print negatives, and positives of 225 newspapers, 19 periodicals, and 20 gazettes from 45 countries covered by New Delhi, and Library offices in Cairo, Islamabad, and Nairobi; and the Library representative in Mongolia.

In fiscal 2013, the office successfully implemented two new initiatives. The first was to download, catalog, and transfer monographic publications available only on the Internet in Portable Document Format (PDF), following processes established by the Islamabad office. The second involved the training of catalogers in Resource Description & Access (RDA) cataloging. As of March 31, bibliographic records were being created according to RDA rules for both descriptive cataloging and authority records.

Development of the Overseas Field Office Replacement System, a new system for managing the overseas offices' acquisition work, continued through fiscal 2013. By the end of the fiscal year, preparations for user acceptance testing had been completed.

Rio de Janeiro, Brazil, Field Office

The field office in Rio de Janeiro, Brazil, established in 1966, processes materials acquired from five South American countries: Brazil, Uruguay, Suriname, French Guiana, and Guyana. The Rio de Janeiro Office acquisition librarians collect difficult-to-find academic materials for use by the Congress, the Library's Hispanic Division (for its Handbook of Latin American Studies), and the international scholarly community through their detailed field work.

In addition to acquiring materials for the Library, the Rio de Janeiro Office acquires serials and CDs for 40 research libraries participating in the office's Cooperative Acquisitions Program (CAP). The Rio de Janeiro CAP started in 1990 with serial subscriptions; music CDs were added in 1999, and a cordel package was added in 2012 (cordels are inexpensively printed booklets or pamphlets containing folk novels, poems, and songs that are produced and sold in the northeast of Brazil). The 270 serial titles offered include scholarly journals and newspapers in economics, history, culture, and law. The Rio de Janeiro office acquires 169 biomedical serial titles for the National Library of Medicine (NLM). Brazil's medical research is important to NLM because the country is known for its advances in such areas as tropical medicine, dentistry, plastic surgery, phytomedicine, and antibiotics research.

Book dealers and vendors are effective in providing commercially-available monographs from Brazil, however local Library staff members are needed to acquire research material from non-commercial Brazilian sources, to address challenges of the poor distribution of published materials, lack of advertising, legal barriers, geographic inaccessibility, and unusually high costs. Business practices in these countries require frequent personal follow-up visits and monitoring of standing purchase orders. With a staff of 15 including its American director, the Rio de Janeiro Office processes and catalogs materials acquired before sending them to Washington, D.C. or to the 40 CAP participants.

**Library of Congress
Cooperative Acquisitions Program Participants by State and Country**

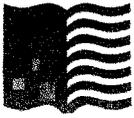
	Participant	India	Egypt	Pakistan	Kenya	Indonesia	Brazil
United States:							
Arizona	Arizona State University	X				X	
	University of Arizona		X				
California	Stanford University			X	X		X
	Stanford Law Library				X		
	UC, Berkeley	X	X	X	X	X	X
	UC, Berkeley, Law Library			X	X	X	
	UC, Irvine					X	
	UC, Los Angeles	X	X	X	X	X	X
	UC, Riverside					X	
	UC, San Diego						X
	UC, Santa Cruz						X
	University of Southern California						X
Colorado	University of Colorado	X					
Connecticut	Yale Divinity Library					X	
	Yale University	X	X	X	X	X	X
	Yale University Law Library	X	X	X	X		
District of Columbia	Inter-American Development Bank						X
	Open Source Center					X	
	U.S. Department of Defense		X				
Florida	University of Florida						X
Georgia	Emory University	X			X		X
	University of Georgia						X
Hawaii	University of Hawaii	X		X		X	
Illinois	Center for Research Libraries	X		X	X	X	
	Northern Illinois University					X	
	Northwestern University				X		
	University of Chicago	X	X	X	X		
	University of Illinois	X	X	X	X		X
Indiana	Indiana University	X	X		X		
	University of Notre Dame						X
Iowa	University of Iowa	X		X	X		X
Kansas	University of Kansas				X		
Louisiana	Tulane University						X
Maryland	National Library of Medicine	X	X	X	X	X	X
	University of Maryland			X			
Massachusetts	Boston University				X		
	Harvard University	X		X	X	X	X
	Harvard Law Library	X	X	X		X	

**Library of Congress
Cooperative Acquisitions Program Participants by State and Country**

	Participant	India	Egypt	Pakistan	Kenya	Indonesia	Brazil
Michigan	Harvard Middle Eastern Division	X	X	X			
	University of Michigan	X	X	X	X	X	X
	Michigan State University				X		X
Minnesota	University of Minnesota	X		X			X
Missouri	Washington University	X	X	X			
Montana	Tibetan Language Institute	X					
New Jersey	Princeton University	X	X	X	X		X
	Rutgers University						X
New Mexico	University of New Mexico						X
New York	Columbia University	X	X	X	X	X	X
	Columbia University Law Library	X		X	X		
	Cornell University	X	X	X	X		X
	Cornell University Echols Collection	X				X	
	Cornell University Law Library	X		X			
	New York Public Library	X	X		X		X
	New York University	X	X	X			X
	SUNY, Binghamton		X				
	Syracuse University	X					
	North Carolina	Duke University	X	X	X	X	
North Carolina State University		X		X			
University of North Carolina		X	X	X		X	X
University of North Carolina - South Asia Collection		X					
Ohio	ITSC Library		X	X	X		
	Ohio State University		X				X
	Ohio University				X	X	
	Wooster College	X		X			
Oregon	Portland State University		X				
Pennsylvania	Pennsylvania State University				X	X	
	Temple University		X			X	
	University of Pennsylvania	X	X	X	X		
	University of Pittsburgh						X
	University of Pittsburgh Law Library		X				
Rhode Island	Brown University	X	X	X			X
Tennessee	Vanderbilt University						X
Texas	Rice University						X
	University of Texas	X		X		X	X
Utah	Brigham Young University		X				X
	University of Utah		X				

**Library of Congress
Cooperative Acquisitions Program Participants by State and Country**

	Participant	India	Egypt	Pakistan	Kenya	Indonesia	Brazil
Virginia	University of Virginia	X	X	X			
Washington	University of Washington	X	X	X		X	X
Wisconsin	University of Wisconsin	X		X	X	X	X
	University of Wisconsin Law Library					X	
Subtotal, United States	80 participants	41	33	36	30	27	39
Foreign Countries:							
Australia	Murdoch University Library					X	
	National Library of Australia					X	
Canada	McGill University	X	X	X		X	
	Royal Ontario Museum	X				X	
	University of British Columbia					X	
	University of Toronto	X	X	X			
Egypt	American University, Cairo		X				
Germany	Ibero-Amerikanisches Institut						X
	Universitäts Bibliothek, Frankfurt-am-Main				X		
	Universitäts und Landesbibliothek Sachsen-Anhalt			X			
Indonesia	American Institute for Indonesian Studies					X	
Japan	Kyoto University, Center for Southeast Asian Studies					X	
	National Diet Library					X	
Lebanon	American University of Beirut		X				
Morocco	King Abdul Aziz al-Saoud Foundation		X				
The Netherlands	Peace Palace Library		X				
	Royal Institute of Linguistics					X	
Qatar	Northwestern University in Qatar Library		X				
	Qatar National Library		X				
Singapore	Institute for South East Asian Studies					X	
	Singapore National Library Board					X	
United Arab Emirates	American University of Sharjah		X				
United Kingdom	Bodleian Libraries	X					
	British Library		X				
	University of Essex						X
	University of Exeter		X				
Subtotal, Foreign	26 participants	4	11	3	1	11	2
TOTAL	106 participants	45	46	39	31	35	40



APPENDIX C: Acquisition of Library Materials by Source Fiscal 2009 - Fiscal 2013

Acquisition of Library Materials by Source Fiscal 2009 - Fiscal 2013

Source	Pieces				
	Fiscal 2009	Fiscal 2010	Fiscal 2011	Fiscal 2012	Fiscal 2013
Purchases:					
Appropriated - GENPAC/LAW	723,390	888,496	1,883,489	711,363	664,712
Appropriated Other	27,686	27,323	11,485	15,337	311,787
Gift and Trust Funds	8,382	164,202	7,987	8,086	24,855
Total Purchases	759,458	1,080,021	1,902,961	734,786	1,001,354
Non-Purchases:					
Exchange	125,228	126,998	122,954	112,104	95,282
Government Transfers	84,146	322,511	72,982	97,237	65,345
Gifts	847,945	1,005,407	1,556,198	1,918,974	1,053,348
Cataloging in Publication/PCN	83,551	113,877	101,942	104,203	105,232
Copyright Deposits	739,364	814,243	706,583	636,430	641,723
Total Non-Purchases	1,880,234	2,383,036	2,560,659	2,868,948	1,960,930
Total All Acquisitions	2,639,692	3,463,057	4,463,620	3,603,734	2,962,284



APPENDIX D: Library of Congress Mass Deacidification Project Fiscal 2002 – Fiscal 2013

The Library's Mass Deacidification plan has been to stabilize more than 8.5 million bound volumes and at least 30 million pages of manuscripts over a 30-year period (fiscal 2001-2030). Deacidification is a preservation approach to keeping print paper materials, mostly general collection bound volumes and manuscript pages, in usable form and thereby avoid more costly reformatting work. It extends the useful life of acidic and slightly brittle paper by a minimum of 300 percent, assuring that, in most cases, treated materials will survive for 300 years rather than becoming unusable in less than a century. The technology thus achieves economies of scale and future cost avoidance.

With a successful mass deacidification program in place since 1995, the Library has extended the useful life of more than 3.7 million volumes (book equivalents) and 10.9 million sheets of manuscript materials from the Library's collections. While the Library initiated a second five-year contract, effective January 2011, which could ensure saving approximately 1 million volumes and more than 4.7 million sheets of at-risk acidic, paper-based Library materials by the end of 2015, budget sequestration in fiscal 2013 necessitated reductions in overall funding for this contract effort with corresponding reductions in the quantity of material treated in fiscal years 2013 and 2014. An entirely new contract will need to be developed in fiscal 2014 for significantly reduced levels of treatment in fiscal 2015.

In fiscal 2013, the Library deacidified 249,874 volumes (at Preservation Technologies, L.P.'s 'Bookkeeper' facility in Pennsylvania) and 851,450 manuscript sheets with equipment installed in the James Madison Memorial Building. This was slightly below the annual goal to treat

a minimum of 250 thousand volumes and significantly under the annual minimum requirement to deacidify at least 1 million sheets of unbound materials. The overall decrease in the quantity of material treated was necessitated by reduced funding. During the past ten years, the Library has averaged deacidification of approximately 298 thousand volumes and slightly more than 1 million sheets per year and is therefore ahead of its original 30-year goal to treat 8.5 million volumes and 30 million manuscript sheets during the life of the project.

Having surveyed untreated portions of the general collections in fiscal 2013 and after completing a review of the mass deacidification program in fiscal 2014, the Library will award a new multi-year contract for service that better reflects the needs of the collections and reduced funding. The quantity and types of items selected for treatment will likely change to address more unique material from the special collections and fewer published bound volumes from the general collections. Continuing to fund the mass deacidification program at historic levels, while making substantial cuts to other preservation programs directed toward more at-risk material, would result in a highly imbalanced and inadequate preservation program.

The target production goal for each succeeding year will be reduced to achieve deacidification of an average of 100 thousand volumes and at least 1.5 million sheets of manuscript materials per year. Current projections are that the Library will need to maintain treatment at this more realistic level for at least the next five fiscal years before making additional adjustments based on the availability of environmentally sound collection storage and the advancement of digital reformatting alternatives.

Deacidification Treatment Fiscal 2002 - Fiscal 2013
(Dollars in Thousands)

Fiscal Year	Collections Treated		Total Obligations
	Books	Manuscripts	
2002	170,600	0	2,748
2003	215,319	696,000	3,687
2004	299,064	1,219,500	4,681
2005	296,119	1,012,500	5,445
2006	298,826	1,069,500	6,614
2007	292,648	1,086,000	5,551
2008	345,937	1,066,500	4,329
2009	325,830	736,500	6,284
2010	330,497	1,365,000	5,444
2011	288,334	1,013,400	5,664
2012	258,087	846,900	6,681
2013	249,874	851,450	6,098
2014-2030			\$164,985
Total, Actual and Estimated Thirty-Year Mass Deacidification Program Cost			\$228,211



APPENDIX E: National Digital Information Infrastructure and Preservation Program

Overview

Congress authorized the National Digital Information Infrastructure and Preservation Program (NDIIPP) in 2000, directing the Library to work with federal agencies and other stakeholders to develop a national strategy for the preservation of at-risk digital content. In fiscal 2008, the Congress appropriated annual funds for continued collaborative efforts.

Guided by a strategy of collaboration and sharing, the Library is leading a national network of partners dedicated to collecting and preserving important born-digital information. The network is complex and includes diverse stakeholders – content producers, content stewards, and service providers from the public and private sectors. Through this network, known as the National Digital Stewardship Alliance, the Library leverages expertise to develop preservation best practices for long term sustainability of valuable digital content. The NDIIPP program strives to ensure access over time to a rich body of digital content through a national partnership network committed to selecting, collecting, preserving, and making accessible at-risk digital information.

Fiscal 2013 Accomplishments

Content: Through August 2013, the Library had 60 web archive collections, equivalent to 465 terabytes of storage for almost 8 billion files. The NDIIPP partnership network as a whole collected more than 1,400 digital collections documenting government, politics, and law; history and culture; social sciences; news, media, and journalism; and geography.

Network: More than 300 organizations are now working together through the NDIIPP partnership network. The network brings together academic, research, government, and business sectors. As part of this effort, the program hosted an expert symposium at the Library to explore a national strategy for preserving critical software and published a report with recommendations for action. The Library's partnership network also worked together to coordinate collective priorities and managed projects to deliver practical results with broad applicability for sharing best practices, improving professional training,

and managing new kinds of digital content.

Technical Infrastructure: NDIIPP developed preservation technical guidelines and implemented workflows, specifications, and tools for stewarding the Library's digital content. The program coordinated the work of federal agencies and other partners to define technical preservation specifications and developed a broad array of tools and methodologies to support digital preservation activities. Work also continued on Viewshare, a free public platform that allows user access to NDIIPP partners' digital collections.

Goals for Fiscal 2014 – Fiscal 2015

Budget reductions in recent years have led the program to redouble efforts to seek efficiencies and to leverage expertise from the national partnership network.

Content: NDIIPP will continue to support archiving of selected content from the Web and sustain and provide appropriate access to a growing body of digital content collected by the Library and the NDIIPP partnerships. The Library plans to continue working with researchers and scholars to promote understanding of born-digital collections access and preservation.

Network: Through the National Digital Stewardship Alliance, NDIIPP will work with organizations from across the government, academic, non-profit, and commercial sectors to expand preservation action and outreach to all 50 states. The goal is to engage organizations in initiatives, including professional training and public outreach, which provide benefits locally and nationally.

Technical Infrastructure: NDIIPP will continue to broaden interactions with federal agencies to promote shared tools and standards for digital preservation and access. NDIIPP will develop mechanisms and tools for cost-effective storage and secure management of digital collections distributed across the NDIIPP partnerships. NDIIPP also will encourage adoption of national guidelines and best practices in the Library's curatorial divisions, and will continue to publish a monthly online newsletter and maintain a current web site and daily blog detailing the work of the program and its partners.

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
Domestic Partners		
Alabama	Alabama Department of Archives and History	partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative
	Auburn University Libraries	member of National Digital Stewardship Alliance (NDSA), partner in MetaArchive Project part of the Digital Preservation Partners initiative
Alaska	Alaska Division of Libraries, Archives & Museums	partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
Arizona	Arizona State Cartographer's Office	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Arizona State Library, Archives and Public Records	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	University of Arizona, Eller College of Management	lead partner in Investigating Data Provenance in the Context of New Product Design and Development part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative
Arkansas	Arkansas History Commission	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Arkansas State Library	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	University of Arkansas at Little Rock Center for Arkansas History and Culture	member of National Digital Stewardship Alliance (NDSA)
California	Academy of Motion Picture Arts and Sciences	member of National Digital Stewardship Alliance (NDSA), lead partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America Initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access
	Audiovisual Archive Network	member of National Digital Stewardship Alliance (NDSA)
	California Digital Library	member of National Digital Stewardship Alliance (NDSA), lead partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners Initiative, member of International Internet Preservation Consortium (IIPC), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, lead partner in JHOVE2: A Next Generation Architecture for Format Aware Digital Preservation Processing, lead partner in Unified Digital Format Registry (UDFR)
	California Institute of Technology	member of National Digital Stewardship Alliance (NDSA)
	California State Archives	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	California State Library	member of National Digital Stewardship Alliance (NDSA), partner in partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
	Defense Visual Information Directorate	member of Federal Agencies Digitization Guidelines Audio-Visual Working Group
	Gallivan, Gallivan & O'Melia LLC	partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative
	History of Computing in Learning and Education	member of National Digital Stewardship Alliance (NDSA)
	Internet Archive	member of National Digital Stewardship Alliance (NDSA), member of International Internet Preservation Consortium (IIPC), lead partner in K-12 Web Archiving, partner in Web Capture, partner in Tools and Services for Preserving Digital Video (VidArch)
	J. Paul Getty Trust	member of Section 108 Study Group

**Library of Congress
NDIPP Partners and Projects**

Location	Partner	Project/Activity
	Knowledge Motifs LLC	member of National Digital Stewardship Alliance (NDSA)
	Legislative Counsel of California	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Linden Lab	partner in Preserving Virtual Worlds part of the Preserving Creative America initiative
	National Academy of Recording Arts Producers and Engineers Wing	partner in Metadata Schema Development for Recorded Sound part of the Preserving Creative America initiative
	NBC/Universal	partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative
	Pop Up Archive	member of National Digital Stewardship Alliance (NDSA)
	Ropers Majeski Kohn & Bentley PC	partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative
	Scripps Institution of Oceanography	lead partner in Multi-institution Testbed for Scalable Digital Archives part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative
	Snyder, Miller & Orton LLP	partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative
	Sony Pictures	partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative
	Stanford University	member of National Digital Stewardship Alliance (NDSA), lead partner in Stanford ICME Center of Excellence for Computational Approaches to Digital Stewardship, lead partner in Securely Managing the Lifetime of Versions in Digital Archives part of the Digital Architecture and Long Term Preservation (DIGARCH) initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Archive Ingest and Handling Test, partner in National Geospatial Digital Archive (NGDA) part of the Digital Preservation Partners initiative, lead partner in LOCKSS/CLOCKSS, partner in JHOVE2: A Next Generation Architecture for Format Aware Digital Preservation Processing, partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative, partner in Preserving Virtual Worlds part of the Preserving Creative America initiative
	Tetronic Labs	member of National Digital Stewardship Alliance (NDSA)
	Truman Technologies, LLC	member of National Digital Stewardship Alliance (NDSA)
	Twentieth Century Fox	partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative
	Universal Mastering Studios	member of Section 108 Study Group
	University of California, Berkeley	partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative
	University of California, Irvine	partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access
	University of California, Los Angeles	partner in Preserving Digital Independent Film as part of the Preserving Creative America initiative, partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
	University of California, San Diego	member of National Digital Stewardship Alliance (NDSA), lead partner in Digital Preservation Lifecycle Management. Building a Demonstration Prototype for the Preservation of Large Scale Multimedia Collections part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Chronopolis, lead partner in Distributed Storage and Preservation Services, partner in Tools and Services for Preserving Digital Video (VidArch)
	University of California, Santa Barbara (UCSB)	lead partner in National Geospatial Digital Archive (NGDA) part of the Digital Preservation Partners initiative
	University of Southern California	member of National Digital Stewardship Alliance (NDSA)
	Warner Brothers	partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative
	We Are What We Do, USA	member of National Digital Stewardship Alliance (NDSA)
Colorado	Colorado State Archives	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Colorado State Library	partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
	MAM-A Inc.	member of National Digital Stewardship Alliance (NDSA)
	Media Archaeology Lab	member of National Digital Stewardship Alliance (NDSA)
	National Center for Atmospheric Research (NCAR)	partner in Chronopolis, member of National Digital Stewardship Alliance (NDSA)
	National Conference of State Legislatures	member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	National Park Service	member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group
	The Bishoff Group	member of National Digital Stewardship Alliance (NDSA)
	University of Colorado at Boulder	member of the DPOE Steering Committee
Connecticut	Roper Center for Public Opinion Research, University of Connecticut	member of National Digital Stewardship Alliance (NDSA) partner in Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative
Delaware	Hagley Museum and Library	member of National Digital Stewardship Alliance (NDSA)
District of Columbia	American Library Association	member of Section 108 Study Group
	Biodiversity Heritage Library	partner in DuraCloud
	Business Software Alliance	member of Section 108 Study Group
	Catholic University of America School of Library and Information Science	member of National Digital Stewardship Alliance (NDSA)
	Coalition for Networked Information	partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, member of National Digital Stewardship Alliance (NDSA)
	Council on Library and Information Resources, including the Digital Library Federation	member of National Digital Stewardship Alliance (NDSA), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Documentation of Collaborative Practices
	Dance Heritage Coalition	member of National Digital Stewardship Alliance (NDSA)
	District of Columbia Office of the Chief Technology Officer	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Federal Library and Information Center Committee (FLICC)	member of National Digital Stewardship Alliance (NDSA)

**Library of Congress
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Location	Partner	Project/Activity
	Folger Shakespeare Library	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	Georgetown University Law Library	member of National Digital Stewardship Alliance (NDSA), member of Section 108 Study Group
	Government Accountability Office	member of Federal Agencies Digitization Guidelines Still Image Working Group
	IEEE Computer Society	partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access
	Institute of Museum and Library Services (IMLS)	member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, member of Federal Agencies Digitization Guidelines Still Image Working Group, member of the DPOE Steering Committee, member of National Digital Stewardship Alliance (NDSA)
	Jefferson Institute	member of National Digital Stewardship Alliance (NDSA)
	National Archives and Records Administration (NARA)	member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, partner in Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative, member of Unified Digital Format Registry (UDFR)
	National Gallery of Art	member of Federal Agencies Digitization Guidelines Still Image Working Group
	National Institute of Standards and Technology (NIST)	member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, member of Federal Agencies Digitization Guidelines Still Image Working Group
	National Transportation Library	member of Federal Agencies Digitization Guidelines Still Image Working Group
	Smithsonian Institution	member of National Digital Stewardship Alliance (NDSA), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, member of the DPOE Steering Committee
	The Department of Justice	member of Federal Agencies Digitization Guidelines Still Image Working Group
	U.S. Fish and Wildlife Service	member of National Digital Stewardship Alliance (NDSA)
	U.S. Government Printing Office	member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, member of International Internet Preservation Consortium (IIPC)
	United States Holocaust Memorial Museum	member of National Digital Stewardship Alliance (NDSA)
	Voice of America	member of Federal Agencies Digitization Guidelines Audio-Visual Working Group
	Walt Disney Company	member of Section 108 Study Group, partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative
	National Endowment for the Humanities (NEH)	member of the DPOE Steering Committee, Federal advisor to NDIIPP, member of National Digital Stewardship Alliance (NDSA)
Florida	E-Z Photo Scan	member of National Digital Stewardship Alliance (NDSA)
	Florida Center for Library Automation	member of National Digital Stewardship Alliance (NDSA), member of Unified Digital Format Registry (UDFR)
	Florida State University Libraries	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	Ripley Entertainment Inc.	member of National Digital Stewardship Alliance (NDSA)
	State Library and Archives of Florida	member of National Digital Stewardship Alliance (NDSA), partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
	Stock Artists Alliance	lead partner in Standardized Metadata for Stock Photography part of the Preserving Creative America initiative
Georgia	Educopia Institute, Inc.	member of National Digital Stewardship Alliance (NDSA), lead partner in MetaArchive Project part of the Digital Preservation Partners initiative, DPOE Baseline ,a Train-the-Trainer Instructor
	Emory University	member of National Digital Stewardship Alliance (NDSA), lead partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	Georgia Archives - Records and Information Management Services	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Georgia Institute of Technology	partner in the MetaArchive Project part of the Digital Preservation Partners initiative, partner in Unified Digital Format Registry (UDFR)
	Historically Black Colleges and Universities Library Alliance	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	LYRASIS	a DPOE Baseline Train-the-Trainer Instructor
	University of Georgia	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
Hawaii	DL Consulting, Ltd.	member of National Digital Stewardship Alliance (NDSA)
	Hawaii State Archives	member of National Digital Stewardship Alliance (NDSA)
Idaho	Idaho Commission for Libraries	member of National Digital Stewardship Alliance (NDSA), partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
	Idaho State Archives	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
Illinois	Adler Planetarium	member of National Digital Stewardship Alliance (NDSA)
	Center for Research Librarians	member of National Digital Stewardship Alliance (NDSA)
	Chicago State University Library	member of National Digital Stewardship Alliance (NDSA)
	Illinois General Assembly, Legislative Information System	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Illinois State Archives	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Illinois State Library	partner in partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative, partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	JVC Advanced Media USA, Inc.	member of National Digital Stewardship Alliance (NDSA)
	Northern Illinois University Library	member of National Digital Stewardship Alliance (NDSA)
	Northwestern University	member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Still Images part of Preserving Creative America
	NueMeta LLC	member of National Digital Stewardship Alliance (NDSA)
	University of Illinois at Urbana-Champaign (UIUC)	member of National Digital Stewardship Alliance (NDSA), partner in Unified Digital Format Registry (UDFR), lead partner in Preserving Virtual Worlds part of the Preserving Creative America initiative, leadpartner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative
Indiana	Indiana Commission on Public Records	member of National Digital Stewardship Alliance (NDSA)
	Indiana State Archives	partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
	Indiana State University	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	Indiana University Libraries	member of National Digital Stewardship Alliance (NDSA)
	Legal Information Preservation Alliance	member of National Digital Stewardship Alliance (NDSA)
Iowa	Council of State Archivists	member of National Digital Stewardship Alliance (NDSA), member of the DPOE Steering Committee
	SCOLA	member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital International Television part of the Preserving Creative America initiative
	University of Iowa Libraries	member of National Digital Stewardship Alliance (NDSA)
Kansas	Kansas Information Technology Office	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Kansas State Historical Society	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative, partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information, member of National Digital Stewardship Alliance (NDSA)
Kentucky	Kentucky Department for Libraries and Archives	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Kentucky Division of Geographic Information	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Kentucky State University	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	University of Kentucky	member of the DPOE Steering Committee, a DPOE Baseline Train-the-Trainer Instructor
	University of Louisville Libraries	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
Louisiana	Center for Cultural and Eco-Tourism-University of Louisiana	member of National Digital Stewardship Alliance (NDSA)
	Louisiana State Archives	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
Maine	Maine Office of GIS	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Maine State Archives	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Still Water at the University of Maine	member of National Digital Stewardship Alliance (NDSA)
Maryland	AllM	leader of PDF/A Working Group
	Enoch Pratt Free Library	member of National Digital Stewardship Alliance (NDSA)
	Johns Hopkins University	member of National Digital Stewardship Alliance (NDSA), lead partner in Securely Managing the Lifetime of Versions in Digital Archives part of the Digital Architecture and Long Term Preservation (DIGARCH) initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Archive Ingest and Handling Test
	Maryland Department of Natural Resources	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Maryland State Archives	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
	National Agricultural Library (NAL)	member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group
	National Library of Medicine (NLM)	member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Section 108 Study Group
	University of Maryland	member of National Digital Stewardship Alliance (NDSA), partner in Chronopolis, lead partner in Robust Technologies for Automated Ingestion and Long-Term Preservation of Digital Information part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, partner in Preserving Virtual Worlds part of the Preserving Creative America initiative, lead partner in Birth of the Dot Com Era of the Digital Preservation Partners initiative, member of the DPOE Steering Committee
Massachusetts	Boston College	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	Boston University	member of National Digital Stewardship Alliance (NDSA)
	Digital Public Library of America (DPLA)	member of National Digital Stewardship Alliance (NDSA)
	Ex Libris Group	member of National Digital Stewardship Alliance (NDSA)
	Five Colleges, Inc.	member of National Digital Stewardship Alliance (NDSA)
	Hampshire College Library	member of National Digital Stewardship Alliance (NDSA)
	Harvard University	member of National Digital Stewardship Alliance (NDSA), partner in Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative, lead partner in Global Digital Format Registry, partner in Unified Digital Format Registry, member of International Internet Preservation Consortium (IIPC), lead partner in Archive Ingest and Handling Test (UDFR)
	Houghton Mifflin Company	member of Section 108 Study Group
	MIT Libranes	member of National Digital Stewardship Alliance (NDSA)
	Northeast Document Conservation Center	member of National Digital Stewardship Alliance (NDSA)
	State Library of Massachusetts	member of National Digital Stewardship Alliance (NDSA)
	Tessella	member of National Digital Stewardship Alliance (NDSA), a DPOE Baseline Train-the-Trainer Instructor
	Tufts University, Peruses Project	partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative
University of Massachusetts Amherst Libraries	member of National Digital Stewardship Alliance (NDSA)	
Michigan	WGBH Educational Foundation	member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative
	Williams Colleage	member of National Digital Stewardship Alliance (NDSA)
	Woods Hole Oceanographic Institute	partner in Multi-Institution Testbed for Scalable Digital Archives part of the Digital Architecture and Long-Term Preservation (DIGARCH)
	Archive Media Partners	member of National Digital Stewardship Alliance (NDSA)
	Data Preservation Alliance for the Social Sciences (Data-PASS)	member of National Digital Stewardship Alliance (NDSA)
	Inter-university Consortium for Political and Social Research (ICSPR), part of the University of Michigan	member of National Digital Stewardship Alliance (NDSA), lead partner in Data Center Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative, primary consultant to the DPOE program and as a DPOE Baseline Train-the-Trainer Instructor
	Michigan State University Archives & Historical Collections	member of National Digital Stewardship Alliance (NDSA)

**Library of Congress
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Location	Partner	Project/Activity
	Michigan State University Library	member of National Digital Stewardship Alliance (NDSA), partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative
	University of Michigan	member of National Digital Stewardship Alliance (NDSA), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Incentives for Data Producers to Create Archive-Ready Data Sets part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative
Minnesota	Minnesota Department of Administration, Geospatial Information Office (MnGeo)	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Minnesota Historical Society	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative, lead partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Minnesota Legislative Reference Library	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Minnesota Office of Revisor of Statutes	member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Thomson Reuters	member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	University of Minnesota Libraries	member of National Digital Stewardship Alliance (NDSA)
Mississippi	Mississippi Department of Archives & History	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative, member of National Digital Stewardship Alliance (NDSA)
Missouri	Federal Reserve Bank of St. Louis	member of National Digital Stewardship Alliance (NDSA)
	Universal Press Syndicate	lead partner in Preserving Digital Cartoons (or Content Transfer for Prints and Photographs Collections) part of the Preserving Creative America initiative
	University of Missouri Libraries	member of National Digital Stewardship Alliance (NDSA)
Montana	Montana Department of Administration/State Information Technology Services Division	member of National Digital Stewardship Alliance (NDSA)
	Montana State Archives	partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
	Montana State Library	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
Nebraska	Nebraska State Historical Society	member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Nebraska State Library	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
Nevada	Nevada State Library and Archives	member of National Digital Stewardship Alliance (NDSA), partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
New Hampshire	National Association of Government Archives and Records Administrators	member of the DPOE Steering Committee
New Jersey	John Wiley & Sons	lead partner in Section 108 Study Group
	Princeton Theological Seminary Library	member of National Digital Stewardship Alliance (NDSA)
New Mexico	Los Alamos National Lab Research Library	member of National Digital Stewardship Alliance (NDSA), lead partner in Electronic Journal Metadata & Transfer Project, partner in Tools for A Preservation-Ready Web, partner in Integrating the Past Web into the Current Web: Memento
	New Mexico State Archives and Libraries	partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative
	William Doison & Associates, LLC	member of National Digital Stewardship Alliance (NDSA)
New York	Andrew W. Mellon Foundation	member of Section 108 Study Group
	ARTstor	member of National Digital Stewardship Alliance (NDSA), lead partner in Preserving Digital Still Images part of Preserving Creative America
	Association of American University Presses	member of Section 108 Study Group
	AudioVisual Preservation Solutions	member of National Digital Stewardship Alliance (NDSA)
	Center for the International Earth Science Information (CIESIN)	member of National Digital Stewardship Alliance (NDSA), partner in developing a geospatial clearinghouse
	Columbia University Library	member of National Digital Stewardship Alliance (NDSA), member of Section 108 Study Group, lead partner in International Study on the Impact of Copyright Law on Digital Preservation, member of the International Internet Preservation Consortium
	Cornell University Library	member of National Digital Stewardship Alliance (NDSA), member of Section 108 Study Group
	Cowan, DeBaets, Abrahams & Sheppard, LLP	member of Section 108 Study Group
	DuraSpace	member of National Digital Stewardship Alliance (NDSA), lead DuraCloud
	Educational Broadcasting Corporation (EBC)	lead partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative
	Itaska Harbors, Inc.	partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Portico Project, lead partner in Preservation of E-journals
	JSTOR	member of Section 108 Study Group
	Metropolitan New York Library Council	member of National Digital Stewardship Alliance (NDSA)
	Morrison & Foerster, LLP	partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative
	Muller Media Conversions	member of National Digital Stewardship Alliance (NDSA)
	Munsell Studio	member of National Digital Stewardship Alliance (NDSA)
	New York Art Resources Consortium (NYARC)	member of National Digital Stewardship Alliance (NDSA)
	New York Philharmonic	member of National Digital Stewardship Alliance (NDSA)
	New York Public Library	member of National Digital Stewardship Alliance (NDSA), lead DuraCloud
	New York State Archives	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative, partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative
	New York State Office of Cyber Security and Critical Infrastructure Coordination	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative

**Library of Congress
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Location	Partner	Project/Activity
	New York University	member of National Digital Stewardship Alliance (NDSA), partner in Unified Digital Format Registry (UDFR), partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative, partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative
	Penguin Group (USA)	member of Section 108 Study Group
	Portico	member of National Digital Stewardship Alliance (NDSA), partner in JHOVE2 A Next Generation Architecture for Format Aware Digital Preservation Processing, lead partner in Archiving and Preserving e-Journals
	Pratt Institute	member of National Digital Stewardship Alliance (NDSA)
	Rensselaer Polytechnic Institute	lead partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access
	Rhizome	member of National Digital Stewardship Alliance (NDSA)
	Rochester Institute of Technology, School of Interactive Games & Media	partner in Preserving Virtual Worlds part of the Preserving Creative America initiative
	Sony Music Entertainment	partner in Metadata Schema Development for Recorded Sound part of the Preserving Creative America initiative
	Time Inc.	member of Section 108 Study Group
	WNET	member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative
North Carolina	Duke University Libraries	member of National Digital Stewardship Alliance (NDSA)
	National Press Photographers Association (NPPA)	member of National Digital Stewardship Alliance (NDSA)
	New Hanover County Register of Deeds	member of National Digital Stewardship Alliance (NDSA)
	North Carolina Center for Geographic Information & Analysis	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative, partner in North Carolina Geospatial Data Archiving Project (NCGDAP) part of the Digital Preservation Partners initiative, member of National Digital Stewardship Alliance (NDSA)
	North Carolina Department of Cultural Resources	member of National Digital Stewardship Alliance (NDSA)
	North Carolina State Archives	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	North Carolina State University Libraries	member of National Digital Stewardship Alliance (NDSA), lead partner in North Carolina Geospatial Data Archiving Project (NCGDAP) part of the Digital Preservation Partners initiative, partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Property Records Industry Association (PRIA)	member of National Digital Stewardship Alliance (NDSA)
	State Library of North Carolina	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	State Library of North Carolina	partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative
	University of North Carolina at Chapel Hill	member of National Digital Stewardship Alliance (NDSA), partner in Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative, lead partner in Preserving Video Objects and Context part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, lead partner in Tools and Services for Preserving Digital Video (VidArch), lead partner in Section 108 Study Group, a DPOE Baseline Train-the-Trainer Instructor

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
	Wake Forest University Z. Smith Reynolds Library	member of National Digital Stewardship Alliance (NDSA)
North Dakota	North Dakota Legislative Council	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	State Historical Society of North Dakota	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
Ohio	OCLC	member of National Digital Stewardship Alliance (NDSA), partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access
	Vtechgraphics LLC	member of National Digital Stewardship Alliance (NDSA)
Oklahoma	Oklahoma Department of Libraries	member of National Digital Stewardship Alliance (NDSA)
Oregon	Oregon State Archives	partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
	Oregon State Library	member of National Digital Stewardship Alliance (NDSA), partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
	Oregon State University	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
Pennsylvania	American Society of Media Photographers	member of National Digital Stewardship Alliance (NDSA), lead partner in Metadata Standards and Tools for Digital Photography part of the Preserving Creative America initiative
	Drexel University	lead partner in Digital Engineering Archives part of Digital Architecture and Long Term Preservation (DIGARCH)
	Military History Institute, Army Heritage and Education Center	member of Federal Agencies Digitization Guidelines Still Image Working Group
	Pennsylvania State University	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	The Library Company of Philadelphia	member of National Digital Stewardship Alliance (NDSA)
	University of Pittsburgh NDSA Student Chapter	member of National Digital Stewardship Alliance (NDSA)
Rhode Island	Brown University Library	member of National Digital Stewardship Alliance (NDSA)
South Carolina	Clemson University	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	South Carolina Department of Archives and History	member of National Digital Stewardship Alliance (NDSA), partner in Persistent Digital Archives and Library System (PeDALs) part of the Preserving State Government Information initiative
	University of South Carolina	partner in the MetaArchive Project part of the Digital Preservation Partners initiative, member of National Digital Stewardship Alliance (NDSA)
Tennessee	BMS/Chace	member of National Digital Stewardship Alliance (NDSA), lead partner in Metadata Schema Development for Recorded Sound part of the Preserving Creative America initiative
	Department of Energy Office of Scientific and Technical Information	member of National Digital Stewardship Alliance (NDSA)
	Tennessee General Assembly	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Tennessee State Libraries and Archives	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
	University of Tennessee	member of National Digital Stewardship Alliance (NDSA), lead partner in Planning a Globally Accessible Archive of MODIS Data part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, partner in National Geospatial Digital Archive (NGDA) part of the Digital Preservation Partners initiative
	Vanderbilt University	partner in National Geospatial Digital Archive (NGDA) part of the Digital Preservation Partners initiative
Texas	Rice University	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
	Texas Natural Resources Information Systems	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Texas State Library and Archives Commission	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Texas Tech University Libraries	member of National Digital Stewardship Alliance (NDSA)
	University of North Texas	member of National Digital Stewardship Alliance (NDSA), partner in the MetaArchive Project part of the Digital Preservation Partners initiative, member of International Internet Preservation Consortium (IIPC), partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative
	University of Texas at Austin	member of National Digital Stewardship Alliance (NDSA)
Utah	Utah Automated Geographic Reference Center	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Utah Division of Archives and Records Service	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
Vermont	Vermont Access Network	member of National Digital Stewardship Alliance (NDSA)
	Vermont Department of Libraries	partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
	Vermont State Archives and Records Administration	member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative
Virginia	George Mason University, Center for History and New Media	member of National Digital Stewardship Alliance (NDSA), partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative
	National Science Foundation	partner in Digital Archiving and Long-Term Preservation (DIGARCH), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access
	National Technical Information Service	member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group
	Old Dominion University Dept. of Computer Science	member of National Digital Stewardship Alliance (NDSA), lead partner in Integrating the Past Web into the Current Web: Memento, lead partner in Tools for A Preservation-Ready Web, lead partner in Shared Infrastructure Preservation Models part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, lead partner in Archive Ingest and Handling Test
	Public Broadcasting Service	member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative
	U.S. Geological Survey	member of Federal Agencies Digitization Guidelines Still Image Working Group
	University of Virginia	member of National Digital Stewardship Alliance (NDSA), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
	Virginia Polytechnic Institute and State University	member of National Digital Stewardship Alliance (NDSA), partner in the MetaArchive Project part of the Digital Preservation Partners Initiative
	Zepheira	partner developer in the ViewShare platform
Washington	Art on File	member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Still Images part of Preserving Creative America
	Eastern Washington University	partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
	Microsoft Corporation	partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, partner in Multistate Preservation Consortium Utilizing the Washington State Digital Archives Framework part of the Preserving State Government Information initiative, member of the DPOE Steering Committee
	Washington State Archives	lead partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
	Washington State Library	partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative
Wisconsin	University of Wisconsin-Madison	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Wisconsin Department of Administration	member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative
	Wisconsin Department of Public Instruction	member of National Digital Stewardship Alliance (NDSA)
	Wisconsin Historical Society	member of National Digital Stewardship Alliance (NDSA), partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative
	Wisconsin State Library (Alliance of State Librarians)	partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative
Wyoming	University of Wyoming, American Heritage Center	partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative

International Partners

Australia	National Library of Australia	member of International Internet Preservation Consortium (IIPC)
Austria	Austrian National Library	member of International Internet Preservation Consortium (IIPC)
Canada	Bibliothèque et Archives Nationales du Québec (BANQ)	member of International Internet Preservation Consortium (IIPC)
	Library and Archives Canada	member of International Internet Preservation Consortium (IIPC), member of Unified Digital Format Registry (UDFR)
China	National Library of China	member of International Internet Preservation Consortium (IIPC)
Croatia	National and University Library of Croatia	member of International Internet Preservation Consortium (IIPC)
Czech Republic	National Library of the Czech Republic	member of International Internet Preservation Consortium (IIPC)
Denmark	Netarchive.dk	member of International Internet Preservation Consortium (IIPC)
Egypt	Bibliotheca Alexandrina	member of International Internet Preservation Consortium (IIPC)
Finland	Helsinki University Library & The National Library of Finland	member of International Internet Preservation Consortium (IIPC)
France	Ina (Institut National de l'Audiovisuel)	member of International Internet Preservation Consortium (IIPC)
	National Library of France	member of International Internet Preservation Consortium (IIPC)
Germany	German National Library	member of International Internet Preservation Consortium (IIPC), member of Unified Digital Format Registry (UDFR)
Iceland	National and University Library of Iceland	member of International Internet Preservation Consortium (IIPC)
Israel	National Library of Israel	member of International Internet Preservation Consortium (IIPC)
Italy	National Library of Italy, Florence	member of International Internet Preservation Consortium (IIPC)
Japan	National Diet Library, Japan	member of International Internet Preservation Consortium (IIPC)

**Library of Congress
NDIIPP Partners and Projects**

Location	Partner	Project/Activity
New Zealand	National Library of New Zealand	member of International Internet Preservation Consortium (IIPC), member of Unified Digital Format Registry (UDFR)
Norway	The National Library of Norway	member of International Internet Preservation Consortium (IIPC)
Poland	National Library of Poland	member of International Internet Preservation Consortium (IIPC)
Singapore	National Library Board, Singapore	member of International Internet Preservation Consortium (IIPC)
Slovenia	National and University Library Slovenia	member of International Internet Preservation Consortium (IIPC)
South Korea	National Library of Korea	member of International Internet Preservation Consortium (IIPC)
Spain	Consorci de Biblioteques Universitaries de Catalunya	member of International Internet Preservation Consortium (IIPC)
	Library of Catalunya	member of International Internet Preservation Consortium (IIPC)
	National Library of Spain	member of International Internet Preservation Consortium (IIPC)
Sweden	National Library of Sweden	member of International Internet Preservation Consortium (IIPC)
Switzerland	Swiss National Library	member of International Internet Preservation Consortium (IIPC)
The Netherlands	Internet Memory Foundation	member of International Internet Preservation Consortium (IIPC)
	National Library of the Netherlands	member of International Internet Preservation Consortium (IIPC), member of Unified Digital Format Registry (UDFR)
United Kingdom	British Library	member of International Internet Preservation Consortium (IIPC), member of Unified Digital Format Registry (UDFR)
	Hanzo Archives Limited	member of International Internet Preservation Consortium (IIPC)
	National Archives of England, Wales, and the United Kingdom	member of International Internet Preservation Consortium (IIPC), partner in Unified Digital Format Registry (UDFR)
Brazil	Pontifícia Universidade Católica do Rio de Janeiro	partner in the MetaArchive Project part of the Digital Preservation Partners initiative
Canada	National Film Board of Canada	member of National Digital Stewardship Alliance (NDSA)
United Kingdom	Digital Curation Centre, University of Edinburgh	partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access
	Digital Preservation Coalition	member of the DPOE Steering Committee, advisor to NDIIPP
	University College London	partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access
	University of Hull	partner in the MetaArchive Project part of the Digital Preservation Partners initiative



APPENDIX F: Teaching with Primary Sources (TPS)

Overview

Through the Library's Office of Strategic Initiatives' (OSI) Teaching with Primary Sources program (TPS), Library staff and institutional partners are harnessing the power of primary sources as teaching tools by providing educators with methods and materials that build student literacy skills, content knowledge, and critical thinking abilities.

Both the Common Core State Standards (adopted by 45 states and the District of Columbia) and the newly-released C3: College, Career, and Civic Life Framework highlight the importance and value of teaching with primary sources. The Library is at the forefront of the effort to provide teachers with high quality methods and materials to do so.

Professional Development

In fiscal 2013, education resource specialists at the Library of Congress and TPS Consortium partners across the country provided a wide variety of professional development opportunities for educators. Through workshops, institutes, conferences, and webinars, TPS efforts served 22,558 teachers from 386 Congressional Districts – 88 percent of the 435 Congressional Districts. In addition, the program continued its collaboration with PBS Teacherline, a provider of high quality online professional development, and reached more than 100 teachers nationally through a 45-hour online course entitled *Teaching with Primary Sources from the Library of Congress*.

The Educational Consortium

The TPS Education Consortium consists of 28 universities, school districts and educational foundations in 17 states that assist the Library in the design and delivery of the TPS program. In addition, three members of the TPS Educational Consortium coordinate regional TPS activity in the East, Midwest, and West, identifying sub-grantees who wish to deliver TPS professional development. The regional program has expanded dissemination of TPS to 218 organizations that reach teachers in 47 states and the District of Columbia.

TPS staff enlisted the participation of 803 teachers to complete a beta test of the TPS Teachers Network

platform in fiscal 2013. Findings from the beta supported development of a permanent networking site for educators interested in using Library of Congress primary sources more effectively in their classrooms. This site went live in January 2014.

The Summer Teacher Institutes

In fiscal 2013, TPS offered five Summer Teacher Institutes at the Library of Congress. Educators from diverse educational settings – library/media specialists, classroom teachers, school administrators, and curriculum developers – took part. From more than 500 who applied, 130 were selected and completed the Institute, representing 37 states and 99 Congressional districts.

Several programmatic elements were added to the institutes to increase participation and collaboration with this program across the Library, and to enhance the teachers' ability to use acquired tools and resources after the Institute. First, a Library Open House was added to the program, vastly increasing the exposure of more than two dozen Library divisions to the educators who are charged to take what they've learned and share it with others outside of the Institutes. A specific programmatic element to prepare teachers to deliver Institute content to their colleagues (at school and district level and on social media) also was added, to drive toward increased scale and reach. Finally, the TPS Teachers Network beta was incorporated into the Institutes, giving the program a collaboration and sharing tool that increased participants' engagement and ability to promote the Library's resources before, during, and after the Institutes. The primary goal of the Institute is to provide participants with tools and resources to effectively integrate the Library's digitized primary sources into classroom teaching. Participants expressed a satisfaction with the degree to which this goal was met and reported significant gains in learning specific teaching strategies, skills for navigating the Library's web site, and the value of collaboration with other educators.

Professional Conferences for Educators

TPS presented and exhibited at national education conferences in order to better serve the K-12 population and elicit feedback from teachers across the country. In addition to participating in the largest conferences

for English and Social Studies teachers, Educational Outreach sought to improve its outreach to independent schools. The Library presented sessions and exhibited at the National Council of Teachers of English (NCTE) and National Council for the Social Studies (NCSS) and exhibited at three other conferences, reaching more than 28 thousand attendees.

Teacher Tools and Digital Initiatives

In fiscal 2013, the TPS team launched a new Twitter account for the Library's K-12 audience which allows the Library not only to promote its materials and programs but also to develop original teaching activities for the medium. In its first three months, the account acquired more than 2,500 followers.

The Library's blog for teachers, *Teaching with the Library of Congress*, published 105 posts. The blog promotes practical strategies for the effective use of the Library's online collections, and spotlights items from the collections that are especially well suited for classroom use.

Educational Outreach continued to build Library-centered teacher resources, publishing three new primary source sets (on the Spanish American War, Mexican American migrations and communities, and the Liljenquist Family Collection of Civil War Portraits), a set of resources for the 60 thousand participants in National History Day, and a special education issue of the Library of Congress Magazine.

TPS forged a new partnership with the National Council for the Social Studies and in September began publishing a new feature entitled "Sources and Strategies" in *Social Education*, the NCSS journal.

The Library's site for teachers, loc.gov/teachers, increased its readership by more than 15 percent over fiscal 2012, with more than 9 million views for the year. It was described by educational media as being "without compare," and a site where "the resources are as rich as the opportunities."

LOC Box

In its third year, the LOC Box (pronounced "Lock Box") field trip program was again booked to capacity. Students from grades four to six and their teachers/chaperones worked in teams to explore the Library's historic Thomas Jefferson Building. The program served 1,427 students from 24 schools in the DC metro area.

National Book Festival

TPS exhibited at this year's National Book Festival. The booth featured a hands-on activity with a large-

size facsimile of primary sources from the Library's collections. TPS shared information with more than 500 teachers and school librarians at the festival, securing 329 new subscribers to the blog. The TPS Teacher in Residence and the new Director of Educational Outreach both presented sessions in the Library of Congress Amphitheater.

Teacher in Residence

Since 2000, TPS has recruited teachers in residence to work on-site as they advise and make direct contributions to resources and programs developed for educators by the Library's staff. The fiscal 2013 Teacher in Residence made significant contributions to the development and integration of the TPS Teachers Network for Summer Institutes and launched the webinar initiative, with a special focus webinar on presidential inaugurations. She also engaged in collaboration with a Summer Institute participant that yielded a top-ten blog post for the year, "Kindergarten Historians". It has proven to be an effective marketing tool for demonstrating the value of TPS, especially for younger students. For the 2013-2014 school years, a librarian was selected for this role, who will contribute to new programs geared specifically to support school librarians and those who utilize the Library's primary sources for student research.

Future Program Growth and Development

TPS will be recognized as a leader and key participant in the national conversation on K-12 education, and TPS involvement will continue to be sought for contributions to conference panels, program boards, educational publications, and wherever primary-source-based learning is discussed. The program's primary goals fall into four categories:

Teacher Professional Development

- Increase the diversity of program (both in terms of participants and content), reach a larger audience.
- Increase alignment of program areas and approaches.
- Increase collaboration with colleagues from across the LC.

Teacher Resources and Materials

- Increase awareness, use, and sharing of all LC teacher resources (particularly by and for key audience segments).
- Develop teacher resources that address the needs of specific audiences (elementary, Science, Technology, Engineering, Math, and the Arts (STEM/STEAM), common core, Spanish-speaking).

- Develop mobile and other non-Web products to increase awareness among this visible and influential audience.
- Coordinate the visibility of all LC teacher and student resources.
- Continue to build and share a collective understanding among TPS Consortium and Ed Outreach staff members of effective practices for using primary sources to support student learning.

Student Resources and Opportunities

- Increase the post-funding/professional development involvement of TPS regional grantees and alumni teachers, from across Ed Outreach programs.
- Increase the cadre of TPS teachers who formally support their colleagues' use of the Library's primary sources (TPS coaches).
- Evaluate TPS Consortium members based on standard measures of performance.
- Raise awareness internally and externally of student resources and opportunities.
- Identify high-priority student resources for distribution by other channels.



APPENDIX G: Copyright Office Records Digitization Project Report of Accomplishments Fiscal 2013

Preservation

As of September 30, 2013, the Copyright Office had scanned, performed quality assurance review, and migrated to long-term managed storage, the images from 31,211,560 assignment and registration cards representing approximately 86.6 percent of the content of the Copyright Card Catalog. The Office expects to complete digitization of the entire catalog sometime in fiscal 2014.

When the project began in 2010, there was no backup copy for an estimated 78 percent of the cards. That number has now been reduced to less than 3 percent and will soon be reduced to zero, thus fully achieving the preservation goals of the project.

Public Access

As scanning proceeds, the Office is also actively engaged in studying the feasibility and cost of capturing data from the imaged cards and making the information publicly available online. A three stage approach is being studied so that a reasonable balance can be achieved between making the information available sooner and obtaining the funding required for a fully integrated solution. Stage one would make the card images available through an online card viewer with limited indexing but searchable in the way one would search the physical card catalog, i.e. a virtual card catalog. The file naming conventions followed in creating digitized card images during the past four years will facilitate organizing the images and displaying them through a hierarchical process by catalog card set, drawer, and card image. Stage two would enhance the virtual card catalog by building an index of card headings, which would be word searchable and displayed in a scrollable list to provide improved searching for users. This stage would require limited data capture from the card images but would need

only parsing of the card headings. Stage three would provide a fully searchable database of copyright facts parsed and organized to provide seamless searching across the historical and the current records of copyrights and assignments.

A Working Group of subject matter experts has been formed and tasked with exploring options for making the imaged records available in ways that best address the reasons for which people use Copyright records. Findings from public user interviews, online surveys, and the Copyright blog are being studied. A second Working Group delivered a report of findings and recommendations to the Register describing characteristics and patterns found in the 1971 to 1977 registration catalog cards. The findings show that parsing of information such as title, claimant name, and registration number is feasible as well as the possibility of distinguishing author names. The information will be used in future requests for proposals to convert copyright data from card images through crowdsourcing workflows or other cost effective means for capturing and parsing the data. The volunteers who performed the analysis and prepared the report were authorized to proceed with a similar analysis of the 1955 to 1970 registration catalog cards and they will prepare and deliver a report of findings and recommendations for that card set this fiscal year.

Two Requests for Information (RFIs) were published on FebBizOpps to obtain cost information to capture and parse data from the registration and assignment records. The responses show that this part of the project will require substantial funding and may take years to complete. The information acquired is being used in budget planning.



APPENDIX H: Copyright Office – Estimated Value of Materials Transferred to the Library in Fiscal 2013

Copyright Office, Salaries and Expenses

Estimated Value of Materials Transferred to the Library of Congress in Fiscal 2013 (Dollars in Thousands)

Category of Work	Registered Works Transferred	Non-Registered Works Transferred	Total Works Transferred	Average Unit Price	Value of Works Transferred
Books¹	179,589	107,461	287,040		\$13,719,648
Book - hardbound	84,955	24,711	109,666	\$90.50	[9,924,773]
Book - softbound	72,823	18,109	90,932	36.98	[3,362,665]
e-books (Pro Quest)	21,811	64,631	86,442	5.00	[432,210]
Serials	75,341	220,008	295,349		9,803,373
Periodicals ^{2,3}	75,331	190,311	265,642	49.76	[9,252,842]
Newspapers ²	10	27,463	27,473	1.50	[28,847]
eSerials	0	2,234	2,234	233.52	[521,684]
Microforms	316	3,902	4,218		632,126
Microfilm	312	3,902	4,214	150.00	[632,100]
Microfiche	4	0	4	6.55	[26]
Motion Pictures	548	5	553		3,673,982
Film - 35 mm/70 mm/IMAX	293	4	297	12,272.42	[3,644,909]
Film - 16 mm	1	0	1	1,500.00	[1,500]
Videotape	254	1	255	108.13	[27,573]
CD/DVDs	39,775	1,413	41,188	25.00	1,029,700
Printed Music	2,831	836	3,667	58.01	212,723
Maps	359	135	494	45.32	22,388
Prints, Posters, Photographs, and Works of Art	9,146	68	9,214	36.84	339,444
Total	307,905	333,818	641,723		\$29,433,384

¹ 60 percent of "Books" are selected for the collections; 40 percent are used for the Library's exchange program.

² 70 percent of "Periodicals" and "Newspapers" are selected for the collections.

³ The figure for non-registered "Periodicals" includes: (1) an estimate based on average loads in hampers delivered to Library processing and custodial divisions and (2) a count of serials issues checked in through the Copyright Acquisitions Division. For the estimated portion, there was an earlier change in the physical method of delivery, which decreased the average amount per hamper. The figures above reflect a reasonable estimate of current receipts per hamper and will be reviewed on a regular basis.

Copyright Office, Salaries and Expenses
Receipt Authority and Obligations – Fiscal 2010 – Fiscal 2015
(Dollars in Thousands)

Authority/Obligations	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Estimate	2015 Estimate
Receipt Authority:						
Offsetting collections	\$27,799	\$27,359	\$26,797	\$27,721	\$27,971	\$27,971
Royalties credited to Licensing appropriation from Cable, Satellite, and DART	5,172	5,266	5,109	5,099	5,099	5,230
Royalties credited to CRJ appropriation from Cable, Satellite, and DART	151	137	375	374	374	381
Estimated value of materials transferred to the Library	32,885	31,060	30,453	29,433	30,000	30,000
Total Receipt Authority	\$66,007	\$63,822	\$62,734	\$62,627	\$63,444	\$63,582
Obligations:						
Pay	\$43,259	\$43,436	\$40,933	\$38,808	\$40,576	\$42,853
Other Obligations	10,132	9,013	9,553	10,576	11,048	10,215
Total Obligations	\$53,391	\$52,449	\$50,486	\$49,384	\$51,624	\$53,068
RATIO of Receipt Authority to Obligations	124%	122%	124%	127%	123%	120%



ARCHITECT OF THE CAPITOL – LIBRARY BUILDING AND GROUNDS

Overview

The Library Buildings and Grounds (LB&G) jurisdiction is responsible for the maintenance, repair, and operations; mechanical and electrical infrastructure; heating, ventilation and air conditioning (HVAC); plumbing; painting; grounds maintenance; snow removal; and any construction related to the Library of Congress (LOC) buildings and grounds. Facilities include: Thomas Jefferson Building; James Madison Memorial Building; John Adams Building; the LOC Special Facilities Center, which includes the Little Scholars child development center; the Congressional campus at Fort Meade, Maryland; and the National Audio-Visual Conservation Center located in Culpeper, Virginia.

Fiscal 2015 Budget Request

AOC is requesting \$62.756 million in fiscal 2015 for the LB&G account. This reflects an increase of \$9.365 million from the fiscal 2014 enacted base of \$53.391 million.

The LB&G budget is presented in two sections: (1) Operating Budget and (2) capital multi-year projects.

The following highlights each section:

Operating Budget: **\$25.435 million**

The Operating Budget of the LB&G appropriation funds all costs associated with the care, maintenance, and operation of LOC buildings and grounds, with the exception of cleaning services.

Capital Multi-Year Projects: **\$37.321 million**

The Capital Budget covers major construction or system replacement requirements to address fire, life-safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs, with a focus on energy savings.

Projects include the following:

North Exit Stair B, Thomas Jefferson Memorial Building (TJB) **[\$14.831 million]**

This project is an integral part of the approved abatement plan to address the Office of Compliance Citation #31-2 regarding Library of Congress egress deficiencies. The project corrects common paths of travel violations and dead-end conditions to ensure that occupants will be able to exit the building in an efficient and rapid manner. The recommended corrections for the TJB are to construct a new self-supporting masonry exit stair in the Northeast Stacks that extends from the cellar to the top floor of the building. In addition, the AOC will construct new fire-rated exit passageways, a fire-related exit enclosure, and a cellar exit.

**Infrastructure UPS Replacement, Main Data Center, Phase I,
James Madison Memorial Building (JMMB) [\\$4.5 million]**

Phase I of this construction project will provide necessary replacement infrastructure to support the available conditioned power in the JMMB data center. This equipment replacement is necessary to maintain the reliability, availability, and maintainability of conditioned power to meet the LOC's mission for information technology services for the Congress and the public. This project will replace the existing and aging Uninterruptable Power Supply (UPS) with a more reliable and maintainable UPS system.

Fall Protection, James Madison Memorial Building (JMMB) [\$3.911 million]

Currently there is no safe way to access various parts of the roof and building façade of the JMMB, resulting in the postponement of critical maintenance tasks. This project includes installation of multiple track-type systems above the roof level that will arrest the fall of maintenance workers, in addition to installation of individual fall protection anchorages where needed. Tieback anchors for properly securing a suspended scaffold for façade maintenance will be integrated with the fall protection systems. The tieback anchors will comply with current standards and codes for properly securing a suspended facilities maintenance scaffold. Noncompliant existing fall-protection systems will be removed.

**Direct Digital Controls Upgrade, Phase II,
James Madison Memorial Building (JMMB) [\$3.706 million]**

This is the second phase of a three-phase program designed to convert a total of 30 JMMB air handlers to digital controls. This design-build project replaces antiquated pneumatic controls on 11 JMMB air handling units with new direct digital controls. The new controls will be integrated into the Building Automation System for centralized control, monitoring, energy management, and operational trending.

Elevator Modernization [\$3.404 million]

This project is part of a multi-year phased program to upgrade and modernize the elevators in the LOC buildings. This phase of the project takes place in the James Madison Memorial and the John Adams Buildings and includes upgrading the controls of the elevators and bringing the elevators up to current accessibility and life-safety standards.

**Book Conveyor & Pneumatic Messenger System Removal
& Infrastructure Repairs, John Adams Building (JAB) [\$2.925 million]**

This building-phased project is for removal of the obsolete book conveyor and the pneumatic messenger systems throughout the LOC buildings. This phase of the project includes removal of all architectural, electrical, and hazmat requirements of the obsolete systems and repair of the building openings left by removal of the systems with code compliant fire rated assemblies in the JAB.

**South Stair E, Phase 1, Expansion Shelving Renovations, Decks C, D, 37, and 38,
Thomas Jefferson Building (TJB) [\\$1.309 million]**

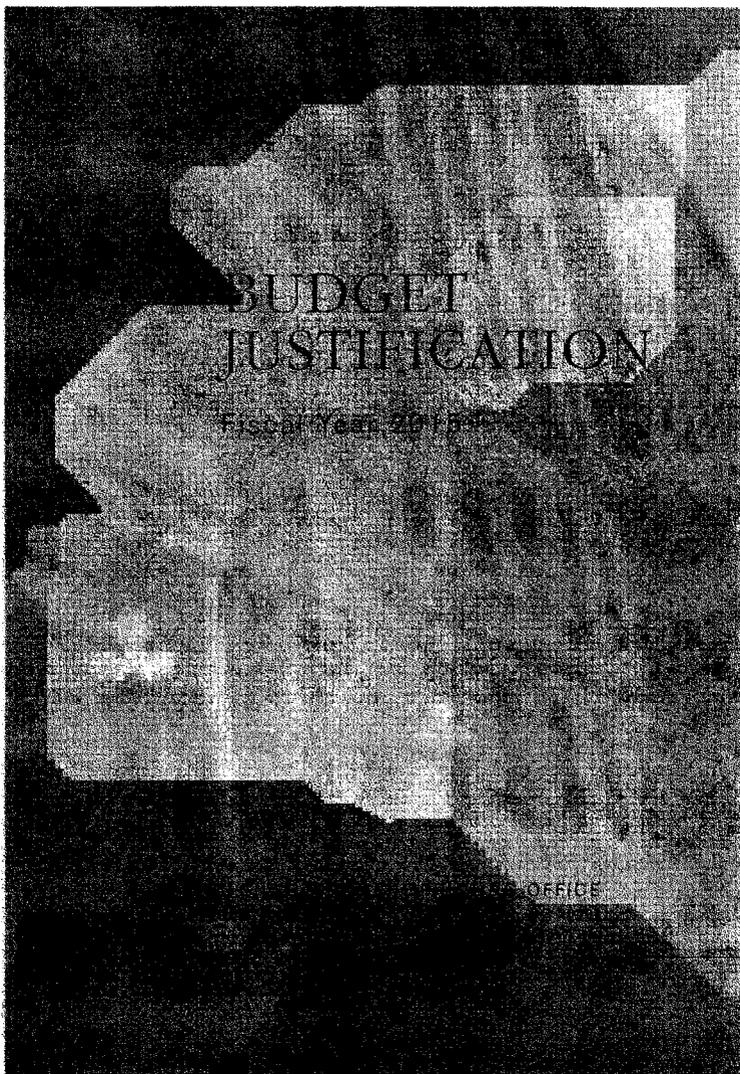
This renovation/relocation project is necessary to enable construction of the new TJB South Egress Stair E, because approximately 330 thousand book volumes require permanent relocation. Shelving must be provided or located to allow for continued maintenance of these displaced collections within the Capitol complex. This project will provide shelving for 240 thousand book volumes on Decks C, D, 37, and 38 of the TJB. The Library has identified additional space for 90 thousand volumes on existing shelving on Decks C and D in the TJB. However, prior to shelving installation and book relocation, additional structural support must be installed and attached to the existing building structure to support the new shelving loads.

Roof Repairs Design, Thomas Jefferson Building (TJB) [\$735 thousand]

The project is to prepare a complete set of construction documents that will merge the roof repair recommendations from the study completed in July 2010 by the firm Beyer Blinder Belle, lightning protection system requirements, and the newly installed roof fall protection systems on the TJB roof.

Minor Construction [\$2 million]

Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the LB&G appropriation.





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February 24, 2014

The Honorable Tom Cole
Chairman
Subcommittee on Legislative Branch Appropriations
Committee on Appropriations
U.S. House of Representatives
Washington, DC 20515

The Honorable Jeanne Shaheen
Chairwoman
Subcommittee on Legislative Branch Appropriations
Committee on Appropriations
U.S. Senate
Washington, DC 20510

Dear Chairman Cole and Chairwoman Shaheen:

I have the honor to transmit herewith the appropriations request of the U.S. Government Printing Office (GPO) for FY 2015.

Strategic Outlook GPO is transforming from a print-centric to a content-centric publishing operation. The implementation of a digital transformation is consistent with the goals outlined in the President's Roadmap for a Digital Government as well as the recommendations submitted in January 2013 by the National Academy of Public Administration regarding GPO's transition to a digital future.

In FY 2015 and the years ahead, GPO will continue to develop an integrated, diversified product and services portfolio that primarily focuses on digital. Although industry experts predict tangible print will continue to be required because of official use, archival purposes, authenticity, specific industry requirements, and segments of the population that either have limited or no access to the digital format, we recognize that the volume of tangible print that is requisitioned from GPO will continue to decline.

In transforming its business model, GPO is focusing on managing content for customer and public use both today and tomorrow. GPO uses its extensive experience and expertise to provide both digital public access to Government information in a variety of formats and the most efficient and effective means for printing when required, all within a secure setting that is responsive to the customer's needs. GPO's Strategic Plan for FY 2014-2018 has been developed to carry out this vision and is available for public inspection in this budget justification document and at www.gpo.gov/about/.

Appropriations Request Our request includes the Congressional Printing and Binding Appropriation and the Salaries and Expenses Appropriation of the Superintendent of Documents, which fund GPO's provision of congressional information products and services as authorized by law and our provision of public access to congressional and other Government information products through statutorily-authorized programs. All other GPO programs and activities – including the production of U.S. passports for the Department of State as well as secure credentials as requisitioned by Federal agencies, the production and procurement of other information products and services for Federal agencies, the sales of Government Information products and services to the public, and related operations – are financed on a reimbursable basis through GPO's business-like Revolving Fund, which is authorized through the annual Legislative Branch Appropriations bill. Our request also includes funding for specified projects under the Revolving Fund.

GPO is requesting a total of \$128,919,000 for FY 2015, an increase of \$441,000 or 0.3% over our request for FY 2014 (before the sequester), and an increase of \$9,619,000 or 8.1% over the level of funding provided for FY 2014 in P.L. 113-76. The increase is primarily attributable to the Congressional Printing and Binding account due to the currently projected reduction in the availability of unexpended prior year funds to offset new funding requirements. The other significant component of our increased request is for support of GPO's Federal Digital System (FDsys) and our Composition System Replacement project as well as necessary facilities maintenance and repairs.

GPO's appropriations request for FY 2015 will enable us to:

- meet projected requirements for GPO's congressional printing and binding operations;
- fund the operation of GPO's statutory information dissemination programs and provide investment funds for necessary information dissemination projects; and
- continue the development of FDsys and GPO's Composition System Replacement project and carry out necessary facilities maintenance and repair projects.

Congressional Printing and Binding Appropriation We are requesting \$85,400,000 for this account. This represents an increase of \$5,664,000 or 7.1% over the level of funding we requested for FY 2014 (before the sequester), which was the same level approved in P.L. 113-76. The increase is due primarily to the reduced availability of unexpended prior year funds to offset new funding requirements. We are continuing to closely monitor the payment of all outstanding prior year congressional printing and binding obligations, and will request the approval of the Appropriations Committees to transfer any additional unobligated prior year balances to the Revolving Fund later this year. This will potentially reduce our request for new funding for the Congressional Printing and Binding account.

For FY 2014, we estimated that total congressional printing and binding requirements would be \$89,487,000. We plan to use \$9,751,000 of transfers from the unexpended balances of prior year appropriations to help offset these requirements. This reduced our need for new funding to \$79,736,000, the level that has been approved for FY 2014.

For FY 2015, we estimate that total congressional printing and binding requirements will be \$90,713,000, an increase of \$1,226,000 or 1.4%, which is a third less than the anticipated 2.1% inflation increase. At this time, we plan to use \$5,313,000 that is available in unexpended prior funds to offset these requirements, resulting in our request for \$85,400,000 in new funding. As noted above, we are continuing to monitor the liquidation of outstanding obligations against our prior year accounts, and should additional prior year unexpended balances become available, we will request their transfer for FY 2015 purposes. The estimated requirements for FY 2015 include a projected price level increase of \$1,895,000, based on an average 2.1% rise in printing costs. The effects of the price level increase are offset by an estimated \$669,000 reduction in volume requirements. The volume estimate is derived from historical data. While volume is projected to increase for hearings, miscellaneous printing and services, bills and resolutions, and the *Congressional Record Index*, volume reductions are projected for all other congressional printing and binding categories, chiefly in the categories for the *Congressional Record*, legislative calendars, document envelopes and franks, miscellaneous publications, and committee prints.

House Report 112-148, accompanying the Legislative Branch Appropriations bill for FY 2012, requires the presentation of budget requirements from a zero base. However, GPO has no control over the workload requirements of the Congressional Printing and Binding Appropriation. These are determined by the legislative activities and requirements of the House of Representatives and the Senate as authorized by the applicable provisions of Title 44, U.S.C. GPO utilizes historical data incorporating other relevant factors to develop estimates of likely congressional printing and binding workload requirements. These requirements are used as the basis of the budget presentation for this account.

Salaries and Expenses Appropriation of the Superintendent of Documents We are requesting \$32,171,000 for this account. This represents a decrease of \$3,652,000 or 10.2% from the amount we requested for FY 2014 (before the sequester), and an increase of \$671,000 or 2.1% over the funding approved in P.L. 113-76. The requested amount is based on the outcome of using zero-based budgeting to determine the proper levels of funding needed to perform program activities at minimum levels, as directed by House Report 112-148.

Our total requirements for this account for FY 2015 are projected to be \$37,238,000. This includes \$2,500,000 for the development of metadata for the digitized bound *Congressional Record* and *Federal Register*; \$1,067,000 for the FDLP's digital harvesting and content management project; \$1 million for the historic shelflist digitization project; and \$500,000 in projects to enhance public access to Web-based publications. To cover these costs, there

is approximately \$5,067,000 in unexpended balances from prior year accounts for this appropriation. We will request the Appropriations Committees for authority to transfer these funds to the Revolving Fund to cover these project costs.

The funding we are requesting for FY 2015 will cover mandatory pay and related cost increases of \$271,000. Merit and other pay increases are included for 94 FTE's, a reduction of 20 from the level requested for FY 2014. In addition, the requested funding covers projected price level increases of \$400,000, including ongoing systems maintenance and FDsys operating expenses.

Revolving Fund We are requesting \$11,348,000 for this account, to remain available until expended. This is a decrease of \$1,571,500 or 12.2% from the level we requested for FY 2014 (before the sequester), and an increase of \$3,284,000 or 40.7% over the funding provided in P.L. 113-76.

The request includes \$5,332,000 for FDsys projects, including \$3,800,000 for repository development, search development, and Web app and processing development, to maintain consistent delivery of new features and functionality associated with the introduction of the next generation FDsys, scheduled for FY 2015. In addition, we are requesting \$1,532,000 for FDsys infrastructure improvements including test environment, development environment, storage upgrade, and additional bandwidth to accommodate continuing increases in public use. The recent report of the National Academy of Public Administration on GPO discussed the need for appropriations to provide necessary funding for FDsys. With nearly 1 million titles available including congressional titles, FDsys supports broad public access to Government information. In 2013, the system averaged 38.7 million downloads per month, with a spike up to 47.5 million retrievals during the recent Government shutdown.

GPO has been working on the development of our XML-based Composition System Replacement (CSR) project, which will replace our aging Microcomp composition system. The objective of the project is to match the typographical style and page layout of current printed publications, as well as support enhanced search, retrieval, data formats, and repurposing of data. Completion will be based on an iterative process over a series of years and releases, based upon stakeholder requirements and priorities for content collections. It will integrate with internal and external systems, such as FDsys and XML authoring tools utilized by external customers (e.g., ALEX and LEXA in the House and the Senate). The new system will allow GPO and its users to employ XML while maintaining the current functionality available via Microcomp. In FY 2015, GPO plans to continue active development of core legislative documents, beginning with bills, resolutions, and amendments but also efforts to migrate additional publications to XML. We are requesting \$3.5 million for this purpose, which will cover the costs for hardware, software, and staffing needed for project support, development and implementation.

We are also requesting \$2,516,000 for a range of facilities projects, including replacement of aging elevators and the roof, acquisition of a new automated utility management system, and projects to install upgraded volt transformers, design of a "free cooling" heat exchange system, installation of an air compressor, and a new cooling system for GPO's data center. These projects will upgrade building systems supporting the provision of digital information production and dissemination services for Congress.

Chairman Cole and Chairwoman Shaheen, we look forward to working with you and your Subcommittees in your consideration of our appropriations request for FY 2015.

Sincerely,



DAVITA VANCE-COOKS
Public Printer

Enclosure

cc: The Honorable Debbie Wasserman Schultz
Ranking Member
House Subcommittee on Legislative Branch Appropriations

The Honorable John Hoeven
Ranking Member
Senate Subcommittee on Legislative Branch Appropriations

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Executive Summary and Results of FY 2013 Operations

The Government Printing Office (GPO) is the **OFFICIAL, DIGITAL, SECURE** resource for producing, procuring, cataloging, indexing, authenticating, disseminating, and preserving the official information products of the Federal Government.

Under Title 44 of the *U.S. Code*, GPO is responsible for the production and distribution of information products for all three branches of the Government, including the official publications of Congress and the White House, U.S. passports for the Department of State, and the official publications of other Federal agencies and the courts. Once primarily a printing operation, we are now an integrated publishing operation and carry out our mission using an expanding range of digital as well as conventional formats. Total GPO employment today is about 1,900.

Along with sales of publications in digital and tangible formats to the public, GPO supports openness and transparency in Government by providing permanent public access to Federal Government information at no charge through our Federal Digital System (FDSys, at www.fdsys.gov), which today makes nearly one million Federal titles available online from both GPO's servers and links to servers in other agencies, and in 2013 averaged 38.7 million downloads per month (with a spike up to 47.5 million retrievals during the recent Government shutdown). We also provide public access to Government information through partnerships with approximately 1,200 libraries nationwide participating in the Federal Depository Library Program.

In addition to GPO's Web site, www.gpo.gov, we communicate with the public routinely via Twitter twitter.com/USGPO, YouTube <http://www.youtube.com/user/gpoprinter>, Facebook <http://www.facebook.com/USGPO>, and most recently Pinterest <http://pinterest.com/usgpo/>.

History From the Mayflower Compact to the Declaration of Independence and the papers leading to the creation and ratification of the Constitution, America is a nation based on documents, and our governmental tradition since then has reflected that fact. Article I, section 5 of the Constitution requires that "each House shall keep a journal of its proceedings and from time to time publish the same." After years of struggling with various systems of contracting for printed documents that were beset with scandal and corruption, in 1860 Congress created the Government Printing Office as its official printer. GPO first opened its doors for business on March 4, 1861, the same day Abraham Lincoln was inaugurated as the 16th President.

Since that time, GPO has produced and distributed the official version of every great American state paper — and an uncounted number of other Government publications, documents, and forms — including the Emancipation Proclamation, the legislative publications and acts of Congress, Social Security cards, Medicare and Medicaid Information, census forms, tax forms, citizenship forms, passports, military histories ranging from the Official Records of the War of the Rebellion to the latest accounts of our forces in Afghanistan, the *9/11 Commission Report*, Presidential inaugural addresses, and Supreme Court opinions. This work goes on today, in both digital and print forms.

Strategic Vision GPO is transforming from a print-centric to a content-centric publishing operation. Our implementation of a digital transformation is consistent with the goals outlined in President Obama's Roadmap for a Digital Government (Digital Government: Building a 21st Century Platform to Better Serve the American People, May 2012). It is also consistent with the recommendations submitted by the National Academy of Public Administration (*Rebooting the Government Printing Office: Keeping America Informed In the Digital Age*, January 2013) regarding GPO's transition to a digital future.

In FY 2015 and the years ahead, GPO will continue to develop an integrated, diversified product and services portfolio that primarily focuses on digital. Although industry experts predict tangible print will continue to be required because of official use, archival purposes, authenticity, specific industry requirements, and segments of the population that either have limited or no access to digital formats, we recognize that the volume of tangible print that is requisitioned from GPO will continue to decline.

Strategic Plan GPO's strategic plan, which is available for public review at <http://www.gpo.gov/about/>, is built around four continuing strategic goals: satisfying our stakeholders, offering products and services, strengthening our organizational foundation, and engaging our workforce. The plan provides the blueprint for how GPO will continue to achieve its mission of *Keeping America Informed* with an emphasis on being *Official, Digital, Secure*. GPO's senior managers convene at the beginning of the fiscal year to review the plan and approve it before it is issued.

GPO's customers are involved in the digital world and understand technological change. Accordingly, it is important that GPO fosters an environment that embraces change and innovation, which leads to new products and services, new methods, and new ways of thinking. While tangible printing still continues today at GPO, the demand for printed publications is declining. At the same time, there has been an exponential growth in digital requirements by Congress and Federal agencies. Moreover, the public – including the library and Government information user communities – has signaled its strong desire for increased access to Government information digitally.

GPO has changed to anticipate and accommodate those requirements. The content received from Congress and Federal agencies needs to be managed through a life cycle process that supports the primary requirement to make the digital version of publications permanently available online, and to print only when required or otherwise necessary. This policy is consistent with the President's executive order of November 2011 dealing with printing.

In transforming its business model, GPO is focusing on managing content for customer and public use both today and tomorrow. GPO uses its extensive experience and expertise with digital systems to provide both permanent public access to Government information in a variety of formats and the most efficient and effective means for printing when required, all within a secure setting that is responsive to the customer's needs.

Technology Transformation GPO has continually transformed itself throughout its history by adapting to changing technologies. In the ink-on-paper era, this meant moving from hand-set to machine typesetting, from slower to high-speed presses, and from hand to automated bookbinding. These changes were significant for their time.

Yet they pale by comparison with the transformation that accompanied our incorporation of electronic information technologies, which began over 50 years ago in 1962 when the Joint Committee on Printing directed the agency to develop a new system of computer-based composition. That order led to the development of GPO's first electronic photocomposition system, which by the early 1980's had completely supplanted machine-based hot metal typesetting. Following the enactment of the GPO Electronic Information Access Enhancement Act in 1993, the databases generated by our composition system were uploaded to the Internet via GPO's first Web site, *GPO Access*, vastly expanding the agency's information dissemination capabilities. Those functions continue today with FDSys on a more complex and comprehensive scale.

While transforming to an increasingly digital footing, GPO continues to provide an array of printing services to support the needs of Congress, Federal agencies, and the public. GPO is retooling its print operations to utilize a smaller, more flexible, more digitally-based equipment profile than previously. In FY 2014 we will install a new zero make-ready press to support congressional printing requirements, which will replace two aging presses that have been in place since 1979. Our annual spending plan for FY 2014 includes the acquisition of a new digital binding line to replace our automated binding line that has been in place since 1983. Likewise, we are continually reviewing other product and equipment options to ensure that printing is produced with the most efficient, effective technologies available.

As a result of these sweeping technology changes — digital products, equipment, and processes — GPO is now fundamentally different from what it was as recently as a generation ago: smaller, leaner, and equipped with digital production capabilities that are the bedrock of the information systems relied upon daily by Congress, Federal agencies, and the public to ensure open and transparent Government in the digital era. As we prepare GPO for the Government information environment and technology challenges of the future, our transformation is continuing with the development of new ways of delivering Government information, including apps and bulk data download files.

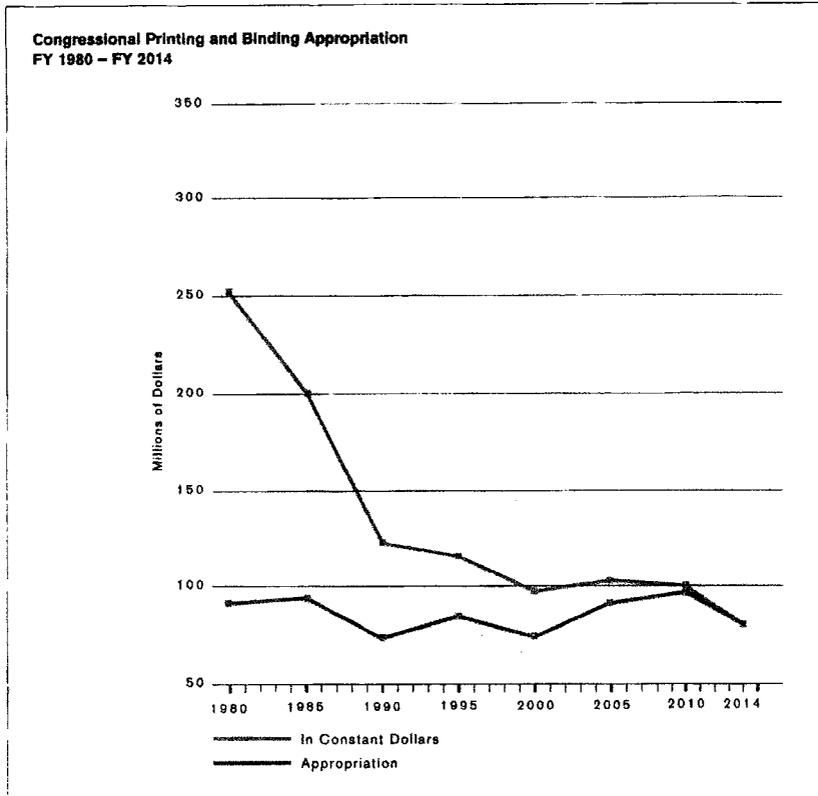
GPO and Congress

For the Clerk of the House, the Secretary of the Senate, and the committees of the House and the Senate, GPO produces the documents and publications required by the legislative and oversight processes of Congress. This includes the daily *Congressional Record*, bills, reports, legislative calendars, hearings, committee prints, and documents, as well as stationery, franked envelopes, memorials and condolence books, programs and invitations, phone books, and the other products needed to conduct the legislative business of Congress. We also detail expert staff to support the publishing requirements of House and Senate committees and congressional offices such as the House and Senate Offices of Legislative Counsel. We work with Congress to ensure the provision of these services under any circumstances through continuity-of-operations (COOP) planning.

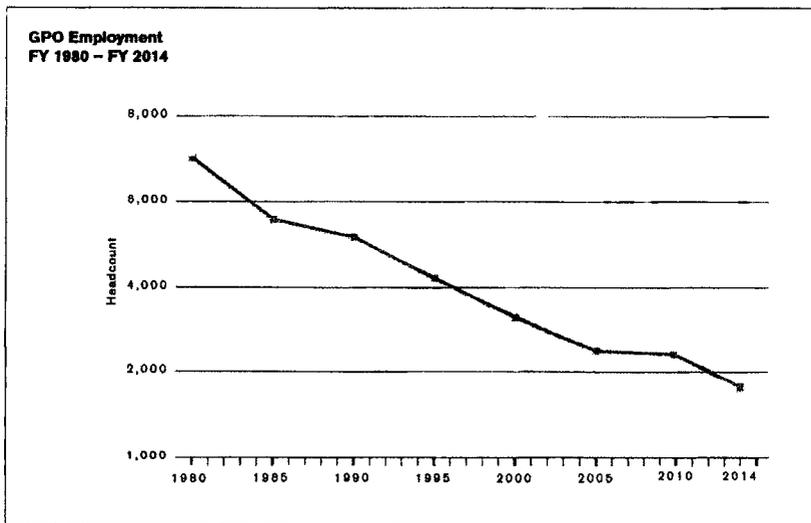
Today the activities associated with creating congressional information databases comprise the vast majority of the work funded by our annual Congressional Printing and Binding Appropriation. In addition to using these databases to produce printed products as required by Congress, GPO uploads them to the Internet via FDsys, and they are the source of the apps we build for congressional information. Our advanced digital authentication system, supported by public key infrastructure (PKI), is an essential component for assuring the digital security of congressional documents.

GPO's congressional information systems also form the building blocks of other information systems supporting Congress. Our congressional information databases are provided directly to the Library of Congress to support its new Congress.gov system as well as the legislative information systems the Library makes available to House and Senate offices. We are collaborating with the Library on the digitization of previously printed documents, such as the *Congressional Record* dating from 1873 to 1998, to make them more broadly available to Congress and the public.

GPO Cuts the Cost of Congressional Work The use of electronic information technologies by GPO has been a principal contributor to lowering the cost, in real economic terms, of congressional information products. In FY 1980, as we began replacing hot metal typesetting with electronic photocomposition, the appropriation for our Congressional Printing and Binding Appropriation was \$91.6 million, the equivalent in today's dollars of \$259 million. By comparison, our approved funding for FY 2014 is \$79.7 million, a reduction of more than two-thirds in constant dollar terms.



Productivity increases resulting from technology have enabled us to make substantial reductions in staffing requirements while continuing to improve services for Congress. In 1980, GPO employment was 6,450. Today, we have 1,879 employees on board, representing a reduction of 4,571, or more than 70%. This is the smallest GPO workforce of any time in the past century.



Highlights of FY 2013 Congressional Work In 2013, we released a version of the 113th Congress Mobile Member Guide app, which contains data equivalent to the *Congressional Pictorial Directory*, with further updates to be completed this year.

At the direction of the House Appropriations Committee, and in support of the House's task force on bulk data, in 2013 we worked with the Library of Congress to make House bill summaries prepared by the Congressional Research Service available in XML bulk data format, from the beginning of the 113th Congress. This follows the work we have done to make House bills available in XML bulk data format, beginning with the 113th Congress.

On September 17, 2013, Constitution Day, GPO and the Library of Congress jointly announced the results of a project to produce and update the *Constitution Annotated*, via the Web, an app, and a new print version. The 2013 edition marks the centennial of this highly regarded publication, which now is more broadly accessible than ever, with a new schedule for digital updates as Supreme Court decisions are announced.

For the last two years, GPO has been a participant and presenter at the House Legislative Data and Transparency Conference, along with staff from other legislative branch agencies, data users, and transparency advocates. In 2013, we discussed preservation objectives, practices, and strategies that ensure legislative content is permanently available in electronic format. We also presented information on a committee vote utility initiative that will record and organize the votes of each committee member in an XML format into the committee report, which will take the place of users having to type in the Member names and vote results for commonly taken votes.

The 2013 Presidential inauguration included the work GPO provided under the direction of the Joint Congressional Committee on Inaugural Ceremonies. We designed and produced approximately 80 different products for the event, including invitations, tickets, signs, pins, and other items that supported the organization and conduct of the inaugural ceremonies. We also produced secure credentials for the event.

Along with other congressional action, the sequester implemented during 2013 reduced funding for the Congressional Printing and Binding Appropriation. In response, we implemented increased controls on spending, reprioritized capital investment plans, and closely monitored costs. We also developed furlough plans that fortunately did not have to be activated. GPO was able to continue its support of Congress's information product requirements throughout the sequester period without any interruption or reduction in service. During the recent Government shutdown, GPO excepted a small workforce from being furloughed in order to produce the information products required by Congress and provide public access to digital congressional information.

GPO and Federal Agencies

Federal agencies are major generators of information in the United States, and GPO produces their information products for official use and public access. Federal agencies and the public also rely on a growing variety of secure credentials produced by GPO, including travelers holding U.S. passports, Medicare beneficiaries in Puerto Rico, and other users. Our digital systems support key Federal agency publications, including the annual *Budget of the U.S. Government* and, most importantly, the *Federal Register* and associated products. As it does for congressional documents, our digital authentication system, supported by public key infrastructure (PKI), assures the digital security of agency documents.

Highlights of FY 2013 Agency Operations For the past two years we have made the *Budget of the U.S. Government* available as a mobile app. In 2013, the FY 2014 Budget on FDsys had nearly 122,000 users in the first few days of availability, and our mobile Web app had approximately 62,000 users.

One of GPO's major agency customers is the Office of the Federal Register (OFR), which produces the daily *Federal Register* and related publications such as the *Code of Federal Regulations*, and other key information products like the *Daily Compilation of Presidential Documents* and the *Public Papers of the President*. GPO produces these publications in both digital and print formats. During the recent Government shutdown, GPO maintained a capability to provide public access to information on regulations affecting public health and safety.

A major document that GPO produces is the U.S. passport for the Department of State, which we have been responsible for since 1926. At one time no more than a conventionally printed document, the U.S. passport since 2005 has incorporated a digital chip and antenna array capable of carrying biometric identification data. With other security printing features, this document – which we produce in Washington, DC, as well as a secure remote facility in Mississippi – is now the most secure identification credential obtainable. In 2013, we were directed by the Department of State to begin work on development of the next generation passport, a project that we now have underway.

Since 2008, we have served as an integrator of secure identification smart cards to support the credentialing requirements of Federal agencies and other Government entities. Our secure credential unit has been certified by the General Services Administration (GSA) as the only government-to-government provider of credentials meeting the requirements of Homeland Security Presidential Directive 12 (HSPD-12). In 2013, following the approval of the Joint Committee on Printing, we completed the installation of a COOP facility for card production at our facility in Mississippi on time and under budget, and began operations.

The sequester implemented during 2013 reduced funding for Federal agencies, potentially affecting funding for printing and other information products ordered through GPO. In response, we implemented increased controls on spending, reprioritized capital investment plans, and closely monitored costs. We also developed furlough plans that fortunately did not have to be activated. GPO was able to continue its support of Federal agency printing and information product requirements throughout the sequester period without any interruption or reduction in service. During the recent Government shutdown, GPO initially scaled back support of Federal agency requirements consistent with Office of Management and Budget and related requirements for a lapse in funding. However, as the shutdown continued and some agencies returned to business (such as the Department of Defense), GPO responded to their essential requirements. Additionally, GPO maintained public access via FDsys to health and safety regulatory information issued by the Office of the Federal Register during the shutdown.

Partnership with Industry Other than congressional and other work such as the *Federal Register*, the *Budget*, and secure and intelligent documents, we produce virtually all other Federal agency information product requirements via contracts in partnership with the private sector printing and information product industry. This work currently amounts to about \$300 million annually. Approximately 16,000 individual firms are registered to do business with GPO, the vast majority of whom are small businesses averaging 20 employees per firm. Contracts are awarded on a purely competitive basis; there are no set-asides or preferences in contracting other than what is specified in law and regulation, including a requirement for Buy American. This partnership provides great economic opportunity for the private sector.

The decline in printing government-wide has reduced the amount of work we produce through this partnership, the result of the ongoing transformation of Federal agency information requirements from print to digital, the President's initiative to reduce Federal printing, and to some extent funding reductions for overall Federal spending including sequestration. However, this partnership achieves significant savings and efficiencies for the printing that it continues to produce, and in the process generates private sector jobs nationwide.

We have long advocated that where Federal agency printing is required, this partnership is the most cost-effective way of producing it. We were interested to see the results of a Government Accountability Office study, conducted at the request of the Joint Committee on Printing and completed in 2013, that identified approximately 80 Federal printing plants still in operation governmentwide. Additional savings for taxpayers could occur if the work these plants are producing is transferred instead to GPO's partnership with the private sector printing and information product industry.

GPO and Open, Transparent Government

Producing and distributing the official publications and information products of the Government fulfills an informing role originally envisioned by the Founders, as James Madison once said:

A popular Government without popular information, or the means of acquiring it, is but a Prologue to a Farce or a Tragedy, or perhaps both. Knowledge will forever govern ignorance, and a people who mean to be their own Governors, must arm themselves with the power which knowledge gives.

GPO operates a variety of programs that provide the public with "the means of acquiring" Government information that Madison spoke of. These programs include the Federal Depository Library program (FDLP), Federal Digital System (FDsys), Publications Sales, and social media.

Federal Depository Library Program The FDLP has legislative antecedents that date back 200 years, to 1813. Across those years, depository libraries have served as critical links between "We the People" and the information made available by the Federal Government. GPO provides the libraries with information products in digital and, in some cases, tangible formats, and the libraries in turn make these available to the public at no charge while providing additional help and assistance to depository library users. The program today serves millions of Americans through a network of approximately 1,200 public, academic, law, and other libraries located across the Nation, averaging nearly three per congressional district. Once limited to the distribution of printed and microfiche products, the FDLP today is primarily digital, supported by FDsys and other digital resources.

In 2013, GPO continued work on our State Forecasting Project, a collaborative research project between GPO and depository libraries, which has surveyed all depository libraries to assess the current conditions of the program. Primary issues identified in the survey include budget constraints, use of physical space, staffing, and collection scope changes. Results from this initiative will serve as a blueprint for developing a new national plan for the future of the FDLP.

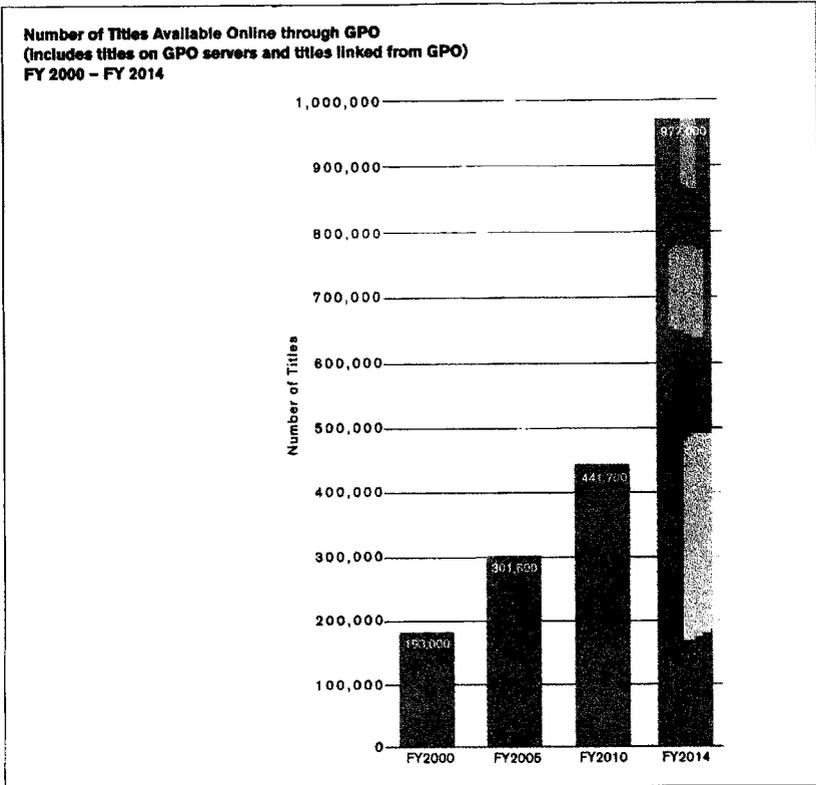
Federal Digital System GPO has been providing online access to congressional and Federal agency documents since 1994. Today, FDsys provides the majority of congressional and Federal agency content to the FDLP as well as other online users. This system has reduced the cost of providing public access to Government information significantly when compared with print, while expanding public access dramatically through the Internet. Public utilization of FDsys has increased substantially. In 2013, FDsys recorded its 500 millionth document retrieval since replacing our original online Web site, GPO Access. Currently, FDsys serves as a secure preservation repository for nearly one million individual titles from all three branches of the Government, the only system of its kind in operation today. In 2013, FDsys averaged 38.7 million downloads per month, with a spike up to 47.5 million retrievals during the recent Government shutdown.

GPO is continually adding collections to FDsys to provide increased public access to Government information. In 2013, we partnered with the Treasury Department on a pilot project to make digitized content from the Treasury library available on FDsys. Through the project, the *Treasury Reporting Rates of Exchange, 1956-2005*, which list the exchange rates of foreign currencies based on the dollar, are now available on FDsys. Over the next year, additional historical documents within the Treasury's library collection will be made available on FDsys. We will also add the *Official Register of the United States* for the time periods 1829-1861 and 1879-1959. There are plans to add a publication with information about the Federal workforce, including the name of every employee, their job title, state or country of birth, the location of their post, and their annual salary.

During the recent shutdown, the FDsys congressional and regulatory information collections were continually updated as an essential function in order to provide public access to this essential information. The other collections on FDsys

were not updated but were still accessible. All other information on gpo.gov (concerning our Online Bookstore, the FDLP Desktop, Contractor Connect, etc.) remained static during the shutdown.

GPO Achieves Savings in Information Dissemination In 1995, the first full year of our online operations, the cost of printing and distributing millions of copies of printed publications to Federal depository libraries nationwide was funded at \$17.6 million, the equivalent of \$26.9 million in constant dollars. For FY 2015, we are proposing to fund this function at \$8.7 million, a reduction of more than 67% in constant dollar terms. Along with appropriations to GPO's Revolving Fund, we have used the savings from reduced printing and distribution costs to pay for the establishment and operation of our digital information dissemination operations, achieving additional savings for the taxpayers, and vastly expanding public access to Government information.



Publication and Information Sales Program Along with the FDLP and FDsys, which are no-fee public access programs, GPO provides public access to official Federal information through public sales featuring secure ordering through an online bookstore, a brick and mortar bookstore at GPO headquarters in Washington, DC, and partnerships with the private sector that offer Federal publications as eBooks. As a one-stop shop for eBook design, conversion, and dissemination, our presence in the eBook market continues to grow. We now have agreements with Apple, Google's eBookstore, Barnes & Noble, OverDrive, Ingram, Zinio, and other online vendors to make popular Government titles such as the *Public Papers of the President-Barack Obama*, the *Financial Crisis Inquiry Report*, and *Ponzonium: How*

Scam Artists are Ripping Off America available as eBooks. Additionally, we are working with Congress to make various publications, including *Women in Congress*, *Black Americans in Congress*, and the upcoming *Hispanic Americans in Congress*, available as eBooks.

Reimbursable Distribution Program We operate distribution programs for the information products of other Federal agencies on a reimbursable basis, including General Services Administration (GSA) Consumer Information Center publications, from warehouses in Pueblo, CO, and Laurel, MD.

GPO and Social Media We use Facebook, Twitter, YouTube, and a book blog to share information about GPO news and events and to promote specific publications and products. By the end of 2013, we had 2,731 likes on Facebook, 5,000 followers on Twitter, and 93,705 views across nearly 53 videos on YouTube. Our book blog, *Government Book Talk*, focuses on increasing the awareness of new and classic Federal publications through reviews and discussions. In February 2013, we started up a presence on Pinterest and now have 288 followers pinning on 15 boards of Federal Government information.

GPO Finances

Revolving Fund All GPO activities are financed through a business-like Revolving Fund. The fund is used to pay all of GPO's costs in performing congressional and agency printing, printing procurement, and distribution activities. It is reimbursed from payments from customer agencies, sales to the public, and transfers from GPO's two annual appropriations: the Congressional Printing and Binding Appropriation and the Salaries and Expenses Appropriation of the Superintendent of Documents.

The Revolving Fund functions as GPO's checking account with the U.S. Treasury. GPO pays its expenses from this account either with a check or electronic transfer. The fund is reimbursed when the Treasury Department transfers money from agency appropriations accounts to the fund when agencies pay GPO invoices. This procedure also applies to the payment of transfers from the Congressional Printing and Binding and Salaries and Expenses Appropriations, and to deposits of funds collected from sales to the public.

GPO maintains a cash balance in the Revolving Fund that is used to pay all expenses. The cash balance fluctuates daily as payments are received from agency reimbursements, customer payments, and transfers from GPO appropriations.

Retained Earnings Under GPO's system of accrual accounting, annual earnings generated since the inception of the Revolving Fund have been accumulated as retained earnings. Retained earnings make it possible for GPO to fund a significant amount of technology modernization. However, appropriations for essential investments in technology and plant upgrades are also requested annually.

Appropriated Funds GPO's Congressional Printing and Binding Appropriation is used to reimburse the Revolving Fund for costs of publishing the documents required for the use of Congress in digital and print formats, as authorized by the provisions of chapters 7 and 9 of Title 44, U.S.C. The Salaries and Expenses Appropriation of the Superintendent of Documents is used to pay for costs associated with depository distribution, cataloging and indexing, statutory distribution, and international exchange distribution. The reimbursements from these appropriations are included in GPO's Revolving Fund as revenue for work performed.

Unlike most appropriations to other Federal agencies, these two appropriations are for work that GPO itself does not control. The Congressional Printing and Binding Appropriation in effect is an appropriation by Congress to cover the costs of its own printing and other information product requirements. The appropriation is made to GPO to relieve Congress of the burden of maintaining detailed accounting records for the work ordered from GPO both by law and by other congressional requisitions, as well as the responsibility for estimating the anticipated volume of congressional work that is used as the basis for the appropriation.

Congress plays a major role in controlling the rate of spending of the Congressional Printing and Binding Appropriation. GPO can transfer funds from the appropriation to the Revolving Fund only when it performs congressional work. The appropriation is not available for expenditure for any purposes other than congressional work. While GPO does its best to estimate the volume of congressional work in any given year, that volume can change due to circumstances beyond GPO's control. GPO can affect the rate of spending under this appropriation by ensuring the efficiency of its operations.

If congressional requisitions fall short of GPO's estimate, there will be a balance remaining in the Congressional Printing and Binding Appropriation at the end of the year. Under the language of GPO's appropriations legislation, such

balances are eligible for transfer to GPO's Revolving Fund, where they can be used only for the purposes for which they were originally appropriated, with the approval of the House and Senate appropriations committees. If Congress's requirements exceed GPO's estimate, GPO will continue to fulfill them, and Congress will in effect spend more than it appropriated. As a result, there will be a shortfall in the appropriation for which GPO would need additional funding in a subsequent year. The shortfall would be paid out of available money—retained earnings—in GPO's Revolving Fund that otherwise would be available for investment in new plant and equipment. When shortfalls occur, Congress subsequently repays GPO for the excess cost to restore money to GPO's Revolving Fund.

Like the Congressional Printing and Binding Appropriation, the Salaries and Expenses Appropriation is available only for specific programs: depository distribution, cataloging and indexing, statutory distribution, and international exchange. The publishing activities of the Government determine the workload handled by these programs, not GPO. However, GPO can affect the level of funding by ensuring the efficiency of its information dissemination operations. Like the Congressional Printing and Binding Appropriation, any unobligated balances remaining in this account may be transferred to GPO's Revolving Fund, where they can be used only for the purposes for which they were originally appropriated, with the approval of the House and Senate appropriations committees.

FY 2013 Financial Results Revenue totaled \$719 million while total expenses were \$689 million. The expenses include a \$1.4 million beneficial adjustment reflecting a decrease in the GPO long term liability for workers' compensation. Before that adjustment and net of the accumulation of \$20.7 million in reimbursements from the State Department reserved for capital investment supporting passport production, GPO's operating net income was \$7.3 million.

Funds appropriated directly by Congress provided nearly \$110.4 million (including funds from the Congressional Printing and Binding and Salaries and Expenses appropriations, along with appropriations to the Revolving Fund), or about 15% of total revenue. All other GPO activities, including inplant printing (which includes the production of passports), procured printing, sales of publications, agency distribution services, and all administrative support functions, were financed through the Revolving Fund by revenues generated by payments from agencies and sales to the public.

The largest single component of GPO's annual expenses is procured printing. In FY 2013, the cost of procured printing totaled \$277.2 million, or about 40% of total expenses. The second largest component was personnel compensation and benefits. These totaled \$202.7 million, or about 29% of all expenses.

FY 2015 Appropriations Request

GPO is requesting a total of \$128,919,000 for FY 2015, an increase of \$441,000 or 0.3% over our request for FY 2014 (before the sequester), and an increase of \$9,619,000 or 8.1% over the level of funding provided for FY 2014 in P.L. 113-76. The increase is primarily attributable to the Congressional Printing and Binding account due to the currently projected reduction in the availability of unexpended prior year funds to offset new funding requirements. The other significant component of our increased request is for support of GPO's Federal Digital System (FDsys) and our Composition System Replacement project as well as necessary facilities maintenance and repairs.

GPO's appropriations request for FY 2015 will enable us to:

- meet projected requirements for GPO's congressional printing and binding operations;
- fund the operation of GPO's statutory information dissemination programs and provide investment funds for necessary information dissemination projects; and
- continue the development of FDsys and GPO's Composition System Replacement project and carry out necessary facilities maintenance and repair projects.

Congressional Printing and Binding Appropriation We are requesting \$85,400,000 for this account. This represents an increase of \$5,664,000 or 7.1% over the level of funding we requested for FY 2014 (before the sequester), which was the same level approved in P.L.113-76. The increase is due primarily to the reduced availability of unexpended prior year funds to offset new funding requirements. We are continuing to closely monitor the payment of all outstanding prior year congressional printing and binding obligations, and will request the approval of the Appropriations Committees to transfer any additional unobligated prior year balances to the Revolving Fund later this year. This will potentially reduce our request for new funding for the Congressional Printing and Binding account.

For FY 2014, we estimated that total congressional printing and binding requirements would be \$89,487,000. We plan to use \$9,751,000 of transfers from the unexpended balances of prior year appropriations to help offset these requirements. This reduced our need for new funding to \$79,736,000, the level that has been approved for FY 2014.

For FY 2015, we estimate that total congressional printing and binding requirements will be \$90,713,000, an increase of just \$1,226,000 or 1.4%, which is a third less than the anticipated 2.1% inflation increase. At this time, we plan to use \$5,313,000 that is available in unexpended prior funds to offset these requirements, resulting in our request for \$85,400,000 in new funding. As noted above, we are continuing to monitor the liquidation of outstanding obligations against our prior year accounts, and should additional prior year unexpended balances become available, we will request their transfer for FY 2015 purposes.

The estimated requirements for FY 2015 include a projected price level increase of \$1,895,000, based on an average 2.1% rise in printing costs. The effects of the price level increase are offset by an estimated \$669,000 reduction in volume requirements. The volume estimate is derived from historical data. While volume is projected to increase for hearings, miscellaneous printing and services, bills and resolutions, and the *Congressional Record Index*, volume reductions are projected for all other congressional printing and binding categories, chiefly in the categories for the *Congressional Record*, legislative calendars, document envelopes and franks, miscellaneous publications, and committee prints.

House Report 112-148, accompanying the Legislative Branch Appropriations bill for FY 2012, requires the presentation of budget requirements from a zero base. However, GPO has no control over the workload requirements of the Congressional Printing and Binding Appropriation. These are determined by the legislative activities and requirements of the House of Representatives and the Senate as authorized by the applicable provisions of Title 44, U.S.C. GPO utilizes historical data incorporating other relevant factors to develop estimates of likely congressional printing and binding workload requirements. These requirements are used as the basis of the budget presentation for this account.

Salaries and Expenses Appropriation of the Superintendent of Documents We are requesting \$32,171,000 for this account. This represents a decrease of \$3,652,000 or 10.2% from the amount we requested for FY 2014 (before the sequester), and an increase of \$671,000 or 2.1% over the funding approved in P.L. 113-76. The requested amount is based on the outcome of using zero-based budgeting to determine the proper levels of funding needed to perform program activities at minimum levels, as directed by House Report 112-148.

Our total requirements for this account for FY 2015 are projected to be \$37,238,000. This includes \$2,500,000 for the development of metadata for the digitized bound *Congressional Record* and *Federal Register*; \$1,067,000 for the FDLP's digital harvesting and content management project; \$1,000,000 for the historic shelflist digitization project; and \$500,000 in projects to enhance public access to Web-based publications. To cover these costs, there is approximately \$5,067,000 in unexpended balances from prior year accounts. We will request the Appropriations Committees for authority to transfer these funds to the Revolving Fund to cover these project costs.

The funding we are requesting for FY 2015 will cover mandatory pay and related cost increases of \$271,000. Merit and other pay increases are included for 94 FTE's, a reduction of 20 from the level requested for FY 2014. In addition, the requested funding covers projected price level increases of \$400,000, including ongoing systems maintenance and FDsys operating expenses.

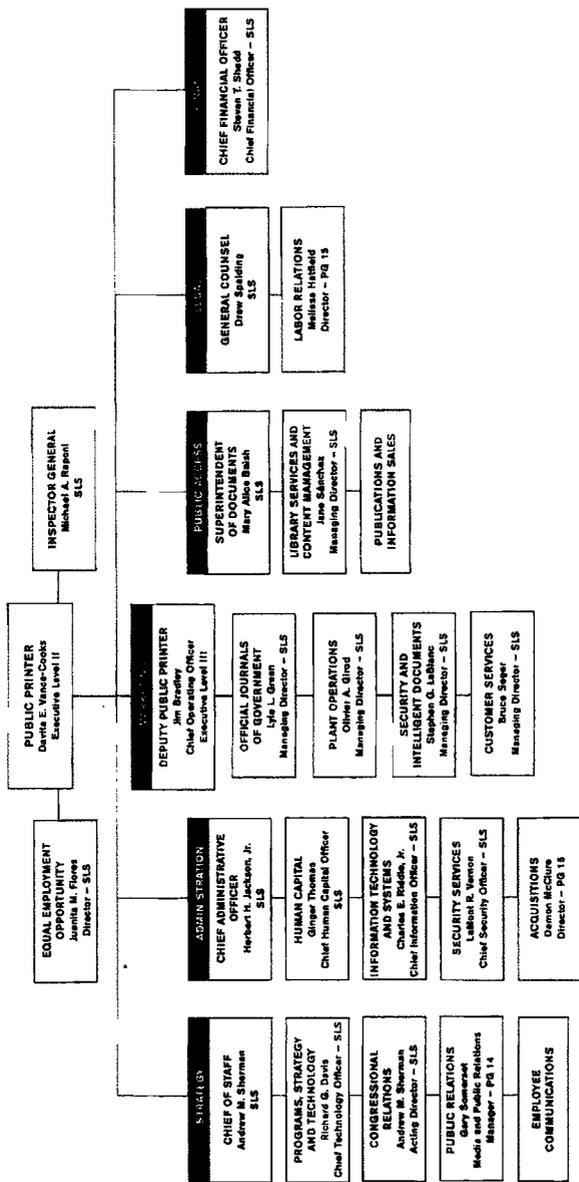
Revolving Fund We are requesting \$11,347,500 for this account, to remain available until expended. This is a decrease of \$1,571,500 or 13.8% from the level we requested for FY 2014 (before the sequester), and an increase of \$3,284,000 or 40.7% over the funding provided in P.L. 113-76.

The request includes \$5,331,500 for FDsys projects, including \$3,800,000 for repository development, search development, and Web app and processing development, to maintain consistent delivery of new features and functionality associated with the introduction of the next generation FDsys, scheduled for FY 2015. In addition, we are requesting \$1,531,500 for FDsys infrastructure improvements including test environment, development environment, storage upgrade, and additional bandwidth to accommodate continuing increases in public use. The recent report of the National Academy of Public Administration on GPO discussed the need for appropriations to provide necessary funding for FDsys.

GPO has been working on the development of our XML-based Composition System Replacement (CSR) project, which will replace our aging Microcomp composition system. The objective of the project is to match the typographical

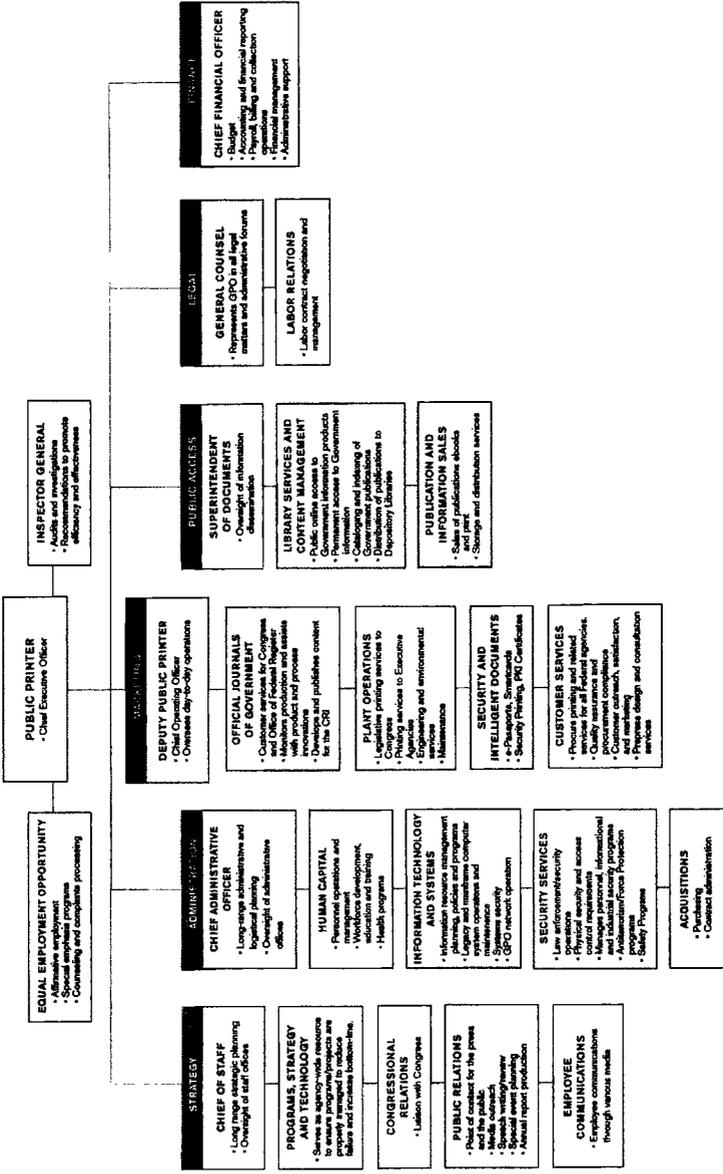
style and page layout of current printed publications, as well as support enhanced search, retrieval, data formats, and repurposing of data. Completion will be based on an iterative process over a series of years and releases, based upon stakeholder requirements and priorities for content collections. It will integrate with internal and external systems, such as FDsys and XML authoring tools utilized by external customers (e.g., ALEX and LEXA in the House and the Senate). The new system will allow GPO and its users to employ XML while maintaining the current functionality available via Microcomp. In FY 2015, GPO plans to continue active development of core legislative documents, beginning with bills, resolutions, and amendments but also efforts to migrate additional publications to XML. We are requesting \$3.5 million for this purpose, which will cover the costs for hardware, software, and staffing needed for project support, development and implementation.

We are also requesting \$2,516,000 for facilities projects, including replacement of aging elevators and the roof, acquisition of a new automated utility management system, and projects to install upgraded volt transformers, design of a "free cooling" heat exchange system, installation of an air compressor, and a new cooling system for GPO's data center. These projects support the provision of digital information production and dissemination services for Congress.



GPO FUNCTIONS BY ORGANIZATION

OFFICIAL DIGITAL SECURE



GPO STAFFING INFORMATION

As of January, 2014

Business Unit	1-8	9-12	13-15	SLS	Wage Grade	Total
Acquisitions	5	10	6	0	0	21
Chief Administrative Officer	0	1	0	1	0	2
Chief of Staff	0	0	0	1	0	1
Communications	0	2	5	0	0	7
Customer Services	30	97	40	0	0	167
Equal Employment Opportunity	2	3	2	1	0	8
Finance and Administration	25	38	46	2	2	113
General Counsel	1	2	8	2	0	13
Human Capital	13	18	20	1	0	52
Information Technology and Systems	6	21	78	2	0	107
Inspector General	0	5	13	1	0	19
Library Services and Content Management	8	38	28	2	11	87
Official Journals Of Government	2	13	15	1	64	95
Plant Operations	33	58	63	3	705	862
Programs, Strategy, and Technology	0	3	18	1	0	22
Publication and Information Sales	31	26	12	1	12	82
Public Printer	1	11	5	2	0	19
Security Services	40	13	4	1	0	58
Security and Intelligent Documents	9	5	26	1	103	144
Grand Total	206	364	389	23	897	1,879

Note: This information outlines the number of employees within the agency's organizational structure. The breakout is by plan and grade range or salary equivalent of 1,879 employees.

GPO's Senior Level Service (SLS) is similar to the Senior Executive Service.

US GOVERNMENT PRINTING OFFICE
Summary of Appropriation Estimates
(Dollars in Thousands)

<u>Appropriation Title</u>	<u>FY 2013</u> <u>Actual</u>	<u>FY 2014</u> <u>Approved</u>	<u>FY 2015</u> <u>Request</u>	<u>FY 2014/2015</u> <u>Net Change</u>
Congressional Printing and Binding	\$ <u>82,130</u>	\$ <u>79,736</u>	\$ <u>85,400</u>	\$ <u>5,664</u>
Superintendent of Documents Salaries and Expenses				
By Law Distribution	357	315	367	52
Cataloging and Indexing	8,029	8,190	8,204	14
Federal Depository Library	22,069	22,050	22,583	533
International Exchange	<u>982</u>	<u>945</u>	<u>1,017</u>	<u>72</u>
Total Appropriation	<u>31,437</u>	<u>31,500</u>	<u>32,171</u>	<u>671</u>
Revolving Fund	<u>3,967</u>	<u>8,064</u>	<u>11,348</u>	<u>3,284</u>
Total Appropriations	\$ <u>117,534</u>	\$ <u>119,300</u>	\$ <u>128,919</u>	\$ <u>9,619</u>

US GOVERNMENT PRINTING OFFICE
Staffing Summary -- FTE's

<u>Appropriation Title</u>	<u>FY 2013 Actual</u>	<u>FY 2014 Approved</u>	<u>FY 2015 Request</u>	<u>2014/2015 Change</u>
Congressional Printing and Binding	-	-	-	-
Superintendent of Documents Salaries and Expenses				
By Law Distribution	1	1	1	
Cataloging and Indexing	22	24	24	
Federal Depository Library	62	66	66	
International Exchange	<u>3</u>	<u>3</u>	<u>3</u>	
Total Appropriation	<u>88</u>	<u>94</u>	<u>94</u>	
Revolving Fund	<u>1,736</u>	<u>1,829</u>	<u>1,829</u>	
Total Agency	<u>1,824</u>	<u>1,923</u>	<u>1,923</u>	-

GPO Mission, Goals, Objectives

Mission Statement

Keeping America Informed as the Official, Digital, and Secure source for producing, protecting, preserving, and distributing the official publications and information products of the Federal Government.

Vision

Continue to Transform Ourselves into a Digital Information Platform and Provider of Secure Credentials.

About GPO

Established in 1861, GPO's mission can be traced to the requirement in Article I of the Constitution that Congress "keep a Journal of its proceedings and from time to time publish the same." GPO's inplant production and printing procurement operations produce the official publications of Congress, the White House, and Federal agencies. GPO's information dissemination programs provide public access to the official publications and information of the Government in both digital and printed formats through an official Web site (www.fdsys.gov), a partnership with Federal depository libraries nationwide, and both online and bookstore sales. Total GPO employment today is approximately 1,900.

Congressional printing and information services are the primary function of GPO's inplant facility in Washington, D.C. In addition to the Congressional Record containing the daily proceedings of Congress, GPO produces bills, hearings, reports, and other legislative documents, in digital and print formats, as required by the Senate and House of Representatives and their committees. GPO's inplant facility also produces the daily Federal Register and Code of Federal Regulations, and the annual Budget of the U.S. Government, as well as U.S. passports and other secure Federal credentials. GPO has an additional facility in Mississippi for passport production.

GPO provides centralized operations for the procurement of information products for the entire Government, purchasing approximately \$300 million annually from private sector vendors nationwide for Federal agency customers. About 75% of all the products ordered annually from GPO (other than passports and secure credentials) are procured from the private sector, including Social Security cards, census and tax forms, and Medicaid and Medicare materials. GPO's procurement program provides great economic opportunity for the private sector. The majority of the firms GPO deals with are small businesses of 20 employees or less.

GPO's primary information dissemination program involves a partnership with 1,200 Federal depository libraries nationwide. Today, the partnership is predominantly electronic, but tangible formats are distributed where required. GPO's Federal Digital System (FDsys) provides free public access to more than 900,000 searchable titles, with

an average of 40 million retrievals every month. GPO also provides for public sale of Government publications via its traditional and online bookstores, offers eBooks through partnerships with multiple vendors, and provides a variety of mobile web apps for key Federal documents.

GPO operates on a revolving fund basis, like a business. Only 16% of GPO's funding comes from direct appropriations to cover the cost of congressional work and the depository library program and supporting distribution programs. All other revenues to GPO are reimbursements from agencies for work performed or sales of publications to the public.

For more information, please visit www.gpo.gov. Follow GPO on Twitter <http://twitter.com/USGPO>, YouTube <http://www.youtube.com/user/gpoprinter>, and Facebook www.facebook.com/usgpo.

Core Values

GPO's core values define our character. These values transcend product and market cycles, management trends, technological change, and individual leaders. Over the years, GPO has developed new product lines, employed new strategies, reengineered processes, and significantly restructured the organization, yet the core values have remained intact.

Commitment

GPO has had the responsibility of *Keeping America Informed* for over 150 years. It continues that long tradition by providing an uncompromised dedication to authentic, fast, and reliable service.

Customer Service

GPO has a customer-centric approach and has agency-wide procedures, policies, and activities in place to ensure we are meeting customers' needs and exceeding their expectations.

Dependability

GPO is a trusted source of Federal information and works to deliver quality goods and services on time.

Diversity

GPO is dedicated to diversity in every aspect of the business. Our commitment to diversity helps serve customers better and provides a positive work environment for employees. GPO is committed to promoting and supporting an inclusive environment that provides to all employees the chance to work to their full potential.

Integrity

GPO's employees believe that honesty and the highest ethics form the cornerstone of the organization and create an environment of trust.

Teamwork

GPO employees treat one another with dignity and respect and communicate openly. GPO's environment fosters collaboration and innovation while maintaining individual accountability. The agency partners with the Government and the private sector to provide the best value to customers.

I. Satisfying Our Stakeholders

A. It's all About the Customer

Objective

Develop internal processes and procedures that support an internal organizational culture in which exceptional service, delivery, and customer satisfaction are encouraged and rewarded.

GPO will work to understand, anticipate, and meet the needs of customers. GPO will provide world-class customer service together with product innovation through a wide range of print and technology vehicles.

GPO is dedicated to providing products that deliver results and will recognize employees who exceed customer expectations.

GPO will continue to utilize our expertise in printing and information technologies to educate our customers so that they can take advantage of GPO products and services.

2014 Efforts

1. **Administrative Service Unit** – The office of the Chief Administrative Officer will establish an Administrative Service Unit which will consolidate agency-wide support activities that are currently situated in various business units.
2. **Customer Surveys**
GPOExpress Survey – Business Products and Services will conduct the third annual GPOExpress survey to gauge user satisfaction and overall evaluation of the usefulness of the program.
Customer Satisfaction Survey – GPO will develop and implement a customer satisfaction survey.
Customer Survey Tool – Security and Intelligent Documents (SID) will evaluate results from a customer survey and develop action items, as appropriate.
3. **Digital Public Library of America (DPLA)** – Working collaboratively with Programs, Strategy, and Technology, Library Services and Content Management will test and implement the process to make collection records available via the DPLA, to serve as a “Federal hub.”
4. **Federal Digital System (FDsys)** – Programs, Strategy, and Technology will continue providing management, development, and support of FDsys including adding content and enhancing functionality to meet the needs of agency customers and other stakeholders.
5. **Integrated Library System (ILS)** – The current ILS contract is expiring, and a Library Services and Content Management (LSCM) project team has been formed. Planning is currently underway to evaluate workflows and the current functional needs of GPO staff, libraries, and the general public. In addition, LSCM will evaluate new functionality of a “Next Generation” ILS to ensure that it meets the expectations of our key stakeholders, the FDLP, and anyone searching for Federal Government information.
6. **Interagency Council on Printing and Publications Services (ICPPS)** – Business Products and Services will work with ICPPS leadership to broaden the base of members and increase active participation by developing enhanced meeting content that is timely and relevant to agency publishing pressures and needs.
7. **Library Conferences and Educational Opportunities**
Depository Library Council Meeting and Federal Depository Library Conference – Library Services and Content Management (LSCM) will continue to provide the opportunity for attendees to meet and interact with the Public Printer, Superintendent of Documents and GPO staff, and attend educational and agency training. Virtual attendance will be offered via GPO’s e-learning platform.
Interagency Depository Seminar – LSCM will continue to offer training and information related to depository operations, agency resources and best practices at the Interagency Depository Seminar. Virtual attendance will be offered via GPO’s e-learning platform.
Preservation Week – An online conference will again be offered in spring 2014 via LSCM’s e-learning platform, to include presentations on preservation and other topics of interest, identified in the Forecast Study responses.
8. **Marketing Initiatives**
GPO Road Shows – In light of reduced customer travel budgets, Business Products and Services will change the regional emphasis from GPO Road Show marketing and educational events to increased use of new content delivered via webinars and other online outreach opportunities that do not require travel.
Customer Presentations – Business Products and Services will work with GPO business units to develop short informational narrated slide presentations to assist customers in working with GPO.
Information Exchange – In an effort to work more closely with all GPO business unit marketing resources, Business Products and Services will develop online and live-meeting internal GPO information exchange opportunities to assist in coordinating marketing activities and assets.
Digital Communication – Business Products and Services will explore the feasibility of instituting digital communication avenues such as blogs and e-newsletters to increase the reach of GPO communications to customers.
9. **National Bibliographic Records Inventory Plan – Library Services and Content Management (LSCM) will:**
Identify fugitive U.S. Government publications (e.g., published Federal agency materials within scope of the FDLP and the Cataloging and Indexing Program,

but Agencies have not notified GPO of what they have published, or have not provided copies to GPO) and pre-1976 titles not in the Catalog of Government Publications (CGP) that fall within LSCM's program responsibilities (Federal Depository Library Program and Cataloging and Indexing Program).

Create a common platform for electronic cataloging and metadata information to standardize access for LSCM staff, the FDLP library community and the public via the CGP (<http://catalog.gpo.gov>).

Inventory historical publications at GPO for inclusion in the National Bibliographic Records Inventory and for possible inclusion in future projects.

- 10. National Plan for the Future of the Federal Depository Library Program (FDLP)** – After completing analysis of the FDLP Forecast Study, Library Services and Content Management (LSCM) will present recommendations and findings to the FDLP community. LSCM will prepare the FDLP National Academy of Public Administration reports (specifically those recommendations for LSCM), and develop an action plan for implementation, working collaboratively with Federal Depository libraries.
- 11. Reforming Congressional Billing and Reporting** – The office of the Chief of Staff, in collaboration with Congressional staff, will review and develop recommendations to improve GPO's Congressional billing process.
- 12. Security – Security Services will:**
- Develop an "all-hazards" approach to emergency preparedness that includes the following four phases: mitigation, preparedness, response, and recovery. Identify and leverage new technologies to address emerging issues.
- Recommend anti-terrorism and crime prevention countermeasures in response to actionable threat information.
- 13. Training Initiatives**
- Webinars and Training Portal** – Library Services and Content Management (LSCM) will expand training options to include more webinars via the e-learning platform focusing on depository operations and outside Agency resources. In addition, LSCM will work with community stakeholders to develop a training resource portal for use by coordinators and others interested in government information.
- GPO Institute** – Business Products and Services will increase the number and type of online training opportunities through the GPO Institute with more emphasis on utilizing GPO subject matter experts to facilitate training.
- 14. Web Development Services** – Business Products and Services (BPS) will establish a term contract for the provision of web content development services in support of web design engagements. Utilizing skilled

contractor support will allow BPS to scale up the number of web site design engagements that can be executed.

B. Open and Transparent

Objective

Build on GPO's ongoing commitment to an open and transparent government.

GPO will continue to provide authentic information to the American public through a variety of print and technology vehicles efficiently and securely.

GPO will become a key innovator and leader in the Presidential mandate of transparency (White House Open Government Initiative). Realizing that participation, and collaboration form the cornerstone of an open government, GPO will utilize all available technology to assist Federal agencies in disseminating information about their operations in a fast, secure, and permanent manner.

2014 Efforts

- 1. Customer Ordering** – GPO will create a document repository to support customer access to ordering documents.
- 2. ISO 9001** – Security and Intelligent Documents will re-certify its entire workforce and processes under the ISO 9001 umbrella. Both locations (D.C. and Stennis, Mississippi) and all operations (Passports, Smartcards and New Product Development) are conducted under this open and transparent, documented and auditable system, recognized around the globe for excellence in production, quality and process improvements.
- 3. Next Generation Federal Digital System (NextGen FDsys)** – Programs, Strategy, and Technology (PST) will develop and implement the Next Generation FDsys. NextGen functionality will greatly enhance the way stakeholders can interact with FDsys, strengthening GPO's position as the central location for access to Federal government information. NextGen FDsys encompasses four interrelated initiatives:
 - Responsive User Interface Design** – PST will implement a responsive user interface design for FDsys to optimize ease of viewing and navigation across a range of devices.
 - Usability** – PST will measure the usability of the FDsys public website and update the user interface to demonstrate measurable improvements.
 - Search Engine Refresh** – PST will replace the existing search engine.
 - Publication Linking** – PST will define, persist, access, and present relationships among documents.

C. Enhance Strategic Partnerships

Objective

Enhance strategic partnerships to gain flexibility, build effective networks, and manage processes to meet customer demands and expectations.

GPO will develop the agency-wide synergies and flexibilities to continuously strive for quality, availability, and efficiency in the delivery of products and services. GPO will also work to improve its internal culture and business processes to ensure mutual support and growth to customers and employees.

GPO will continuously work on strengthening purposeful collaboration with internal and external customers that will create more efficient and effective programs and processes.

2014 Efforts

1. **Acquisition Planning** – Acquisition Services will work with business units to engage in advanced acquisition planning on the programmatic level.
2. **Communication and Marketing Plan** – Business Products and Services will establish an agency communication and marketing plan promoting "Official, Digital, and Secure" in order to provide a roadmap and established budget for efforts to promote GPO's products and services that will address the needs of all revenue-generating business units in a unified and consistent fashion.
3. **Leasing Agreements** – Plant Operations will continue supporting strategic partnerships with Federal partners to establish leasing agreements for consolidated GPO space.
4. **New Library Services and Content Management (LSCM) Strategic Partners** – Library Services and Content Management will continue developing new strategic partnerships that safeguard historical Government documents, preserve print collections, and include cataloging, digitizing, and preserving tangible copies of government publications. LSCM will support efforts to increase public access to digitized collections of high value to the American public.
5. **Next Generation Passport Plan** – Security and Intelligent Documents (SID) will continue to work closely as a partner with the Department of State on their Next Generation Passport Program working groups and committees. SID will play a key role in the development of the final design, construction and security features found in the Next Generation Passport. SID will ensure that the right equipment, trained personnel, and processes are in place to support the Department of State's Next Generation Passport goals.
6. **Online Ordering System** – Business Products and Services will implement an online Database Order Tracking System (DOTS) at GPO's Laurel, Maryland facility that can be customized for use in building individual agency "storefront" ordering systems and will

allow the Laurel facility to fulfill items previously only available through GPO's Pueblo, Colorado facility.

7. **Online Paper Store** – Through a strategic partnership with a private-sector company, Plant Operations will continue maintaining an on-line tool for any government customer to procure paper products of good quality and at a fair price.
8. **Print On Demand (POD)** – Business Products and Services will establish channels to support the migration of GPO Bookstore products to POD, in order to open new market opportunities for Federal publications and create broader exposure to a network of academic, library, and retail customers.
9. **Treasury Account Symbol (TAS) and Business Event Type Code (BETC)** – Customer Services and Finance and Administration will support the implementation of the Treasury TAS/BETC requirements, work to minimize disruptions for customers, and decrease delayed billings.

II. Strengthening Our Organizational Foundation

A. Right Tools

Objective

Anticipate, plan and equip GPO to provide products and services to customers.

In order to provide quality service to customers, GPO must invest in employees and technology. GPO will focus on the creation of first-rate, system-wide solutions that meet customer requirements and exceed customer expectations. GPO will improve processes and technologies to ensure that solutions are scalable, available, cost-effective, and secure.

Technology investments will be in direct relationship with GPO's business goals, resulting in excellent customer service, strong partnerships, secure infrastructures, and cost-effective performance.

2014 Efforts

1. **Advanced Manufacturing** – Within the limits of available funding, Plant Operations will continue relying on a balanced approach when investigating next generation technologies for its production operations.
2. **Arrival Tracking System** – Official Journals of Government will work with Information Technology and Services and Plant Operations to refresh the Pitney-Bowes Arrival Tracking system used to track deliveries of printed materials to congressional offices.
3. **Automated Procurement System** – Acquisition Services will develop an acquisition plan for an Automated Procurement System for submission to the Joint Committee on Printing.

- 4. Data Center Consolidation and Modernization –** Information Technology and Systems will begin a modernization project to update the GPO data center environment to meet current and future technology requirements.
- 5. Enhanced Access and Content –** Library Services and Content Management (LSCM) will develop requirements, assess and select a new integrated library system to better support the discovery and access of Federal documents. LSCM will launch an e-book program for FDLPs, and implement more effective methods for distributing catalog records to support Federal depository libraries.
- 6. Federal Depository Library Program (FDLP) Website –** Library Services and Content Management will continue the migration of FDLP.gov, FDLP Community Site, and Ben's Guide to a modern web platform.
- 7. Full Deployment of XML Publication –** Plant Operations will continue pursuing the implementation of a state-of-the-art composition tool to replace MicroComp, a 30-year old locator-based system that does not support today's Extended Markup Language (XML) data standard.
- 8. Industry Certifications –** Plant Operations will continue sustaining best-in-class industry certifications such as IDEAlliance's G7 Master Printer certification [GRACoL Proof, Digital Offset and Sheet-fed Offset Printing]; certification for Graphic Arts Industry Color Viewing Standard ISO3664:2009; and certification as a Certified Institutional Member of the Library Binding Institute for compliance with ANSI/NISO/LBI Library Binding Standard Z39.78-2000. The business unit will also continue seeking additional certifications as appropriate.
- 9. Infrastructure Management –** Plant Operations will continue ensuring a viable engineering and facilities infrastructure to support the agency's business model.
- 10. Lean Manufacturing –** Plant Operations will continue implementing lean manufacturing techniques to streamline and simplify operations throughout the business unit, especially using 5S methodology. (This methodology refers to workplace organization, efficiency, and effectiveness. Five Japanese "S" words translated to English describe the process: Sort, Set in Order, Shine, Standardize, and Sustain.) The Lean Manufacturing philosophy focuses on preserving value with less work and emphasizes the reduction of the seven unnecessary wastes including: unnecessary transportation, inventory, motion, waiting, over-processing, overproduction, and defects.
- 11. Modernization of Legacy Applications –** Information Technology and Systems will continue to work with Business Units to modernize legacy applications to ensure application support and improve system capabilities.
- 12. Performance Metrics –** Plant Operations will continue relying on quantitative operational metrics to measure organizational performance. These metrics are well established and cover volume of work, rework, safety, machine utilization, labor utilization, and environmental impact.
- 13. Program Management Support –** Programs, Strategy, and Technology will continue to provide program support to ensure that agency programs and projects are delivered according to stakeholder schedules, while meeting stakeholder needs, maximizing agency value, and minimizing overall agency costs.
- 14. Smart Card Operations –** Security and Intelligent Documents will work with agencies to meet their secure credential requirements.
- 15. Strategic Planning –** Programs, Strategy, and Technology will oversee agency strategic planning, ensuring that business units have strategic plans and that key efforts are updated on a quarterly basis, culminating in the availability of the agency strategic plan.
- 16. Training for FDLP Coordinators –** Library Services and Content Management will update training for FDLP coordinators, and develop appropriate guides, manuals, and resources available for access on the FDLP website. LSCM will also develop appropriate training via webinars, allowing depository library coordinators to access and view training webinars at their convenience.
- 17. Vehicle Fleet Tracking –** Consistent with industry leaders, Plant Operations' fleet vehicles will continue leveraging GPS tracking devices to study and optimize routes and provide real-time utilization.

B. Maintain Fiscal Responsibility

Objective

Utilize a cost effective and collaborative approach in managing GPO's business processes to help the agency achieve its strategic initiatives and ensure continued financial stability.

2014 Efforts

- 1. Cost Reduction –** GPO will implement projects identified for process improvement and operational efficiency.
- 2. Financial Management**

Capital Plan – Finance and Administration will maintain a rolling, five-year capital plan which addresses GPO's mission and strategic objectives.

Cash Flow – Finance and Administration will effectively and efficiently manage GPO's financial resources to maximize the agency's cash flow.

Overhead Costs – Finance and Administration will continue to monitor controls in reduction of overhead costs.

Sequestration – The Congressional Relations Office, in conjunction with Finance and Administration, will manage the fiscal impact of sequestration to ensure the continued provision of mission-critical products and services for Congress, Federal agencies, and the public.

3. **Implementation of National Academy of Public Administration (NAPA) Recommendations** – The office of the Chief of Staff will monitor the agency's implementation of recommendations from the January 2013 report by a panel of the NAPA, who conducted a study of the agency's current role, its operations, and its future direction.
4. **Printing Performance Ratios** – Plant Operations will continue benchmarking its financial performance against applicable National Association of Printing Leadership (NAPL) Management Plus Ratios and seek to ensure a positive net income.

C. Environmental Stewardship

Objective

Continue to integrate the application of environmental values into GPO processes and support environmental stewardship through effective implementation of "green initiatives."

GPO is committed to working toward a more sustainable future and providing a safer, healthier environment to future generations. GPO will continue to introduce programs that include recycling, reducing energy consumption, and reducing GPO's carbon footprint and will provide Federal customers with environmentally friendly printing alternatives.

GPO will remain committed to creating a sustainable environment that prioritizes agency actions based on return on investment. GPO will continue with initiatives regarding paper consumption, petroleum products utilization, energy expenditures, emissions, and other areas that have reduced its footprint on the environment. GPO is developing additional plans to incorporate this direction well into the future.

2014 Efforts

1. **Environmental Programs** – Security Services will establish environmental programs that continuously improve the Agency's environmental performance, with policies and procedures that reduce its environmental impacts and the risk of regulatory non-compliance.
2. **Green Initiatives** – Plant Operations will continue integrating environmentally friendly values into processes and support environmental stewardship through fiscally responsible and effective implementation of green initiatives. The business unit will continue maintaining certification as a Sustainable Green Printer.

D. Continuity of Operations (COOP)

Objective

Develop appropriate plans to provide for the continuation of GPO's essential functions and operations during a wide range of all-hazards emergencies.

At GPO, COOP enables continuation of essential functions of printing and information product operations for Congress, Federal agencies, and the public in the event of a national security or isolated emergency affecting GPO facilities in Washington, D.C.

2014 Efforts

1. **COOP Efforts** – Official Journals of Government will oversee agency COOP activities.
2. **COOP Support** – Plant Operations will continue strengthening strategic partnerships within all three branches of government to support COOP needs for publishing and in some cases to serve as an emergency response area.

III. Offering Products and Services

A. Statutory Foundation

Objective

The mission of the GPO is rooted in legislation codified in Title 44 U.S.C. We will continue to use technology and best practices to ensure the most efficient and effective provision of mission-critical products and services for Congress, Federal agencies, and the public.

2014 Efforts

1. **FDsys Electronic Content Services** – Programs, Strategy, and Technology will market FDsys electronic content services to prospective Federal agency customers on a cost recovery basis.
2. **Social Media** – The Public Relations office will expand and grow GPO's social media efforts by utilizing information supplied by GPO business units to increase GPO's followers and likes across the different social media platforms and joining new platforms when it is appropriate.
3. **Plant Certifications** – Plant Operations will maintain current manufacturing certifications of excellence and achieve others as appropriate.

B. Secure Federal Credentials

Objective

Provide the capability to meet the secure Federal credential requirements of Federal agencies.

GPO plays a vital role in the security programs of our customers and our Nation. GPO produces the latest-generation electronic

passports for the Department of State (DOS). Proven passport capabilities are built into a family of secure credential products for our agency customers. They acquire secure credential design, printing, manufacturing, personalization, and delivery—all from GPO. Work is performed in Government facilities by Government employees with proper clearances.

2014 Efforts

1. **New Smart Card Products** – Security and Intelligent Documents will continue to develop products and services to fulfill the requirements of Federal agencies for secure credentials.
2. **Secure Credential Acquisitions** – Acquisition Services will support Security and Intelligent Documents in the acquisition of equipment, goods, and services in support of providing secure credentials for the Federal Government.

IV. Engaging Our Workforce

A. Employer of Choice

Objective

Transform GPO into an employer of choice through proactive workforce planning that focuses on diversity and through fostering work life programs to meet the changing needs of today's and tomorrow's employees.

GPO's ability to be viewed as an employer of choice depends on the agency's ability to develop and attract quality employees and to motivate them to perform at high levels. GPO will work to maintain an environment that is fair, unbiased, and family-friendly, that promotes and values opportunity and inclusiveness. This includes a focus on reducing the incidents of EEO complaints.

Attracting and keeping high-caliber employees and cultivating a talented, diverse workforce will allow GPO to tackle the challenges posed by an increasingly complex, ever-changing external environment. GPO is committed to treating all employees fairly, respecting their diversity, and valuing their contributions.

2014 Efforts

1. Human Capital

Human Capital (HC) will create strategic partnerships with business units, assisting them with their strategic initiatives and staffing plans.

HC will leverage existing technology and pursue new technology throughout the department to develop, implement, and manage HC strategies and services.

HC will implement performance management best practices to enhance and reward results-oriented performance.

2. **Internal Training** – GPO will identify and meet needs for on the job training, build specialty skill sets, and perform succession planning.

3. **Knowledge Database** – Customer Services will expand and enhance the Knowledge Database with information to maintain employee development and to support succession planning.

4. **Model EEO Program** – The Equal Employment Opportunity (EEO) office will provide the framework to create and maintain a model EEO program in accordance with U.S. Equal Employment Opportunity Commission's regulations and Management Directive 715. This program will be comprised of six essential elements:

Demonstrated Commitment

Making EEO an Integral Part of the Agency's Strategic Mission

Ensuring Management and Program Accountability

Proactive Prevention

Efficiency

Responsiveness and Legal Compliance

The services of the U.S. Government Printing Office provide a unique value to the Federal community and the taxpayer.

GPO is the Federal Government's primary centralized resource for producing, procuring, cataloging, indexing, authenticating, disseminating, and preserving the official information products of the U.S. Government in digital and tangible forms. The agency is responsible for the production and distribution of information products for all three branches of the Federal Government, including U.S. passports for the Department of State, as well as the official publications of Congress, the White House and other Federal agencies, and the courts.

Along with sales of publications in digital and tangible formats to the public, GPO supports openness and transparency in Government by providing permanent public access to Federal Government information at no charge through its Federal Digital System (FDsys) www.fdsys.gov and through partnerships with approximately 1,220 libraries nationwide participating in the Federal Depository Library Program.

For more information, please visit www.gpo.gov.

Follow GPO on Twitter <https://twitter.com/usgpo>,

YouTube www.youtube.com/user/gpoprinter, and

Facebook <https://www.facebook.com/USGPO?v=wall>.

CONGRESSIONAL PRINTING AND BINDING
Including Transfer of Funds
Fiscal Year 2015

Proposed Appropriations Language:

For authorized printing and binding for the Congress and the distribution of Congressional information in any format; expenses necessary for preparing the semimonthly and session index to the *Congressional Record*, as authorized by law (section 902 of title 44, *United States Code*); printing and binding of Government publications authorized by law to be distributed to Members of Congress; and printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient, [\$79,736,000] **\$85,400,000- Provided**, That this appropriation shall not be available for paper copies of the permanent edition of the *Congressional Record* for individual Representatives, Resident Commissioners or Delegates authorized under section 906 of title 44, United States Code: *Provided further*, That this appropriation shall be available for the payment of obligations incurred under the appropriations for similar purposes for preceding fiscal years. *Provided further*, That notwithstanding the 2-year limitation under section 718 of title 44, *United States Code*, none of the funds appropriated or made available under this Act or any other Act for printing and binding and related services provided to Congress under chapter 7 of title 44, United States Code, may be expended to print a document, report, or publication after the 27-month period beginning on the date that such document, report, or publication is authorized by Congress to be printed, unless Congress reauthorizes such printing in accordance with section 718 of title 44, *United States Code*: *Provided further*, That any unobligated or unexpended balances in this account or accounts for similar purposes for preceding fiscal years may be transferred to the Government Printing Office revolving fund for carrying out the purposes of this heading, subject to the approval of the Committees on Appropriations of the House of Representatives and Senate: *Provided further*, That notwithstanding sections 901, 902, and 906 of title 44, *United States Code*, this appropriation may be used to prepare indexes to the *Congressional Record* on only a monthly and session basis. (*Legislative Branch Appropriations Act, 2014.*)

Base Budget Review:**Description of Program**

The estimates for Congressional Printing and Binding are to provide funds to pay for the cost of printing and binding required for the use of Congress, and for printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient, as authorized by the provisions of chapters 7 and 9 of Title 44, U.S.C., and related statutes.

Explanations of Changes

As shown on page E-3, the appropriation requested for FY 2015 is \$85,400,000. A total of \$90,713,000 is required to cover congressional printing and binding requirements for FY 2015, but transfers of unexpended prior year appropriations to the GPO revolving fund of \$5,313,000 will be utilized to offset part of these requirements. For FY 2014, a total of \$89,487,000 was required to cover congressional printing and binding requirements, but transfers of unexpended prior year appropriations totaling \$9,751,000 were available, reducing the appropriation to \$79,736,000.

A. Congressional Record Program. The proceedings of the Senate and House of Representatives are printed in the *Congressional Record*. Approximately 2,350 copies are printed daily. About 1,901 copies are charged to the Congressional Printing and Binding Appropriation, including about 692 copies distributed without charge to recipients designated by Senators. The copies that are not charged to the Congressional Printing and Binding Appropriation are delivered and charged to Government departments on requisitions and to the Superintendent of Documents for sale to subscribers. On-line access to an electronic *Congressional Record* database was initiated in 1994 pursuant to the authorization in chapter 41 of Title 44, U.S.C. After the close of each session, the daily proceedings are consolidated, indexed, and about 295 sets are printed as the permanent bound edition of the *Record*. About 104 of these sets are for congressional use and charged to the Congressional Printing and Binding Appropriation. The remaining 191 sets are for public sale, charged to departments on requisition, or distributed to regional Federal depository libraries. An estimated 22,100 pages will be required in FY 2015 and the cost will be approximately \$23,428,000.

B. Miscellaneous Publications. This item includes printed matter such as the *Congressional Directory*, Senate and House Journals, memorial addresses of Members, serial sets, and publications not carrying a document or report number, such as laws, treaties, and similar publications. An estimated \$3,997,000 will be required in FY 2015 for approximately 31,200 pages.

C. U.S. Code. Funding is not requested for FY 2015. It is only requested every 6 years

D. Miscellaneous Printing and Services. This item includes letterheads, envelopes, blank paper, miscellaneous services, blank forms, content management, and binding for both Houses of Congress. The estimate for FY 2015 is \$19,956,000 for about 92.9 million units.

E. Details to Congress. This item includes the cost for GPO employees detailed to Congress. The estimated cost for FY 2015 is \$4,466,000 for 82,700 hours.

F. Document Envelopes and Document Franks. Document envelopes are furnished to Senators and Representatives for the mailing of speeches and documents. Franks are printed individually or in sheets with perforations and are furnished to Members of Congress for mailing documents. An estimated \$1,312,000 will be needed in FY 2015 for approximately 7 million envelopes, at a cost of \$905,000 and 3.3 million franks at a cost of \$407,000.

G. Business and Committee Calendars. This heading covers the printing of all House and Senate business and committee calendars, which list the actions on pending and completed legislation. An estimated \$2,540,000 will be required in FY 2015 for approximately 24,231 pages.

H. Bills, Resolutions, and Amendments. This heading covers the printing of bills, resolutions, and amendments in all forms, including the prints as introduced, referred, reported, and finally passed. The estimate for FY 2015 is \$7,197,000 for approximately 177,600 pages.

I. Committee Reports. This item covers printed reports of congressional committees on pending legislation which carry a congressional number. An estimated \$3,016,000 will be needed for about 47,400 pages in FY 2015.

J. Documents. This heading includes all classes of Senate and House documents ordered printed by Congress which carry a congressional number, such as annual reports, engineers' reports, special reports made by Government departments in response to resolutions, supplemental and deficiency estimates of appropriations, etc. The estimate for FY 2015 is \$1,855,000 for about 55,300 pages.

K. Hearings. This item covers all hearings before House and Senate committees. The estimate for FY 2015 is \$21,921,000 for approximately 286,700 pages.

L. Committee Prints. This item includes publications printed for the internal use of committees on pending legislation. The estimate for FY 2015 is \$1,025,000 for 24,900 pages.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION

Base Budget Review (Detail by Activity)
(in thousands of dollars)

Category	2013 Actual	2014 Estimate	2015 Estimate	Change
A. Congressional Record Publications:				
Daily Record:				
Data Preparation.....	\$ 10,912	\$ 13,389	\$ 13,153	\$ (236)
Printing.....	5,374	6,594	6,479	(115)
Subtotal.....	16,286	19,983	19,632	(351)
Record Index.....	1,496	2,079	2,209	130
Record Indexers.....	1,520	1,547	1,587	40
Subtotal.....	19,302	23,609	23,428	(181)
B. Miscellaneous Publications.....	4,322	4,260	3,997	(263)
C. U.S. Code.....	4,112			
D. Miscellaneous Printing and Services.....	17,823	19,014	19,956	942
E. Details to Congress.....	4,466	4,466	4,466	0
F. Document Env. and Franks.....	1,613	1,807	1,312	(495)
G. Calendars.....	2,427	3,168	2,540	(628)
H. Bills, Resolutions, & Amdts.....	7,495	6,612	7,197	585
I. Committee Reports.....	1,955	3,075	3,016	(59)
J. Documents.....	2,241	1,867	1,855	(12)
K. Hearings.....	17,748	20,341	21,921	1,580
L. Committee Prints.....	747	1,268	1,025	(243)
Total Obligations.....	84,252	89,487	90,713	1,226
Surplus/(Shortfall).....	(2,122)	(9,751)	(5,313)	4,438
Appropriation.....	\$ 82,130	\$ 79,736	\$ 85,400	\$ 5,664

Note: Prior-year transfers to the GPO revolving fund of \$9,935,000 are available for the purposes of this account. GPO is requesting the transfer of \$7,251,000 to the revolving fund from previous years to fund requirements of FY14 and FY15.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
Detailed Analysis of Change

Base, 2014
I. Adjustments To Base

A. Price Level Changes

- 1. Daily Congressional Record:
 - 1a. Data Preparation
 - 1b. Printing
 - Subtotal
- 2. Congressional Record Index
- 3. Congressional Record Indexers
- 4. Miscellaneous Publications
- 5. Miscellaneous Printing and Services
- 6. Document Envelopes and Franks
- 7. Business & Committee Calendars
- 8. Bills, Resolutions, and Amendments
- 9. Committee Reports
- 10. Documents
- 11. Hearings
- 12. Committee Prints

CALCULATION OF BASE	
STAFF	AMOUNT (000)
-	\$79,736
2015 REQUEST	
	1,895
	288
	<u>142</u>
	430
	48
	40
	88
	437
	29
	56
	158
	66
	41
	480
-	22

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
Detailed Analysis of Change

CALCULATION OF BASE	
STAFF	AMOUNT (000)
B. Program Type Changes	\$3,769
1. Activity	(\$669)
a. Daily Congressional Record:	
1. Data Preparation	(524)
2. Printing	(258)
Subtotal	(782)
3. Record Index	82
b. Miscellaneous Publications	(351)
c. Misc. Printing & Services	504
d. Document Env. & Franks	(523)
e. Calendars	(684)
f. Bills, Resolutions, & Amdts.	428
g. Committee Reports	(124)
h. Documents	(52)
i. Hearings	1,099
j. Committee Prints.	(266)
2. Estimated Change - in Surplus/(Shortfall)	4,438
II. Net Change	- 5,664
III. Appropriation 2015	- \$85,400

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
Explanation of Changes Shown

	Staff	Amount (000)
A. PRICE LEVEL CHANGES		
The average 2.1 percent increase is due to increases in printing costs.	-	\$1,895
B. PROGRAM TYPE CHANGES		
1. Activity (Volume)	-	(669)
a. Congressional Record Publications:		
1. Daily Record This 3.9 percent decrease is computed based on historical data.		(782)
2. Record Index This 3.9 percent increase is computed based on historical data.		82
b. Miscellaneous Publications This 8.2 percent decrease is computed based on historical data.		(351)
c. Miscellaneous Printing and Services This 2.7 percent increase is computed based on historical data.		504
d. Documents Envelopes and Franks This 29 percent decrease is computed based on historical data.		(523)

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
Explanation of Changes

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Activity (Volume)		
e. Business and Committee Calendars This 21.6 percent decrease is computed based on historical data.		(684)
f. Bills, Resolutions, & Amendments This 6.5 percent increase is computed based on historical data.		428
g. Committee Reports This 4 percent decrease is computed based on historical data.		(124)
h. Documents This 2.8 percent decrease is computed based on historical data.		(52)
i. Hearings This 5.4 percent increase is computed based on historical data.		1,099
j. Committee Prints This 21 percent decrease is computed based on historical data.		(266)
2. Estimated Change		\$4,438

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
By Object Class
(In thousands)

Object Class	2013 Actual	2014 Actual	2015 Estimate	Change
24 Printing & Reproduction	\$82,130	\$79,736	\$85,400	\$5,664

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
Analysis of Change to Budget Base
(In thousands)

Object Class	Price Level Changes	Program Type Changes	Total Changes
24 Printing & Reproduction	\$1,895	\$3,769	\$5,664

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
Estimated Cost Per Unit by Category

Category	Unit 1/	2013	2014	2015
A. Congressional Record Program:				
Daily Record:				
Data Preparation.....	Page.....	562	582	595
Printing.....	Page.....	<u>277</u>	<u>287</u>	<u>293</u>
Subtotal.....	Page.....	839	869	888
Record Index.....	Page.....	394	408	417
Record Indexers.....	Hours.....	84	86	88
B. Miscellaneous Publications.....	Page.....	121	125	128
C. U.S. Code.....	Page.....	80		
D. Miscellaneous Printing and Services	1,000 items....	203	210	215
E. Details to Congress.....	Hours.....	54	54	54
F. Document Env. and Franks.....	1,000 items....	120	125	127
G. Calendars.....	Page.....	99	103	105
H. Bills, Resolutions, & Amdts.....	Page.....	38	40	41
I. Committee Reports.....	Page.....	60	62	64
J. Documents.....	Page.....	32	33	34
K. Hearings.....	Page.....	72	75	76
L. Committee Prints.....	Page.....	39	40	41

1/ The unit cost per page is the number of original pages and the cost includes all Congressional copies of each category of work. The per page cost for data preparation for the Daily Congressional Record includes all composition (including file up-date and maintenance for the permanent edition) and prepress costs per original page. The cost for printing includes binding and mailing all of the copies charged to Congress. Based on an average press run of 2,350 copies, the total production cost is 21.1 cents per coppingage, including copies ordered by agencies, depository libraries, and for sale to the public. The rider rate for printing additional copies is 1.43 cents per coppingage.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION

Volume Increase/(Decrease)

Category	Unit	2013		2014		2015	
		Total	Increase/(Decrease) Quantity Percent	Total	Increase/(Decrease) Quantity Percent	Total	Increase/(Decrease) Quantity Percent
A. Congressional Record Program:							
Daily Record:							
Data Preparation.....	Page.....	19,400	3,600 18.6	23,000	(900)	(3.9)	22,100
Printing.....	Page.....	19,400	3,600 18.6	23,000	(900)	(3.9)	22,100
Record Index.....	Page.....	3,800	1,300 34.2	5,100	200	3.9	5,300
Record Indexers.....	Hours.....	18,000	0 0.0	18,000	0	0.0	18,000
Miscellaneous Publications.....	Page.....	35,700	(1,700) (4.8)	34,000	(2,800)	(8.2)	31,200
C. U. S. Code.....	Page.....	51,500	(51,500)				
D. Miscellaneous Printing and Services.....	1,000 items.....	87,800	2,700 3.1	90,500	2,400	2.7	92,900
E. Details to Congress.....	Hours.....	82,700	0 0.0	82,700	0	0.0	82,700
F. Document Env. and Franks.....	1,000 items.....	13,400	1,100 8.2	14,500	(4,200)	(29.0)	10,300
G. Calendars.....	Page.....	24,500	6,400 26.1	30,900	(6,669)	(21.6)	24,231
H. Bills, Resolutions, & Amnds.....	Page.....	195,700	(28,900) (14.8)	166,800	10,800	6.5	177,600
I. Committee Reports.....	Page.....	32,500	16,900 52.0	49,400	(2,000)	(4.0)	47,400
J. Documents.....	Page.....	70,700	(13,800) (19.5)	56,900	(1,600)	(2.8)	55,300
K. Hearings.....	Page.....	245,635	26,365 10.7	272,000	14,700	5.4	286,700
L. Committee Prints.....	Page.....	19,200	12,300 64.1	31,500	(6,600)	(21.0)	24,900

CONGRESSIONAL BILLINGS FOR COMMITTEES BY CATEGORY
During FY 2013

House Committee	Daily Corp. Rec.	Record Index	Record Indexes	Misc. Pubs.	Misc. P&S	Misc. Details	Doc. Enr.	Doc. Franks	Calendars	Bills	Reports	Documents	Hearings	Prints	TOTALS	
																17,126
U.S. House of Representatives	7,505,576	912,052	912,052	17,126	503,763	2,619,500	119,718	1,897	481,482	11,013	450	18,589	381	216,206	993	4,899,515
Chair of The House							32,355									32,355
House Members																
H. Agriculture				5,668	79,558	92,232										404,877
H. Appropriations				117,850	62,393									4,079,574	289,159	4,546,426
H. Armed Services				3,681	48,781	181,656			17,072					985,194	1,890	816,294
H. Financial Services					35,491									827,114	1,231	863,836
H. Education and the Workforce					15,510				19,207					108,889	536	144,132
H. Foreign Affairs				211	87,344	99,738								445,840	4,777	518,171
H. Oversight & Gov. Reform				35,987	21,630									810,764	1,906	770,008
H. House Administration				423	99,890									44,687	88,115	233,195
H. Natural Resources				17,987										330,064	19,229	369,217
H. Natural Resources					480	204,876			23,083					2,308,278		2,786,716
H. Commerce and Energy					13,044									693,589	27,012	733,645
H. Judiciary					19,915	87,210			15,482		35,931			318,338	752	475,528
H. Transportation and Infrastructure				4,677	5,760				10,654					51,508	555	72,018
H. Rules				6,238	19,597	100,980			4,544					785,509	555	919,822
H. Science, Space & Technology				4,216	5,080	58,320								186,380	495	234,491
H. Veterans Affairs					330									558,162	36,285	595,058
H. Ways and Means														486,710		549,090
H. Small Business														105,064		136,868
H. Security & Cooperation in Europe				18,709										20,538		39,247
H. Ethics				95,902	8,353									40,510		124,663
H. Office of Chief Adm. Officers				67,386	71,965									157,838		337,708
H. Budget					321									67,224		89,346
H. Nat'l Bicentennial Comm.				30												350
H. Legislative Counsel																368,452
H. Homeland Security				1,310	9,484	93,744			6,195					265,118	5,372	410,814
H. Intelligence														25		25
H. US-China Econ & Security Review				72,628	66,409											141,829
Total House	7,505,576	912,052	912,052	939,993	4,517,316	1,485,540	176,026	481,482	1,250,454	9	56,211	158,659	13,219,632	606,464	31,311,905	

CONGRESSIONAL BILLINGS FOR COMMITTEES BY CATEGORY
During FY 2013

Senate Committees	Daily Cong. Rec	Record Index	Record Indexers	Misc. Pubs	Misc. P&S	Details	Doc. Env.	Doc. Franks	Calendars	Bills	Reports	Documents	Hearings	Prints	TOTALS													
																U. S. Senate	Secretary of Senate	Senate Members	S. Sec. Sergeant at Arms	S. Agriculture, Nutrition & Forestry	S. Appropriations	S. Armed Services	S. Banking, Housing & Urban Affairs	S. Commerce, Science & Transportation	S. Finance	S. Foreign Relations	S. Homeland Security & Governmental Affairs	S. Energy & Natural Resources
U. S. Senate	6,887,383	701,214		8,945	435,135	355,338	318,334		893,589	557,942	5,902	13,112	3,944	7,217	9,640,340													
Secretary of Senate				621,048	1,102,301									25	2,104,943													
Senate Members				242,585	3,019,538				1,432					50	3,279,940													
S. Sec. Sergeant at Arms				711,252											3,279,940													
S. Agriculture, Nutrition & Forestry				3,783	109,728										234,168													
S. Appropriations				13,337	317,032										120,657													
S. Armed Services				54,148					16,544						286,317													
S. Banking, Housing & Urban Affairs				803	7,412	212,328									319,708													
S. Commerce, Science & Transportation				26,441	90,414										642,778													
S. Finance				6,761	82,250							183			786,306													
S. Foreign Relations				76,024	189,892										712,137													
S. Homeland Security & Governmental Affairs				425	134,825	92,988									486,418													
S. Energy & Natural Resources				30,180	183,168										76,203													
S. Judiciary				20,448	79,164				17,235						730,872													
S. Health, Education, Labor & Pensions				25	7,252	83,564									184,983													
S. Environment & Public Works				7,114	179,674				8,750						378,583													
S. Rules and Administration				2,835											2,778													
S. Democratic Policy				2,445											184,983													
S. Republican Policy				1,862											750,834													
S. Small Business & Entrepreneurship				2,027											241,181													
S. Special Comm on Aging				6,808											351,090													
S. Select Comm on Ethics				3,972	1,044										143,846													
S. Veterans Affairs				1,901	82,566										216													
S. Legislative Counsel				104,114	276,036										330,854													
S. Sergeant at Arms				212,658	186,063										13,350													
S. Budget				528	114,120										2,598													
S. Legal Counsel				3,502											2,445													
S. Select Comm on Intelligence				5,034											1,862													
S. Indian Affairs				10,313	84,392										121,451													
Total Senate	6,887,383	701,214	0	1,096,710	5,887,149	2,835,954	318,334	0	939,635	557,942	58,131	13,305	5,040,702	179,888	24,417,328													

CONGRESSIONAL BILLINGS FOR COMMITTEES BY CATEGORY
During FY 2013

Joint Committee	Daily Copying	Record Indexes	Record Indexes	Misc. Pub's	Misc. PAS	Details	Doc. Enr	Doc. Enr	Calendars	Reprints	Documents	Hearings	Committee Prints	TOTALS
Joint Committee On Printing					40						416	48,845		52,816
Joint Economic Committee				3,353							183			72,334
Joint Committee on Taxation				39,716										
Joint Select Comm on Deficit Reduction				185,100	841,313							3,155		1,028,567
Joint Committee on Inaugural Ceremonies				224,213	563,506						617	52,000	32,422	1,154,856
Total Joint Committees	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous														
Bylaw	1,285,010	26,562	1,520,125	2,569,032	7,969,892	84,500			3,937,825	1,599,555	1,147,016			20,218,007
Archives of the Capitol	0	0	0	182,630	159,730				19,349		0			361,709
Comp-Exec Commission on China				787	7,348	15,876						26,800		63,536
Senate Caucus On International Narcotics				847										847
Total Miscellaneous	1,285,010	26,562	1,520,125	2,552,449	8,127,006	110,376	0	0	19,349	3,937,825	1,147,016	26,800	32,422	20,644,898
TOTALS	16,687,948	1,639,228	1,520,125	5,115,971	19,477,219	4,231,876	602,360	451,482	2,229,628	4,495,167	1,112,867	18,330,333	834,800	71,628,769

DETAILS TO CONGRESS AS OF SEPTEMBER 30, 2012 AND 2013

	2012	2013
SENATE COMMITTEES		
Agriculture, Nutrition, and Forestry.....	1	1
Appropriations.....	2	4
Banking, Housing, and Urban Affairs.....	2	2
Budget.....	1	1
Commerce, Science, and Transportation.....	1	1
Energy and Natural Resources	2	2
Finance.....	2	2
Foreign Relations.....	2	2
Homeland Security and Governmental Affairs.....	1	1
Health, Education, Labor, & Pensions.....	1	1
Indian Affairs.....	1	1
Judiciary.....	1	1
Veterans' Affairs.....	1	1
Environment and Public Works.....	2	2
Total Senate Committees.....	20	22
HOUSE COMMITTEES		
Oversight and Government Reform.....	1	1
Homeland Security.....	1	1
Armed Services.....	2	2
Energy and Commerce.....	2	2
Agriculture.....	1	1
Veterans' Affairs.....	0	1
Small Business.....	0	1
Natural Resources.....	0	1
Transportation and Infrastructure.....	1	1
Total House Committees.....	8	11
MISCELLANEOUS		
Commission on Security and Cooperation in Europe.....	2	1
House Legislative Counsel.....	4	4
Congressional Service Center (CRS).....	1	1
Senate Enrolling Clerk.....	1	1
Senate Legislative Counsel.....	3	3
Senate Official Reporters.....	1	1
Senate Service Department.....	1	1
House Enrolling Clerk.....	1	1
Senate Docutech Room.....	1	1
Total Miscellaneous.....	15	14
SUMMARY		
Senate Committees.....	20	22
House Committees.....	8	11
Miscellaneous.....	15	14
	43	47

OFFICE OF SUPERINTENDENT OF DOCUMENTS
SALARIES AND EXPENSES
Including Transfer of Funds
Fiscal Year 2015

Proposed Appropriation Language:

For expenses of the Office of Superintendent of Documents necessary to provide for the cataloging and indexing of Government publications and their distribution to the public, Members of Congress, other Government agencies, and designated depository and international exchange libraries as authorized by law, (\$31,500,000) **\$32,171,000. Provided,** That amounts of not more than \$2,000,000 from current year appropriations are authorized for producing and disseminating Congressional serial sets and other related publications for fiscal years [2012 and] 2013 and 2014 to depository and other designated libraries. *Provided further,* That any unobligated or unexpended balances in this account or accounts for similar purposes for preceding fiscal years may be transferred to the Government Printing Office revolving fund for carrying out the purposes of this heading, subject to the approval of the Committees on Appropriations of the House of Representatives and Senate. (*Legislative Branch Appropriations Act, 2014.*)

Base Budget Review:

Description of Programs: The Salaries and Expenses Appropriation of the Superintendent of Documents provides for: (1) the Federal Depository Library Program (FDLP); (2) the cataloging and indexing of Government publications; (3) the distribution of certain Government publications to Members of Congress and other Government agencies, as designated by law; and (4) the distribution of Government publications in the International Exchange Service.

A total of \$32,171,000 is requested for this appropriation for FY 2015. The request for FY 2015 includes funding for 94 full-time equivalents (FTE's). Many of the activities of the programs are being funded at the required level to sustain services. The agency received approval in FY 2014 to transfer \$3,238,576 from prior-year appropriations to fund needed activities not covered by the appropriation. The agency is seeking \$5,067,000 in transfer funds for FY 2015 based on the availability of prior-year funds to further fund activities in support of the programs.

Federal Depository Library Program

As authorized by chapter 19 of Title 44, U.S.C., the mission of the FDLP is to disseminate information products from all three branches of the Federal Government to 1,200 libraries nationwide designated as Federal depository libraries, directly by law or as depositories designated by their Representatives and Senators. Federal depository libraries maintain and provide free public access to Federal Government information products. Providing free online access to Government publications is provided under the authority of chapter 41 of Title 44, U.S.C., via GPO's Federal Digital System (FDsys) (www.fdsys.gov).

In FY 2013, approximately 6,955 tangible titles were distributed to Federal depository libraries, totaling 1,727,781 million copies distributed. In keeping with the direction of the Legislative Appropriations Act for FY 1996, GPO has transitioned the FDLP to a predominantly electronic program. The total number of Federal Government information collections available to the public online via FDsys is approximately 50, with over 9 million searchable documents. As GPO continues to adjust its workflows and operations to accommodate a primarily electronic FDLP, the costs of the program are increasingly related to identifying, acquiring, cataloging, linking to, authenticating, modernizing, and providing permanent public access to electronic Government information. All associated activities involve ongoing, recurring costs.

Funding is required to complete several initiatives crucial for managing Federal Government content. LSCM would like to continue and expand its initiative to harvest Federal Executive agency Web site content, including the development of long-term archiving and digital preservation management. To accomplish this, LSCM would like to operationalize its current effort beyond the pilot phase to Phase 2: bulk harvesting.

LSCM is requesting the use of \$1,067,000 in transfer funds for these activities, based on an analysis of work.

In addition, \$500,000 in transfer funds is being requested to complete a project to enhance existing GPO Web-based applications and develop new relationships, such as with the Digital Public Library of America (serving as a Federal hub), both to increase access and discovery of Federal Government information to the public. These initiatives support GPO's commitment to ensuring permanent public access to Federal Government information.

Cataloging and Indexing Program

Under the requirements of sections 1710 and 1711 of Title 44, U.S.C., GPO is charged with creating access to all Federal Government publications that are not confidential in nature via catalogs and indexes. The principal tool to do that is the Web-based Catalog of U.S. Government Publications (<http://catalog.gpo.gov>). GPO's goal is to expand this catalog to be a comprehensive title listing of all public Federal Government documents, both historic and electronic, and increase the visibility and use of Government information products, including the pre-1976 historic collection.

To accomplish that, LSCM has undertaken several projects to bring fugitive Federal publications and other Federal agency publications under bibliographic control in a multi-year initiative called the National Bibliographic Records Inventory. In FY 2013 and 2014, LSCM began several projects to that end at the request of stakeholders in the FDLP community. They included: taking digitized historic shelflist records for all Federal publications, transcribing them, developing cooperative cataloging projects with partner Federal depository libraries, creating a national union shelflist of all catalog and index records for all Federal materials, doing an internal manual records conversion, developing metadata for the U.S. Congressional Serials Set information for FDsys, identifying bibliographic information for known sets of fugitive Federal publications, and historic Monthly Catalog conversion (from 1895 and 1898 print catalogs to online records). The first phase of work is now complete.

Ongoing funding is required to continue this important work and move into the second phase of work in FY 2015, specifically, the continuation of the transcription of GPO's historic pre-1976 shelflist. Work is underway, but not yet complete, to transcribe all of the non-OCCLC cards in its historic shelflist. Contract staff are needed to transcribe the remaining shelflist cards, check in historic serial issues, and add Library of Congress Subject Headings and corporate name authority to enhance subject and name access to the records already in the Catalog of U.S. Government Publications.

In the national FDLP Forecast Study, the Federal Depository Library community identified the creation of better access and discovery of all Federal materials as their number one requirement.

LSCM is requesting the use of \$1,000,000 in transfer funds for all the above activities, based on an analysis of work that remains to be completed.

Funding is also required to begin a project to develop metadata standards, plan for manual metadata application or the development of partially automated processes via parsers for historic essential titles (formerly distributed to libraries in tangible format) for FDsys. Funding may also be used to cover application of metadata to titles such as the Bound Congressional Record and Federal Register. This includes the use of contact staff to both apply granular metadata and develop parsers.

LSCM is requesting the use of \$2,500,000 in transfer funds for these activities, based on an analysis of work required to complete this project.

International Exchange Service

As authorized by Section 1719 of Title 44, U.S.C., and pursuant to an international treaty establishing the exchange of official publications, GPO distributes tangible U.S. Government publications to foreign governments. In exchange, those foreign governments agree to send their similar government publications to the United States for deposit at the Library of Congress (LOC). LOC designates which publications are to be distributed abroad and GPO performs the actual distribution.

By-Law Distribution Program

Under various provisions of Title 44, U.S.C., GPO distributes certain tangible publications to recipients designated by law. For example, two or more copies of every publication printed by GPO are provided to LOC, even if the publication is not distributed to the Federal depository libraries. In addition, the National Archives and Records Administration (NARA) receives three copies of every publication printed. On behalf of the Department of State, GPO distributes copies of publications to foreign legations. GPO also maintains mailing lists for by-law distribution of specific publications.

**US GOVERNMENT PRINTING OFFICE
SUPERINTENDENT OF DOCUMENTS
SALARIES AND EXPENSES**
Analysis of Change 2014 to 2015
(Dollars in Thousands)

	2015	
	Agency Request	
	FTE	Amount
FY 2014*	94	\$ 31,500
FY 2015		
Mandatory Pay and Related Costs		
Annualization of Pay Raise for FY 2014		26
Pay Raise for FY 2015		141
Within-grade Increases for FY 2015		<u>104</u>
Total Mandatory Pay and Related Costs		<u>271</u>
Total Price Level Changes		<u>400</u>
Program/Project/Activity Increases for FY 2015		
Bulk Harvesting and Content Management Project		1,067
Enhance Web-based Applications to Provide Better Access to the Public		500
Continuation of Historic Shelflist Project Pre-1976 Collection		1,000
Development of Metadata and Parser for Bound CR and FR		<u>2,500</u>
Subtotal Program/Project/Activity Increases for FY 2015		<u>5,067</u>
Transfer Request for FY 2015 - FY 2009 Balance**		(5,067)
Total Net Change	-	671
Total 2015 Appropriation	94	\$ 32,171

* FTEs have been reduced to reflect the actual budgeted amount of approved FTEs for FY 2014.

** Request for unobligated or unexpended balances from prior year appropriations be transferred to GPO's revolving fund upon approval of the Committees on Appropriations of the House of Representatives and Senate.

**US GOVERNMENT PRINTING OFFICE
SUPERINTENDENT OF DOCUMENTS
SALARIES AND EXPENSES**
Summary by Object Class
(Dollars in Thousands)

Object Class	FY 2013 Actual (1)	FY 2014 Approved (2)	FY 2015 Requested (3)	FY 2014/2015 Net Change	
Breakdown by Program					
By-Law Distribution	\$ 357	\$ 315	\$ 367	\$ 52	(4)
Cataloging and Indexing	8,029	8,190	8,204	14	(4)
Federal Depository Library	22,069	22,050	22,583	533	(4)
International Exchange	982	945	1,017	72	(4)
Total Appropriation	\$31,437	\$ 31,500	\$ 32,171	\$ 671	
Breakdown by Object Class					
11 Personnel Compensation	\$ 7,591	\$ 8,049	\$ 8,258	\$ 209	(5)
12 Personnel Benefits	2,612	2,372	2,434	62	(6)
21 Travel	40	68	69	1	(7)
22 Transportation of Things	634	825	841	16	(7)
23 Rents Communications & Utilities	115	111	113	2	(7)
24 Printing and Reproduction	10,498	8,500	8,662	162	(7)
25 Other Services	9,780	11,095	11,305	210	(7)(8)
26 Supplies and Materials	158	476	485	9	(7)
31 Equipment	9	4	4	0	(7)
Total Appropriation	\$31,437	\$ 31,500	\$ 32,171	\$ 671	

- (1) Actual and obligated expenditures against the 2013 S&E Appropriation through 09/30/13, (P.L. 113-6). In addition to appropriated fund \$3.73M in transferred funds were requested to cover printing U.S. Code edition, automation of the manual depository process and FDSys permanent storage that were not covered by FY 2013 funds.
- (2) Amount is based on FY 2014 funding levels (P.L. 113-76) with inflation for salary and all non-salary categories. Personnel compensation was calculated based on staffing needs, inflation and appropriate work days for the year.
- (3) Requested amount is based on FY 2014 funding levels with inflation for salary and all non-salary categories. Personnel compensation was calculated based on staffing needs, inflation and appropriate work days for the year. The agency is expecting to request \$5.1M in transfer funds to cover projects including bulk harvesting and content management of Federal agencies' information (\$1.1M), development of Bound Congressional Record and Federal Register metadata and parser (\$2.5M), continue shelfist project for pre-1976 collection (\$1M), and to increase access to Federal information through enhanced web applications (\$500k)
- (4) Reflects salary and price level increases.
- (5) Amount reflects the funding of merit and within grade and pay increases for 94 ftes for FY 2015.
- (6) Reflects anticipated benefit expenditures based on Personnel Compensation figure.
- (7) Reflects price level increase due to inflation.
- (8) Includes price level increases for Workers' Compensation, Shared Services, and on-going systems maintenance including FDSys operating expenses.

**US GOVERNMENT PRINTING OFFICE
REVOLVING FUND
Fiscal Year 2015**

Proposed Appropriations Language:

For payment to the Government Printing Office Revolving Fund, [\$8,064,000] \$11,348,000, to remain available until expended, for information technology development and facilities repair: *Provided*, That the Government Printing Office is hereby authorized to make such expenditures, within the limits of funds available and in accordance with law, and to make such contracts and commitments without regard to fiscal year limitations as provided by section 9104 of title 31, United States Code, as may be necessary in carrying out the programs and purposes set forth in the budget for the current fiscal year for the Government Printing Office Revolving Fund: *Provided further*, That not more than \$7,500 may be expended on the certification of the Public Printer in connection with official representation and reception expenses: *Provided further*, That the revolving fund shall be available for the hire or purchase of not more than 12 passenger motor vehicles: *Provided further*, That expenditures in connection with travel expenses of the advisory councils to the Public Printer shall be deemed necessary to carry out the provisions of title 44, United States Code: *Provided further*, That the revolving fund shall be available for temporary or intermittent services under section 3109(b) of title 5, United States Code, but at rates for individuals not more than the daily equivalent of the annual rate of basic pay for level V of the Executive Schedule under section 5316 of such title: *Provided further*, That activities financed through the revolving fund may provide information in any format: *Provided further*, That the revolving fund and the funds provided under the headings "Office of Superintendent of Documents" and "Salaries and Expenses" may not be used for contracted security services at GPO's passport facility in the District of Columbia. (*Legislative Branch Appropriations Act, 2014*.)

Base Budget Review:

By law, GPO's revolving fund is used to finance GPO's printing, print procurement, and sales of Government publications operations. Approximately 70 percent of GPO's printing revenue is from procured printed products and related services for customer agencies. This work is procured through GPO's Customer Services business unit utilizing the private sector printing industry. These printing and printing related requirements are effectively satisfied through this procurement activity because the highly competitive process provides access to the vast resources, expertise, and specialization within the commercial sector at the most cost effective price. The Program competitively acquires products and services from among more than 16,000 registered private sector firms in all 50 states every year through various types of procurement vehicles that are tailored to the specific needs of customers. It is one of the Government's most successful procurement programs, assuring the most cost-effective use of the taxpayers' printing dollar. For our customers in Federal agencies, we will continue to provide expert consulting for printed products and related services through private sector vendors using GPO's experience and buying power to create the best value for taxpayers, and offering them more flexibility in choosing and working directly with vendors.

GPO's in-plant facility provides electronic and tangible print products in support of the information and day-to-day business needs of Congress and Federal agencies. GPO produces the *Congressional Record* overnight when Congress is in session, and bills, hearings, documents, reports and committee prints in time to support Congress' legislative needs. Also produced are the *Federal Register*, the *Code of Federal Regulations*, passports (both in Washington, DC, and at our alternate production facility at the Stennis Space Center, MS), smart cards and other key Government documents, such as the annual *U.S. Budget*.

With a few exceptions, the paper used to produce the printed documents by GPO and its contractors meets or exceeds Federal recycled paper requirements and all GPO printing inks are manufactured from vegetable oil in accordance with the Vegetable Ink Printing Act of 1994.

GPO plays a critical role in America's security by producing secure federal credentials, including the U.S. passport for the Department of State and secure credentials, many with smart card features combining print and digital security features, for Federal agencies. GPO has produced the U.S. passport for the Department of State for more than 80 years. Since the electronic passport program began in 2007, in compliance with standards issued by the International Civil Aviation Organization, GPO has made well over 85 million Passports for the public and official Government use. GPO's Security and Intelligent Documents (SID) business unit operates two secure production facilities for

the production of passports and smartcards. The main SID manufacturing facilities are located in Washington DC. In 2008, at the request of the Department of State, GPO built and established a Continuity of Operations (COOP) Secure Production Facility (SPF) within the secure NASA Space Center in Stennis, MS, for the production of passports. In 2010, GPO's secure credential design, production, and personalization systems, facilities and equipment were certified ISO 9001 compliant to meet globally recognized standards of excellence in production and quality systems and controls. The operation has been certified by the General Services Administration as the only Government facility qualified to graphically personalize HSPD-12-compliant cards for the Federal Government.

By law, GPO offers Government publications for sale to the public. Thousands of titles are available for sale at any given time, including books, CD-ROMs, and other electronic formats. Some titles are also available in e-book format. GPO's publications sales program provides the public with a wide variety of low cost consumer-oriented publications as well as congressional documents and executive and judicial publications. Documents can also be ordered through GPO's secure Online Bookstore site at (bookstore.gpo.gov). Free and low-cost publications are distributed through the Federal Citizen Information Center in Pueblo, CO. GPO also provides publications distribution services for Federal agencies on a reimbursable basis.

Revolving Fund Project Requests

For FY 2015, GPO is requesting a total of \$11,348,000 for the Revolving Fund to remain available until expended, for the following projects:

FDsys Projects

Development	
Repository Development	\$ 1,200,000
Search Development	900,000
Web App and Processing	<u>1,700,000</u>
Total Development	\$ 3,800,000

Infrastructure	
Test Environment	\$ 340,000
Development Environment	275,000
Storage	325,000
Bandwidth	<u>582,000</u>
Total Infrastructure	\$ 1,522,000
Total FDsys	\$ 5,322,000

Digital Project

Composition System Replacement	\$ <u>3,500,000</u>
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Facilities Projects

Utility Management System	\$ 500,000
208 Volt Transformers	200,000
Elevators 1 & 2 A/C (B1)	700,000
Roof Replacement	706,000
Free-cooling Heat Exchange System Design	200,000
Industrial Air Compressor	110,000
Computer Room AC (8th Floor)	<u>100,000</u>
Total Facilities	\$ 2,516,000

Total Revolving Fund Project Requests \$ 11,348,000

FDsys Projects

Development

Repository Development (\$1,200,000) Development for the Content and Preservation Repository component of FDsys, in order to maintain a consistent delivery of new features and functionality for FDsys and key stakeholders, including Congress, Federal agencies and the public.

Search Development (\$900,000) Development for the Search component of FDsys in order to maintain a consistent delivery of new features and functionality for FDsys and key stakeholders, including Congress, Federal agencies, and the public.

Web App and Processing (\$1,700,000) Development for the Web Application and Content Processing component of FDsys in order to maintain a consistent delivery of new features and functionality for FDsys and key stakeholders, including Congress, Federal agencies, and the public.

Infrastructure

Test Environment (\$340,000) The current FDsys Test environment servers have been retired by the vendor. They are still supported currently but it is not determined how much longer they will be supported. The repurposing of servers from the old Production environment allowed for the postponement of the complete environment refresh activity until FY15, when it must occur in order to stay supportable and to ensure all FDsys environments (Production, COOP, Test, and Development) are in alignment on stable, supported hardware.

Development Environment (\$275,000) The current FDsys Development environment systems have been retired by the vendor. They are still supported currently but it is not determined how much longer they will be supported. Additionally, the current development environment configuration does not match the Production environments after the 2013 hardware refresh. Funds are needed to purchase new equipment to complete the environment update, ensuring all FDsys environments (Production, COOP, Test, and Development) are in alignment on stable, supported hardware.

Storage (\$325,000) As FDsys continues to ingest additional content, the corpus of data will continue to grow. FDsys is identifying and prioritizing the Ingestion of new collections while still maintaining day forward collections, making the growth of FDsys content greater than linear. In order to provide space for public access, the preservation repository, and supporting environments, additional storage space must be purchased. This storage space will augment the existing storage environment and allow FDsys to continue its pace of ingestion through FY15.

Bandwidth (\$592,000) As FDsys adds more day forward content and new collections, the corpus of FDsys content will grow and the amount of information accessible to the public will become greater each day. With popular content such as the Affordable Care Act, it is important to ensure that adequate bandwidth is available to serve data to end users in a timely fashion while still covering the breadth and depth of information available on FDsys. Bandwidth needs for FDsys will grow in accordance with statistical trends for public access, and these trends are continuing to rise with additional content ingestion and public awareness. In order to keep up with public demand and provide a satisfying end users experience with no delays or degradations in performance, additional bandwidth will be needed in FY15 to service the ever growing user base for FDsys. As FDsys NextGen begins its public beta rollout in FY15, there will be increased focus on the new face of FDsys and performance issues should not be a factor in the reception of FDsys NextGen.

Digital Project

Composition system Replacement (\$3,500,000) GPO has been working on the development of our XML-based Composition System Replacement (CSR) project, which will replace our aging Microcomp composition system. The objective of the project is to match the typographical style and page layout of current printed publications, as well as support enhanced search, retrieval, data formats, and repurposing of data. Completion will be based on an iterative process over a series of years and releases, based upon stakeholder requirements and priorities for content collections. It will integrate with internal and external systems, such as FDsys and XML authoring tools utilized by external customers (e.g., ALEX and LEXA in the House and the Senate). The new system will allow GPO and its

users to employ XML while maintaining the current functionality available via Microcomp. In FY 2015, GPO plans to continue active development of core legislative documents, beginning with bills, resolutions, and amendments but also efforts to migrate additional publications to XML. We are requesting \$3.5 million for this purpose, which will cover the costs for hardware, software, and staffing needed for project support, development and implementation.

Facilities Projects

Utility Management System (\$500,000) The current Building Management System in place is obsolete, proprietary and no longer supported by the vendor. It needs to be replaced ASAP; to bring in a new system will require considerable design work, which we hope to initiate in 2015 after the 2014 study has been completed.

208 Volt Transformers (\$200,000) GPO still "runs on" 208V power in most of the main complex; we have a continuous transformer upgrade program so that we don't lose power to critical systems due to old equipment failing.

Elevators 1&2 A/C (B1) (\$700,000) GPO has many elevators in need of modernization, as some of them are well over 30 years old. Elevators 1&2 are heavily used passenger elevators that serve both our employees and lease clients, such as USCIRF.

Roof Replacement (\$706,000) GPO has a roof upgrade program in progress. Upgrade of the next sections will eliminate destructive leaks in an elevator penthouse as well as removing a compromised section immediately over a paper and material storage area.

Free-cooling Heat Exchange System Design (\$200,000) This is to initiate the "Free Cooling" project currently slated for implementation in 2016. Initial studies by Pepco indicate a full ROI within one year, but we need to have a final design before we can begin procurement and installation.

Industrial Air Compressor (\$110,000) This is to replace the last of three air compressors from 1980 that furnish compressed air to Buildings A, B and C.

Computer Room AC- 8th Floor (\$100,000) The unit responsible for cooling the data center is over 20 years old, can now only run at half capacity, and needs to be replaced in order to reduce the risk of catastrophic failure.

**US GOVERNMENT PRINTING OFFICE
REVOLVING FUND
Analysis of Change 2014 to 2015
(Dollars in Thousands)**

	FY 2015 Agency Request	
	FTE	Amount
Obligational Authority, FY 2014	1,829	\$ 673,060
Non-recurring Costs - Equipment to be obligated in FY 2014		(43,071)
Mandatory Pay and Related Costs		
Annualization of pay raise for FY 2014		490
Pay raise for FY 2015		2,642
Within-grade increases FY 2015		1,958
Total Mandatory Pay and Related Costs	-	5,090
Total Price Level Changes		8,251
Program/Project/Activity Increases for FY 2015		
Capital expenditures equipment, systems, and facilities		34,380
Capital Expenditures to be funded by an Appropriation		
FDsys Repository Development		1,200
FDsys Search Development		900
FDsys Web App and Processing		1,700
FDsys Test Environment		340
FDsys System Development Environment		275
FDsys Storage		325
FDsys Bandwidth		592
Composition System Replacement		3,500
Utility Management System		500
208 Volt Transformers		200
Elevators 1 & 2 A/C (B1)		700
Roof Replacement		706
Free Cooling Heat Exchange System Design		200
Industrial Air Compressor		110
Computer Room AC (8th Floor)		100
Total Expenditures to be funded by an Appropriation		11,348
Net change requested		\$ 16,006
Total Budget FY 2015	1,829	689,068
Total Offsetting Collections		677,720
Total 2015 Appropriation		\$ 11,348

**US GOVERNMENT PRINTING OFFICE
REVOLVING FUND
Summary by Object Class
(Dollars in Thousands)**

Object Class	FY 2013 Actual	FY 2014 Enacted	FY 2015 Request	FY 2014/2015 Net Change
11 Personnel Compensation	\$ 147,702	\$ 146,208	\$ 150,009	\$ 3,801
12 Personnel Benefits	48,399	49,562	50,851	1,289
21 Travel	707	824	840	16
22 Transportation of Things	6,730	7,774	7,922	148
23 Rents, Communications and Utilities	14,980	16,950	17,272	322
24 Printing and Reproduction	278,556	253,344	258,158	4,814
25 Other Services	27,039	32,062	32,671	609
26 Supplies and Materials	131,861	123,265	125,607	2,342
31 Equipment	36,324	43,071	45,738	2,667
Total Budget	\$ 692,298	\$ 673,060	\$ 689,068	\$ 16,008

UNITED STATES GOVERNMENT ACCOUNTABILITY OFFICE



PERFORMANCE
BUDGET





U.S. GOVERNMENT ACCOUNTABILITY OFFICE

441 G St. N.W.
Washington, DC 20548Comptroller General
of the United States

February 21, 2014

The Honorable Tom Cole
Chairman
The Honorable Debbie Wasserman Schultz
Ranking Member
Subcommittee on Legislative Branch
Committee on Appropriations
House of Representatives

I want to take this opportunity to thank you and the Members of the subcommittee for your continued support of the Government Accountability Office (GAO). I appreciate the confidence you have shown in GAO by supporting our efforts to improve government performance, accountability, and transparency. These efforts are critical given the fiscal challenges our government is facing, and the complex decisions confronting the Congress on a range of financial, security, economic, and social issues.

We are well recognized for our non-partisan, firsthand, objective, fact-based and reliable analyses across the full breadth and scope of the federal government's responsibilities and the extensive interests of Congress. In fiscal year 2013, we received requests for our work from 95 percent of Congress's standing committees and almost two-thirds of the subcommittees. Our analysis and testimony inform debate and decisions by providing facts and supporting documentation. We provide institutional memory and the program and technical expertise to support Congress in overseeing the executive branch, evaluating spending priorities, and assessing information from outside parties. We continue to work proactively with the committees to ensure that we are focused on congressional priorities and needs.

When it comes to getting a good return on taxpayer dollars, GAO is one of the best investments Congress can make. We provide a return of about \$100 for every dollar invested in us. In fiscal year 2013, our work resulted in \$51.5 billion in financial benefits and more than 1,300 other program and operational benefits for the federal government in the areas of public safety and security, program efficiency and effectiveness, public insurance and benefits, acquisition and contract management, tax law administration, and business process and management.

In addition, GAO remains steadfast in identifying billions of dollars in cost-savings and revenue enhancements as Congress and the administration deliberate on both the federal government's immediate priorities and the nation's long-term fiscal path. Through analysis and advice, GAO recommends solutions across a vast array of areas to foster government efficiency, effectiveness, and responsiveness.

Following several years of fiscal constraint and the effects of sequestration, at the end of fiscal year 2013 GAO's staffing level dropped for the third consecutive year – by almost 500 full-time equivalent (FTE) staff since fiscal year 2010 – to 2,849 FTE, reaching its lowest level since 1935. With Congress's support, our fiscal year 2014 funding will allow us to boost staff capacity to 2,945 FTE. This staffing level reverses the downward FTE trajectory and allows us to make progress towards our optimal FTE level of 3,250 and will help ensure we have the staff capacity to assist the Congress in carrying out its responsibilities and help improve government performance, effectiveness and accountability.

Our fiscal year 2015 budget request of \$525.1 million seeks a modest increase of 3.9 percent to preserve the 2,945 FTE level and to continue necessary maintenance and improvements to our information technology (IT) and building infrastructure. This funding level is essential to maintain the strides made in fiscal year 2014 to increase our staff capacity.

Assisting Congress and the Nation

GAO continues to focus on delivering high quality results on the priority issues facing Congress. In fiscal year 2013, we issued 709 reports and made 1,430 new recommendations. In addition, nearly 80 percent of the recommendations we make are implemented within 4 years. The findings of our work were often cited in House and Senate deliberations and committee reports to support congressional action, including improving federal programs on our High Risk list; addressing duplication, overlap, and fragmentation; and assessing border security and immigration issues. Our findings also supported the Bipartisan Budget Act of 2013, in areas such as aviation security fees, unemployment insurance, improper payments to inmates, the strategic petroleum reserve, and the contractor compensation cap.

Financial Benefits

Examples of fiscal year 2013 financial benefits resulting from congressional or federal agency implementation of GAO recommendations include:

- **\$8.7 billion from reducing procurement quantities of the Joint Strike Fighter:** DOD decreased near-term procurement quantities in three successive budget submissions to lessen concurrency and the associated cost risks in light of our numerous recommendations citing the F-35 Joint Strike Fighter program's very aggressive and risky acquisition strategy, including substantial overlap among development, testing, and production activities.
- **\$2.6 billion from revising the approach for the Navy's Next Generation Enterprise Network (NGEN) Acquisition:** Our recommendations led Navy to revise its NGEN acquisition strategy—which was riskier and potentially costlier than other alternatives identified due to a higher number of contractual relationships—thus significantly reducing program costs between 2013 and 2017.

- **\$2.5 billion from eliminating seller-funded payment assistance for FHA-insured mortgages:** The Department of Housing and Urban Development and Congress took steps to prohibit seller-funded down payment assistance, citing our findings that losses associated with those loans had substantially higher delinquency and insurance claim rates than similar loans without such assistance, and were contributing to the Federal Housing Administration's deteriorating financial performance.
- **\$2.3 billion from consolidating U.S. Forces stationed in Europe:** DOD removed two brigade combat teams and support units from Europe, allowing it to further consolidate and close facilities, based in part on our work showing significant costs related to maintaining permanent Army forces in Europe and our recommendations that DOD identify alternatives that might lead to savings.
- **\$1.29 billion through improved tax compliance:** Our recommendations on the use of information reporting to reduce the tax gap contributed to legislation requiring banks and others to report income that merchants receive through credit cards, third-party networks, and other means to help IRS verify information reported on merchants' income tax returns. The estimated increased revenue through improved tax compliance is expected over the provision's first 3 fiscal years.

Program and Operational Benefits

GAO also contributed to 1,314 other benefits that helped change laws, improve public services, or promote sound management throughout government.¹ Examples include:

- establishing National Oceanic and Atmospheric Administration policies outlining the processes, roles and responsibilities for transitioning tsunami research into operations at tsunami warning centers;
- coordinating between DOD and the Social Security Administration (SSA) on the more timely delivery of military medical records through electronic transfer;
- improving Veterans Affairs (VA) oversight of its medical equipment and supply purchasing;
- increasing collaboration between the Army and Veterans Affairs through a joint working group to improve management of military cemeteries and help eliminate burial errors and other past problems; and
- updating Federal Emergency Management Administration (FEMA) National Flood Insurance Program contract monitoring policies to reduce the likelihood that contractor performance problems would go unnoticed.

¹ GAO's performance results can be found at: <http://www.gao.gov/about/perfaccountreport.html>. Our web site includes a summary of GAO's Fiscal Year 2013 Performance and Accountability Report as well as the complete report. The annual report informs Congress and the American people about what we have achieved on their behalf with the funds entrusted to us.

Testimonies

In FY 2013, senior GAO officials provided testimony 114 times before 60 Full Committees or Subcommittees on a wide range of issues that touched virtually all major federal agencies. A list of selected topics addressed is included in Enclosure I.

Legal Work

GAO's Office of General Counsel handled more than 2,400 bid protests during fiscal year 2013, issuing more than 500 decisions on the merits. The Office of General Counsel also provided ongoing appropriations law assistance and legal opinions to Congress and agencies on a number of matters, including legal opinions, interpretation of the Budget Control Act, and issues related to sequestration and funding gaps.

We also appreciate the subcommittee's support of our planned implementation of an electronic bid protest docketing system that will improve the process for vendors filing protests and the respondent agencies as well as increase transparency for users and the public. We are in the process of evaluating requirements for the system and developing a fee structure that will consider the needs of small businesses.

Overlap, Duplication, and Fragmentation

In fiscal year 2013 we issued our third annual report on overlap, duplication, and fragmentation. In it, we identified 31 new areas where agencies may be able to achieve greater efficiency or effectiveness. Within these 31 areas, we identified 81 actions that the executive branch and Congress could take to reduce fragmentation, overlap, and duplication, as well as other cost savings and revenue enhancement opportunities. This work identifies opportunities for the federal government to save billions of dollars. We also maintain a scorecard and action tracker on our external website where Congress, federal agencies, and the public can monitor progress in addressing our findings. Federal agencies and Congress have made some progress in addressing the 131 areas we identified and taking the 300 actions that we recommended in our 2011 and 2012 reports.

High Risk Program

We issued the biennial update of our High Risk report, which focuses attention on government operations that are at high risk of fraud, waste, abuse, and mismanagement, or need transformation to address economy, efficiency, or effectiveness challenges. This report offers solutions to 30 identified high-risk problems and the potential to save billions of dollars, improve service to the public, and strengthen the performance and accountability of the U.S. government. Our 2013 High Risk work produced 164 reports, 35 testimonies, \$17 billion in financial benefits, and 411 program and operational benefits.

The major cross-cutting High Risk program areas identified as of September 2013 range from transforming DOD program management and managing federal contracting

more effectively, to assessing the efficiency and effectiveness of tax law administration and modernizing and safeguarding insurance and benefit programs.

The complete list of high-risk areas is also included as Enclosure II. Details on each high-risk area can be found at <http://www.gao.gov/highrisk/overview>.

Watchdog Website

In September 2013, GAO launched the Watchdog website, which provides information exclusively to Members and congressional staff through the House and Senate intranets. The new site is designed to provide a more interactive interface for Members and their staff to request our assistance and to access our ongoing work. In addition, Watchdog can help users quickly find GAO's issued reports and legal decisions as well as key contact information.

Strategic Plan for Serving the Congress

In December 2013, we invited Members and their staff to comment on our draft Strategic Plan for Serving Congress in fiscal years 2014-2019 which is expected to be issued in February 2014. The plan describes our proposed goals and strategies for supporting Congress and the nation as the country continues through this period of challenge and opportunity. Our strategic plan framework summarizes the global trends, as well as the strategic goals and objectives that guide our work (Enclosure III). Our strategic goals and objectives are as follows:

Goals	Objectives	
Provide Timely, Quality Service to Congress and the Federal Government to Address Current and Emerging Challenges to the Well-Being and Financial Security of the American People related to . . .	<ul style="list-style-type: none"> • Healthcare needs • Lifelong learning • Benefits and protections for workers, families and children - Financial security • Effective system of justice 	<ul style="list-style-type: none"> • Viable communities • Stable financial system • consumer protection • Stewardship of natural resources the environment • Infrastructure
. . . Respond to Changing Security Threats and the Challenges of Global Interdependence involving . . .	<ul style="list-style-type: none"> • Homeland security - Military capabilities readiness 	<ul style="list-style-type: none"> • U.S. foreign policy interests • Global market forces
Help Transform the Federal Government to Address National Challenges by assessing . . .	<ul style="list-style-type: none"> • The government's fiscal position and outlining options for closing the fiscal gap 	<ul style="list-style-type: none"> • Fraud, waste and abuse • Major management challenges and program risks
Maximize the Value of GAO by Enabling Quality, Timely Service to Congress and Being a Leading Practices Federal Agency in the areas of . . .	<ul style="list-style-type: none"> • Efficiency, effectiveness, and quality • Diverse and inclusive work environment 	<ul style="list-style-type: none"> • Professional networks collaboration • Institutional stewardship resource management

The draft strategic plan also summarizes the trends shaping the United States and its place in the world. The plan reflects the areas of work we plan to undertake, including science and technology, weapons systems, the environment, and energy. We also will increase collaboration with other national audit offices to get a better handle on global issues that directly affect the United States, including international financial markets; food safety; and medical and pharmaceutical products. These trends include:

- U.S. National Security Interests;
- Fiscal Sustainability and Challenges;
- Global Interdependence and Multinational Cooperation;
- Science and Technology;
- Communication Networks and Information Technology;
- Shifting Roles in Governance and Government; and
- Demographic and Societal Changes.

For example, in the upcoming decade, the United States will face demographic changes that will have significant fiscal impacts both on the federal budget and the economy. The number of baby boomers turning 65 is projected to grow from an average of about 7,600 per day in 2011, to more than 11,600 per day in 2025, driving spending for major health and retirement programs.

To ensure the updated strategic plan reflects the needs of Congress and the nation, we have solicited comments from stakeholders in addition to Congress, including GAO advisory entities, the Congressional Budget Office, and the Congressional Research Service.

Managing Workload by Focusing Resources on Congressional Priorities

To manage our congressional workload, we continue to take steps to ensure our work supports congressional legislative and oversight priorities and focuses on areas where there is the greatest potential for results such as cost savings and improved government performance. Ways that we actively work with congressional committees in advance of new statutory mandates² include identifying mandates real time as bills are introduced; participating in ongoing discussions with congressional staff; and collaborating to ensure that the work is properly scoped and is consistent with the committee's highest priorities. In fiscal year 2013, we devoted 35 percent of our audit resources to mandates and 61 percent to congressional requests. I have met with the chairs and ranking members of many of the standing committees and their subcommittees to hear firsthand feedback on our performance, as well as highlight the need to prioritize requests for our services to maximize the return on investment.

² Congressional mandates include requirements directed by statutes, congressional resolutions, conference reports, and committee reports.

Repeal or Revision of Mandates

GAO also appreciates Congress' assistance in repealing or revising statutory mandates that are either outdated or need to be revised. This helps streamline GAO's workload and ensure we are better able to meet current congressional priorities. During the second session of the 112th Congress, based on our input, 16 of GAO's mandated reporting requirements were revised or repealed because over time they had lost relevance or usefulness. In addition, GAO worked with responsible committees to have 6 more mandates repealed or revised as part of the 2014 National Defense Authorization Act.

GAO has identified 11 additional mandates for revision or repeal and is currently working with the appropriate committees to implement these changes. For example, our request includes language to repeal a requirement for GAO to conduct bimonthly reviews of state and local use of Recovery Act funds. As the vast majority of Recovery Act funds have been spent, GAO's reviews in this area are providing diminishing returns for Congress.

Promoting Good Governance and Accountability

GAO is seeking authority to establish a Center for Audit Excellence to improve domestic and international auditing capabilities. The Center also will provide a powerful tool for promoting good governance, transparency and accountability. There is a worldwide demand for an organization with GAO's expertise and stature to assume a greater leadership role in developing institutional capacity in other audit offices and provide training and technical assistance throughout the domestic and international auditing communities. While the proposed Center would require expenditure of appropriated funds for initial costs such as materials, supplies and outreach. It thereafter would operate on a fee-basis, generating revenue to sustain its ongoing operation, including the cost of personnel and instructors. The Center would be primarily staffed with retired GAO and other auditors, and thus, would not detract from or impact the service GAO provides to Congress.

In a similar vein, to provide staff from other federal agencies with developmental experiences, GAO is requesting authority to accept staff from other agencies on a nonreimbursable basis who can learn about GAO's work. This would allow people to develop expertise and gain experience that will enhance their work at their own agencies.

Improving Internal Operations

Efforts to address challenges related to GAO's internal operations primarily relate to addressing our human capital, engagement efficiency, information technology and building infrastructure needs.

Human Capital

We take great pride in reporting that GAO continues to be recognized as an employer of choice, and has been consistently ranked near the top on "best places to work" lists. In 2013, we ranked third overall among mid-sized federal agencies on the Partnership for Public Service's "Best Places to Work" list, and again ranked number one in our support of diversity. Also, in November 2013, *Washingtonian Magazine* named us as one of the "50 Great Places to Work" in the Washington, D.C., region among public or private entities. In addition, earlier this year, O.C. Tanner, a company that develops employee recognition programs, cited us in its article, "Top 10 Coolest Companies to Work for in Washington, D.C." Our management continues to work with our union (IFPTE, Local 1921), the Employee Advisory Council, and the Diversity Advisory Council to make GAO a preferred place to work.

A talented, diverse, high-performing, knowledgeable workforce is essential in fulfilling our mission of supporting Congress. We face challenges in addressing critical human capital management issues, including preparing for retirements of subject matter experts, senior executives, and other key leadership; maintaining a performance-based and inclusive culture that helps motivate and retain talented and diverse staff; and implementing workplace and work-life practices that meet the needs of an evolving workforce in an equitable manner.

Succession planning remains critical. A significant proportion of our employees are currently retirement eligible, including 34 percent of our senior executive staff and 21 percent of our supervisory analysts. Moreover, for the first time in several years, our budget allows us to replenish the much needed pipeline of entry-level and experienced analysts to meet future workload challenges.

In fiscal year 2014, through a targeted recruiting strategy to help us address critical skills gaps, we plan to hire entry-level staff and student interns and boost our staff capacity to 2,945 FTE for the first time in 3 years. This will allow us to reverse the downward trend in our FTEs and achieve some progress in reaching our optimal staffing level of 3,250 FTE. Our fiscal year 2015 budget request seeks funding to maintain the 2,945 FTE level. In fiscal year 2015, pending final OPM guidance, we also plan to implement a phased retirement program to incentivize retirement-eligible staff to remain with GAO and assist in mentoring and sharing knowledge with staff.

Telework/Workspace-Sharing Pilots Reduce Costs and Offer Potential for Additional Revenue

GAO's enhanced telework/workspace-sharing pilots have improved our staff's ability to work remotely while maintaining quality and productivity. The pilots have allowed us to reduce our physical footprint in the field and achieve cost savings in areas such as rent, security, transit benefits, and travel. To date, the enhanced telework/workspace-sharing pilots have been implemented in eight field offices. As a result, in fiscal year 2013, we reduced lease costs by \$1.2 million. We plan to implement telework/workspace-sharing in the remaining field offices and expect to save another \$900,000 in fiscal year 2014. We will also assess the opportunity to implement enhanced telework/workspace-sharing

pilots in headquarters, which offers the potential to streamline space usage and release space for lease to a future tenant for additional revenue.

Engagement Efficiency

To better serve our clients and the public, we expanded our presence in digital and social media, releasing GAO iPhone and Android applications, and launching streaming video web chats with the public. During the past year, 7,600 additional people began receiving our reports and legal decisions through our Twitter feed. More than 26,600 people now get our reports, testimonies, and legal decisions daily on Twitter.

Going forward, to manage a high workload in a time of constrained budgets, we remain focused on improving the efficiency of our engagements through streamlining or standardizing processes without sacrificing quality. In fiscal years 2012 and 2013, we made modest incremental improvements. For example, with active involvement from GAO's managing directors, we identified changes to key steps and decision points in our engagement process and now have a revised engagement process that we began implementing on a pilot basis in January 2014. We also piloted and revised a tool to help teams better estimate expected staff days required for engagements. In fiscal year 2014, we plan to implement a series of process changes that will transform the management of engagements, the use of resources, and message communication.

More Efficient Content Creation, Review, and Publication

We will strive to dramatically improve the efficiency of our content creation and management processes by standardizing, automating, and streamlining the currently cumbersome and manually intensive processes for creating, fact-checking, and publishing GAO products. In fiscal year 2014, we plan to request proposals to acquire a technical solution and implement it in phases in fiscal years 2014 and 2015. The proposed system will automate document routing and approvals, incorporate management and quality assurance steps, and generate required documentation. To ensure our message is available to both our clients and the public, the proposed system capability will also enable us to routinely publish content on GAO.gov, and various social media platforms.

Greater Transparency of Engagement Information

To promote transparency, increase management capabilities, and reduce duplicate data entry and costs, in fiscal year 2014 we will begin implementing a modernized, one-stop engagement management system. This system automates key business rules and decision points, improves resource management, eliminates rework, and provides increased visibility for all participants. In fiscal year 2015, we will retire legacy databases as the new system becomes fully operational.

Infrastructure Improvements

The fiscal year 2015 budget provides funds to maintain our information technology (IT) and building, infrastructures. For example, we plan to consolidate and upgrade aged IT

systems and equipment, and perform critical maintenance and security upgrades to the headquarters building. These improvements will increase efficiency, reduce operating costs, and ensure the continued security of our staff and assets.

Information Technology Requirements

GAO's IT systems are a critical element in our goal to maintain efficient and effective business operations and to provide the data needed to inform timely management decisions. Improvements to our aging IT infrastructure will allow us to further streamline business operations, reduce redundant efforts, increase staff efficiency and productivity, improve access to information, facilitate a more agile and mobile workforce, and reduce operating costs. In fiscal year 2015, we plan to:

- Complete the deployment of a web-based engagement management system that will promote transparency, increase management capabilities, eliminate redundant systems, and reduce data entry and costs;
- complete the initial implementation phase of a new content creation system, which will automate the creation, indexing, referencing, review and approval, and publishing of GAO products via a standard workflow;
- shift to a virtualized "cloud" environment to promote secure and seamless access to IT systems and tools from any location and centralize software and applications to facilitate maintenance and reduce operating costs; and
- provide staff with tools that enable a more mobile workforce able to work securely and seamlessly from any location.

These activities will enhance our technology infrastructure and support an array of engagement management, human capital, and financial management systems.

Building and Security Requirements

We plan to continue upgrading critical aging building systems to ensure more efficient operations and security. To support these requirements our fiscal year 2015 budget request includes resources to:

- begin upgrading the aged heating, ventilation, and air conditioning system to increase energy efficiency and reliability;
- repair items identified in our long-range asset management plan, such as the water heater, chiller plant, and cooling fans;
- enhance continuity planning and emergency preparedness capabilities; and
- replace aging window film to reduce the impact of a bomb blast.

Concluding Remarks

We value the opportunity to provide Congress and the nation with timely, insightful analysis on the challenges facing the country. Our fiscal year 2015 budget requests the resources to ensure that we can continue to address the highest priorities of the Congress. Given the current budget environment, we have limited our budget request to essential requirements. Our request seeks a modest increase of 3.9 percent to maintain our staffing level and provide our employees with the appropriate resources and support needed to effectively serve the Congress. This funding level will also allow us to continue efforts to promote operational efficiency, and begin addressing long-deferred investments and maintenance. We will also continue to explore opportunities to generate revenue to help offset our costs.

I appreciate, as always, your careful consideration of our budget and your continued support. I look forward to discussing our fiscal year 2015 budget with you.

A handwritten signature in black ink, reading "Gene L. Dodaro". The signature is fluid and cursive, with a large, stylized initial "G".

Gene L. Dodaro
Comptroller General
of the United States

Enclosures (3)

Selected Testimony Topics – Fiscal Year 2013
Goal 1: Address Current and Emerging Challenges to the Well-being and financial Security of the American People

- Processing Veterans' Disability Benefits
- Science, Technology, Engineering, and Mathematics Education
- Social Security Administration Management
- School Lunch Nutrition Standards
- Medicare and Medicaid High Risk Update
- Export-Import Bank Management and Reporting
- Veteran-owned Small Businesses
- Patient Protection and Affordable Care Act
- Private Pensions Multiemployer Plans and PBGC
- Medicare Highest-Expenditure Part B Drugs
- Community Bank Failures: Causes and Consequences
- Federal Real Property Management
- Transportation Issues and Management
- U.S. Postal Service Financial Viability
- California High Speed Passenger Rail
- Chemical Regulation
- Water Infrastructure
- Federal Courthouse Construction

Goal 2: Respond to Changing Security Threats and the Challenges of Global Interdependence

- Intellectual Property: Effect of Counterfeited and Pirated Goods on U.S. Economy
- State Department: Diplomatic Security Challenges
- DOD's POW/MIA Mission and Challenges
- Personnel Security Clearances
- DHS's Overstay Enforcement Efforts
- TSA Oversight of Alleged Misconduct
- DHS at 10 Years: Progress and Remaining Work
- Missile Defense Acquisition Management
- DOD Security Cooperation and Capacity Building
- Trade Adjustment Assistance for Manufacturers and Service Firms
- Strategic Sourcing Potential Savings
- Naval Acquisition Risks: Littoral Combat Ship
- DOD Acquisition Risks: F-35 Joint Strike Fighter
- Modernizing the Nuclear Security Enterprise
- Border Security Goals, Measures, and Resources

Goal 3: Help Transform the Federal Government to Address National Challenges

- Need for Federal IT Efficiency Implementation Initiatives
- Need to Improve National Cybersecurity Strategy
- Weaknesses in OPM IT Management and Incremental Improvements
- Financial Performance and Management Challenges
- GAO's 2013 High-Risk Series Update
- VA and DOD Sharing of Electronic Health Records
- Improved Mitigation Strategies Needed for Environmental Satellite Coverage Gaps
- Unknown Extent of Refund Fraud Using Stolen Identities
- Progress Made by DHS in Addressing High-Risk Issues
- Need to Eliminate Duplicative IT Investments

Additional information on selected testimonies can be found in Part II of the 2013 Performance and Accountability Report at: <http://www.gao.gov/products/GAO-14-2SP>.

GAO's High Risk List as of September 2013
Strengthening the Foundation for Efficiency and Effectiveness

- Limiting the Federal Government's Fiscal Exposure by Better Managing Climate Change Risks (**new**)
- Management of Federal Oil and Gas Resources
- Modernizing the U.S. Financial Regulatory System and Federal Role in Housing Finance
- Restructuring the U.S. Postal Service to Achieve Sustainable Financial Viability
- Funding the Nation's Surface Transportation System
- Strategic Human Capital Management
- Managing Federal Real Property

Transforming DOD Program Management

- DOD Approach to Business Transformation
- DOD Business Systems Modernization
- DOD Support Infrastructure Management
- DOD Financial Management
- DOD Supply Chain Management
- DOD Weapon Systems Acquisition

Ensuring Public Safety and Security

- Mitigating Gaps in Weather Satellite Data (**new**)
- Strengthening Department of Homeland Security Management Functions
- Establishing Effective Mechanisms for Sharing and Managing Terrorism-Related Information to Protect the Homeland
- Protecting the Federal Government's Information Systems and the Nation's Cyber Critical Infrastructures
- Ensuring the Effective Protection of Technologies Critical to U.S. National Security Interests
- Revamping Federal Oversight of Food Safety
- Protecting Public Health through Enhanced Oversight of Medical Products
- Transforming EPA's Processes for Assessing and Controlling Toxic Chemicals

Managing Federal Contracting More Effectively

- DOD Contract Management
- DOE's Contract Management for the National Nuclear Security Administration and Office of Environmental Management
- NASA Acquisition Management

Assessing the Efficiency and Effectiveness of Tax Law Administration

- Enforcement of Tax Laws

Modernizing and Safeguarding Insurance and Benefit Programs

- Improving and Modernizing Federal Disability Programs
 - Pension Benefit Guaranty Corporation Insurance Programs
 - Medicare Program
 - Medicaid Program
 - National Flood Insurance Program
-

Serving the Congress and the Nation GAO's Strategic Plan Framework



MISSION

GAO exists to support the Congress in meeting its constitutional responsibilities and to help improve the performance and ensure the accountability of the federal government for the benefit of the American people.

Trends Shaping the United States and Its Place in the World

National Security Trends **Fiscal Sustainability and Debt Challenges** **Global Interdependence** **Science and Technology Trends** **Communications Networks and Information Technologies** **Shifts in Governance and Government** **Demographic and Societal Change**

Goals

Objectives

Provide Timely, Quality Service to the Congress and the Federal Government to...

Address Current and Emerging Challenges to the Well-being and Financial Security of the American People related to...

Respond to Changing Security Threats and the Challenges of Global Interdependence involving...

Help Transform the Federal Government to Address National Challenges by assessing...

Maximize the Value of GAO by Enabling Quality, Timely Service to the Congress and Being a Leading Practices Federal Agency by focusing on...

- Health care needs
- Lifelong learning
- Challenges facing an aging population
- Effective system of justice
- Housing finance and viable communities

- Homeland security
- Military capabilities and readiness

- Government's fiscal position and approaches to address current and projected fiscal gaps
- Federal government audit and internal control standards

- Efficiency, effectiveness, and quality
- Diverse workforce and inclusive work environment

- Stable financial system and consumer protection
- Natural resources and the environment
- National infrastructure
- Benefits and protections for workers, families, and children

- Foreign policy and international economic interests

- Major management challenges and program risks
- Fraud, waste, and abuse, and improvements in internal controls

- Networks, collaborations and partnerships
- Human, information, fiscal, technological, and physical resources

CORE VALUES

Accountability

Integrity

Reliability

Source: GAO

GAO Strategic Plan 2014-2018

Contents

	<u>Page</u>
Transmittal Letter	1
<p>The letter from the Comptroller General outlines GAO's responsibilities and mission to provide the Congress with accurate, objective, nonpartisan, and constructive analyses and advice, and the resources needed to achieve its goals and objectives to help improve government performance, accountability, and transparency.</p>	
Overview	A-1
<p>The overview provides a summary of GAO's staffing and funding request for fiscal year 2015, including the core principles that guided planning activities and how GAO plans to use its resources to accomplish its mission.</p>	
Appropriation Language	B-1
<p>This section includes updated FY 2015 Appropriation language and outlines legislative proposals to repeal a reporting mandate which provides diminishing returns for the Congress, accept staff on detail from other federal agencies at no cost to GAO, and establish a Center for Audit Excellence.</p>	
Summary Budget Schedules	C-1
<p>This section includes summary schedules displaying GAO's staffing and funding resources including fiscal year 2010 baseline costs, fiscal year 2013 actual costs, fiscal year 2014 estimates, and the fiscal year 2015 request. The schedules include:</p> <ul style="list-style-type: none"> • Resource summaries by program; • Analyses of changes from fiscal year 2014 to 2015 <ul style="list-style-type: none"> By program, and By object classification; • Explanation of changes; and • Resource summaries by object classification. 	

BUDGETARY RESOURCES

These sections describe the program components, accomplishments, plans, and resource needs for our 3 major programs, including human capital, engagement support, and infrastructure operations.

	<u>Page</u>
Human Capital	D-1
This section describes:	
<ul style="list-style-type: none"> • Salaries and benefits; • Recruitment and retention; • Training and development; and • Other compensation. 	
Engagement Support	E-1
This section describes:	
<ul style="list-style-type: none"> • Travel; and • Specialized data and expertise. 	
Infrastructure Operations	F-1
This section describes:	
<ul style="list-style-type: none"> • Information technology; • Building and security services; and • Administrative support services. 	

Mission, Results, Performance and Plans

Fiscal Year 2015 Performance Plan	G-1
This section includes GAO’s fiscal year 2015 performance plan consistent with the Government Performance and Results Act of 1993, as amended. It describes GAO’s strategic planning process and provides information on GAO’s goals, performance results for fiscal years 2010–2013, and describes performance measures and planned work for fiscal years 2014 and 2015.	

Overview of Fiscal Year 2015 Budget Request

GAO is requesting an appropriation of \$525.1 million for fiscal year 2015, an increase of \$19.7 million or 3.9 percent over the fiscal year 2014 appropriation of \$505.4 million. This increase will allow us to maintain our staff capacity and continue critical investments in our infrastructure. GAO also plans to offset our needs with \$30.9 million from reimbursements from program and financial audits, rental income and receipts from bid protest user fees.

GAO's proposed budget authority of \$556.0 million provides the funding necessary to help ensure that GAO can continue to meet the highest priority needs of Congress.

GAO's fiscal year 2015 budget supports a full-time equivalent (FTE) staffing level of 2,945, and provides funding for human capital costs, engagement support, and infrastructure operations. These funds are essential to ensure GAO can provide staff meaningful benefits and the appropriate resources to do their jobs effectively.

A summary of GAO's funding sources for our fiscal year 2010 baseline and fiscal years 2013–2015 is shown in Table 1.

Table 1: FY 2010 Baseline and 2013–2015 Summary of Resources by Program (dollars in thousands)

Funding Source	Fiscal Year 2010 Actual		Fiscal Year 2013 Actual		Fiscal Year 2014 Estimated		Fiscal Year 2015 Request	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Salaries and Expenses Appropriation		\$556,325		\$479,407		\$505,383		\$525,116
Non-legislative-branch appropriation ^a		21,804		345		70		–
Reimbursements ^b		10,214		13,460		10,980		6,700
Offsetting receipts ^c		10,892		25,922		26,950		23,750
Bid protest user fees ^d		–		–		–		450
Total budget authority	3,347	\$599,235	2,849	\$519,134	2,945	\$543,383	2,945	\$556,016

^a including funds transferred to GAO's Inspector General by the United States Commission on Civil Rights (USCCR) to cover costs related to serving as the USCCR's Inspector General.

^b estimated reimbursements of GAO's costs incurred in conducting mandated program and financial audits of the Federal Housing Finance Agency, Consumer Financial Protection Bureau, Securities and Exchange Commission (SEC), Troubled Asset Relief Program, and operation of the Federal Accounting Standards Advisory Board.

^c estimated receipts available primarily from the U.S. Army Corps of Engineers and the Department of Justice for rental of space in the GAO headquarters building, and reimbursement of GAO's costs incurred in conducting financial audits of the Federal Deposit Insurance Corporation, Internal Revenue Service, Schedule of Federal Debt, and SEC.

^d anticipated fees from companies who file bid protests to offset the cost of developing and maintaining an electronic docketing system to ensure the rights of protesters, and provide an enhanced protest process for all parties and enable GAO to better meet its related statutory mandate.

Summary of Resources by Program

A summary of GAO's resources by program is shown in Table 2. Additional information on each program, including fiscal year 2013 accomplishments, and plans for fiscal years 2014 and 2015 are included in the Budgetary Resources section of this document.

In preparing the fiscal year 2015 request GAO's Executive Committee, fully cognizant of the environment of constrained resources, was guided by two core principles. First, GAO will continue to maximize our support to Congress by providing high quality products. Second, it has sought to minimize the impact of tight budgets on GAO staff. It is through our employees' commitment, dedication, and expertise that GAO is able to provide a valuable service to Congress and the nation.

In light of these principles, GAO has carefully considered its resource requirements and made tradeoffs. Our budget request reflects zero-based budgeting principles and the results of GAO's efforts to achieve cost savings and

efficiencies without sacrificing the quality of our work.

Between fiscal year 2010 and 2015, GAO's appropriation dropped by 5.6 percent. In response to ongoing fiscal constraints, we continue to aggressively pursue opportunities to reduce infrastructure costs, provide staff more flexibility, and increase the effectiveness and efficiency of our business operations. GAO is also seeking authority to better align our resource usage and generate revenue to help offset our costs, including:

- repealing recurring reporting requirements which provide diminishing returns for Congress that require GAO to conduct bimonthly reviews of state and local use of Recovery Act funds;
- enabling GAO to accept staff from other agencies on reimbursable basis, to learn about GAO, develop expertise and gain experience that will enhance their work at their own agency; and
- establishing a Center for Audit Excellence to build global institutional auditing capacity and promote good governance.

Table 2: FY 2010 Baseline and 2013 – 2015 Summary of Resources by Program (dollars in thousands)

Program	Fiscal Year 2010 Actual		Fiscal Year 2013 Actual		Fiscal Year 2014 Estimated		Fiscal Year 2015 Request		Net Change Fiscal Year 2014/2015		Change Fiscal Year 2010/2015	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Human capital	3,347	\$463,657	2,849	\$416,500	2,945	\$435,122	2,945	\$446,872	-	\$11,750	(402)	(\$16,785)
									0.0%	2.7%	(12.0%)	(3.6%)
Engagement support		16,797		10,929		11,650		13,860		-		5,147
										0.0%		(30.6%)
Infrastructure operations		118,761		91,705		96,611		97,494		883		(21,287)
										0.9%		(17.8%)
Total budget authority	3,347	\$599,238	2,849	\$519,134	2,945	\$543,383	2,945	\$556,016	(-)	\$12,633	(402)	(\$43,219)
									(0.0%)	2.3%	(12.0%)	(7.2%)
Offsets*		(42,916)		(39,727)		(38,000)		(30,900)		7,100		12,010
										(18.7%)		(28.0%)
Appropriation		\$556,325		\$479,407		\$505,383		\$525,116		\$18,733		(\$31,209)
										3.9%		(5.6%)

As a knowledge-based organization, human capital costs represent about 80 percent of our total resources. In order to preserve our staff capacity to the extent possible, between FY 2010 and 2013, GAO reduced its engagement and infrastructure costs by almost 22.8 percent. Following several years of fiscal constraint, extremely limited hiring, and ongoing attrition, GAO's staffing level had dropped for the third consecutive year to its lowest level since 1935 – a reduction of nearly 15 percent by the end of fiscal year 2013.

Our fiscal year 2014 funding will allow GAO to boost its staff capacity to 2,945 FTE, reversing the downward trajectory that GAO has experienced in recent years. Our fiscal year 2015 budget seeks the funding to maintain this staffing level which will help ensure GAO has the staff capacity to assist the Congress in carrying out its responsibilities and help improve government performance, effectiveness and accountability.

In fiscal year 2015, GAO plans to continue critical upgrades in our information technology, building, and security infrastructures. These investments will help ensure continued productivity and effectiveness, generate cost savings, avoid more costly maintenance and repairs, and maintain occupant and visitor safety.

GAO has other initiatives underway to enhance workforce and budget flexibilities to help further reduce infrastructure costs and increase staff flexibility. Each of these efforts has the potential to generate significant long-term financial benefits to GAO.

- In fiscal year 2014, we plan to request proposals to acquire a technical solution, and phase implementation in FY 2014 and 2015, to improve content

creation and the publication process for GAO products. The proposed system will standardize, automate, and streamline the current cumbersome, manually intensive processes for creating, fact-checking, and publishing GAO products.

- To ensure our message is broadly available to both our clients and the public, the system will also enable GAO to routinely publish products on GAO.gov, GAO's mobile site, and on various social media platforms.
- In FY 2014, we will begin phased implementation of a modernized engagement management system which automates key business rules and decision points, improves resource management, integrates engagement data, and eliminates rework. In FY 2015, we will retire legacy databases as the new system becomes fully operational.
- GAO continues to implement enhanced telework/workspace sharing pilots in additional field offices. In fiscal years 2013 and 2014 we expect to reduce our physical footprint in the field, saving \$2.1 million in rent and other support costs. We will explore the feasibility of implementing this capability in headquarters, and its potential to release space for lease to a future tenant.
- In addition, in fiscal years 2014 and 2015, GAO is consolidating and centralizing its aged information technology infrastructure to improve performance and availability, reduce maintenance and operating costs, and enable a more mobile workforce to access the network and tools through a variety of devices.

Summary of Changes

A summary of the changes in our funding requirements from fiscal year 2014 to 2015 is shown in table 3. Additional information on the components of these changes is included in the Summary Schedules section of this document.

Pay-Related Costs

GAO's fiscal year 2015 budget request includes an increase of \$11.6 million to cover mandatory pay-related costs to support our highly skilled workforce and enable GAO to address succession planning and critical skill gaps. These costs primarily include:

- annualization of fiscal year 2014 staffing and pay actions;
- the January 2015 pay raise based on guidance from CBO and the LBFMC;

- hiring to address succession planning needs, address skill gaps, and fill critical vacancies;
- performance-based pay increases in lieu of executive branch within-grade increases; and
- employer benefits contributions programs, such as health benefits and workers' compensation.

Price Level Changes

GAO's fiscal year 2015 budget request also includes \$883 thousand to maintain purchasing power and cover projected inflationary increases, mostly in the areas of IT, and building security and services.

Net Program Changes

GAO's fiscal year 2015 budget request includes \$7.2 million to offset the anticipated reduction in available receipts from reimbursements and offsetting receipts.

Table 3: Fiscal Year 2014 – 2015 Summary of Requested Changes (dollars in thousands)

Funding Source	FTE	Amount
FY 2014 Appropriation	2,945	\$505,383
FY 2015 Changes:		
Pay-related costs		11,650
Price Level		883
Net Program changes		7,200
Total FY 2015 Changes	0	\$19,733
FY 2015 Appropriation	2,945	\$525,116

GOVERNMENT ACCOUNTABILITY OFFICE
SALARIES AND EXPENSES

For necessary expenses of the Government Accountability Office, including not more than \$12,500 to be expended on the certification of the Comptroller General of the United States in connection with official representation and reception expenses; temporary or intermittent services under section 3109(b) of title 5, United States Code, but at rates for individuals not more than the daily equivalent of the annual rate of basic pay for level IV of the Executive Schedule under section 5315 of such title; hire of one passenger motor vehicle; advance payments in foreign countries in accordance with section 3324 of title 31, United States Code; benefits comparable to those payable under section 901(5), (6), and (8) of the Foreign Service Act of 1980 (22 U.S.C. 4081(5), (6), and (8)); and under regulations prescribed by the Comptroller General of the United States, rental of living quarters in foreign countries, \$525,116,000: Provided, That, in addition, \$23,750,000 of payments received under sections 782, 3521, and 9105 of title 31, United States Code, shall be available without fiscal year limitation: Provided further, That this appropriation and appropriations for administrative expenses of any other department or agency which is a member of the National Intergovernmental Audit Forum or a Regional Intergovernmental Audit Forum shall be available to finance an appropriate share of either Forum's costs as determined by the respective Forum, including necessary travel expenses of non-Federal participants: Provided further, That payments hereunder to the Forum may be credited as reimbursements to any appropriation from which costs involved are initially financed:

ADMINISTRATIVE PROVISIONS

SEC. X GOVERNMENT ACCOUNTABILITY OFFICE REVIEWS AND REPORTS

SEC. X. Section 901 of division A of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) is amended –

- (a) in paragraph (a) (1) by striking “bimonthly” and inserting in its place “annual”; and
- (b) in subsection (a) by adding at the end the following new paragraph: “(3) The Comptroller General shall conduct reviews and prepare reports under this subsection through October 1, 2015.”

SEC.X. FEDERAL GOVERNMENT DETAILS. –

Section 731 of title 31, United States Code, is amended by adding at the end the following new subsection:

“(k) Federal Government Details. – The activities of the Government Accountability Office may, in the reasonable discretion of the Comptroller General, be carried out by receiving details of personnel from other branches or agencies of the Federal Government, on nonreimbursable basis.”

SEC.X. CENTER FOR AUDIT EXCELLENCE.—

(a) **IN GENERAL.**—Chapter 7 of title 31, United States Code, is amended by adding at the end the following new subchapter:

“SUBCHAPTER VII—CENTER FOR AUDIT EXCELLENCE

“§ 791. Findings

The Congress finds the following:

- (a) The Government Accountability Office is a global leader in developing, applying, and interpreting Government Auditing Standards and other guidance relevant to federal, state, local, and international audit institutions.
- (b) There is worldwide demand for an organization like the Government Accountability Office to assume a greater leadership role in building institutional auditing capacity and promoting good governance by providing affordable, relevant, and high-quality training, technical assistance, and products and services to personnel and organizations throughout the domestic and international auditing communities.
- (c) The Government Accountability Office is well positioned to establish Center for Audit Excellence that will serve not only as a means to improve domestic audit capabilities, but also as a powerful national tool for promoting good governance, political and economic stability, transparency, and accountability around the world.
- (d) Because the United States has become increasingly dependent on global supply chains to ensure reliable access to a wide range of essential products, including food, medicine, and advanced technologies, promotion of high-quality audit institutions and governance standards will serve the safety and well-being of the American people.
- (e) Such a Center could also provide reciprocal benefits to the Government Accountability Office by enhancing institutional expertise, expanding its domestic and global networks, and strengthening staff experience and professional development.
- (f) An appropriately designed and implemented Center could be established with minimal expenditure of appropriated funds, and, once established, operated on a fee-based basis requiring no additional appropriated funds.

“§ 792. Center for Audit Excellence

- (a) Establishment of Center- The Comptroller General shall establish, maintain, and operate a Center for Audit Excellence (hereinafter in this subchapter referred to as the “Center”) within the United States Government Accountability Office, in order to build institutional auditing capacity and promote good governance by providing affordable, relevant, and high-quality training, technical assistance, and products and services to personnel and organizations from throughout the domestic and international auditing

communities. The Center shall be headed by a Director, who shall be appointed by the Comptroller General. The Center shall be designated the "Center for Audit Excellence."

(b) **Scope** - The Center may provide training, technical assistance, and products and services to appropriate personnel and entities from the Federal Government, state, local, territorial and tribal governments, foreign governments, international organizations, and private entities.

(c) **Fees**-

- (1) The Comptroller General may establish, charge, and collect fees for the Center's products and services under subsection (b) on a reimbursable or advance-of-funds basis.
- (2) Amounts collected under this subsection (including reimbursements and surcharges deemed necessary by the Comptroller General) shall be deposited to the appropriation currently available to the Government Accountability Office and remain available until expended, without further appropriation, for necessary expenses of the Center and other expenses as described under paragraph (3).
- (3) The Comptroller General may designate additional categories of necessary expenses under paragraph (2), subject to a finding that such additional categories of expenses are necessary expenses of the Government Accountability Office.
- (4) The Comptroller General shall maintain separate accountability for the fees collected under this subsection.

(d) **Personnel**-

- (1) It is the sense of the Congress that the Center shall be primarily staffed by personnel not otherwise engaged in carrying out the duties and powers of the Government Accountability Office, so as to ensure no negative impact on the ability of the Comptroller General to maintain a consistently high level of service to Congress.
- (2) Consistent with paragraph (1), and the authorities of chapter 7 of title 31, United States Code, the Comptroller General may appoint, pay, assign, and remove officers and employees, and procure the services of experts and consultants, such as the Comptroller General decides are necessary to carry out the responsibilities of the Center.

(e) **Gifts**-

- (1) The Comptroller General may accept and use conditional or non-conditional gifts of property, both real and personal, and may accept gifts of services, including from guest lecturers, for otherwise authorized activities of the Center.

- (2) The Comptroller General may not accept a gift under this subsection if the Comptroller General determines that the use of the property or services would compromise the integrity or appearance of integrity of a program or individual involved in a program of the Government Accountability Office.

“§ 793. Authorization of Appropriations

There are authorized to be appropriated such amounts as may be necessary to carry out the duties and powers of the Comptroller General under the provisions of this subchapter.

(b) CLERICAL AMENDMENT.—The table of sections at the beginning of such chapter 7 is amended by adding at the end the following:

“SUBCHAPTER VII—CENTER FOR AUDIT EXCELLENCE

“791. Findings.

“792. Center for Audit Excellence.

“793. Authorization of Appropriations.”

Schedule A

**Government Accountability Office
Resource Summary by Program**
(dollars in thousands)

Program	Fiscal Year 2010 Actual		Fiscal Year 2013 Actual		Fiscal Year 2014 Estimate		Fiscal Year 2015 Request		Change Fiscal Year 2014/2015		Change Fiscal Year 2010/2015	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Human capital	3,347	\$463,657	2,849	\$416,500	2,945	\$435,122	2,945	\$446,872		\$11,750 2.7%	(402) (12.0%)	(\$16,785) (3.6%)
Engagement support		16,797		10,929		11,650		11,650		-		(5,147) (30.6%)
Infrastructure operations		116,781		91,705		96,611		97,494		883 0.9%		(21,287) (17.9%)
Total budget authority	3,347	\$599,235	2,849	\$519,134	2,945	\$543,383	2,945	\$556,016	0.0%	\$12,833 2.3%	(402) (12.0%)	(\$43,218) (7.2%)
Non-legislative-branch appropriations		(\$21,804)		(\$345)		(\$70)		\$ -		\$70 (100.0%)		\$21,804 (100.0%)
Reimbursements		(10,214)		(13,460)		(10,890)		(6,700)		4,280 (39.0%)		3,514 (34.4%)
Offsetting receipts		(10,892)		(25,922)		(26,950)		(23,750)		3,200 (11.9%)		(12,858) (118.0%)
Bid protest fees		-		-		-		(450)		(450)		(450)
Salaries and expense appropriation	3,347	\$556,325	2,849	\$479,407	2,945	\$505,583	2,945	\$525,116	-	\$19,733 3.9%	-	(\$31,205) (5.6%)

Additional information can be found on pages B-5 – B-7 of this section, and in the Human Capital, Engagement Support, and Infrastructure Operations sections.

Schedule A-1

**Government Accountability Office
Resource Details by Program**
(dollars in thousands)

Program	Fiscal Year 2010 Actual		Fiscal Year 2013 Actual		Fiscal Year 2014 Estimate		Fiscal Year 2015 Request		Change Fiscal Year 2014/2015		Change Fiscal Year 2010/2015	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Human capital												
Salaries and benefits	3,347	\$446,816	2,849	\$405,308	2,945	\$422,309	2,945	\$432,815	-	\$10,506	(402)	(\$18,003)
									0.00%	2.5%	(12.0%)	(2.9%)
Recruitment and retention		9,187		5,421		5,910		6,030		120		(3,157)
										2.0%		(34.4%)
Training and development		4,666		2,784		3,750		3,750		-		(916)
										0.0%		(19.6%)
Other compensation		3,986		2,987		3,153		4,277		1,124		291
										35.6%		7.3%
Subtotal	3,347	\$463,657	2,849	\$416,500	2,945	\$435,122	2,945	\$446,872	0.00%	\$11,760	(402)	(\$18,765)
										2.7%	(12.0%)	(3.8%)
Engagement support												
Travel		\$13,779		\$8,783		\$7,400		\$7,400		\$-		(\$6,379)
										0.0%		(46.3%)
Specialized data and expertise		3,018		4,146		4,250		4,250		-		1,232
										0.0%		40.8%
Subtotal		\$18,797		\$10,929		\$11,650		\$11,650		\$-		(\$5,147)
										0.0%		(30.8%)
Infrastructure operations												
Information technology		\$56,589		\$45,091		\$49,860		\$50,514		\$654		(\$6,075)
										1.3%		(10.7%)
Building and security		41,035		34,385		32,384		32,850		466		(8,185)
										1.4%		(19.9%)
Administrative support services		21,157		12,229		14,367		14,130		(237)		(7,027)
										(1.6%)		(33.2%)
Subtotal		\$118,781		\$91,705		\$96,611		\$97,494		\$483		(\$21,287)
										0.5%		(17.8%)
Total budget authority	3,347	\$599,235	2,849	\$519,134	2,945	\$543,385	2,945	\$558,016	0.00%	\$12,633	(402)	(\$43,219)
										2.3%	(12.0%)	(7.2%)
Offsets ^a		(42,910)		(39,727)		(38,000)		(30,900)		7,100		\$12,010
										(18.7%)		(28%)
Appropriation		\$556,325		\$479,407		\$505,385		\$525,116		\$19,733		(\$31,208)
										3.9%		(5.8%)

^aIncludes reimbursements and offsetting receipts from program and financial audits, rental income, bid protest fees, funds transferred from the U.S. Commission on Civil Rights for inspector General activities, and funds provided to GAO for mandated work.

Schedule B

**Government Accountability Office
Resource Summary
Analysis of Changes by Program
(dollars in thousands)**

Program	Fiscal Year 2014 Estimate	Fiscal Year 2015 Changes			Total Net Change	Fiscal Year 2015 Request
		Pay Related	Price	Program Change		
Human capital	\$435,122	\$11,650	\$	\$100	\$11,750	\$446,872
Engagement support	11,650					11,650
Infrastructure operations	96,611		883		\$883	97,474
Total budget authority	\$543,383	\$11,650	\$883	\$100	\$12,633	\$556,016
Non-legislative-branch appropriations	(\$70)	\$	\$	\$70	\$70	\$ -
Reimbursements	(10,980)			4,280	\$4,280	(6,700)
Offsetting receipts	(26,950)			3,200	\$3,200	(23,750)
Bid protest user fee				(450)	(\$450)	(450)
Salaries and expenses appropriation	\$505,383	\$11,650	\$883	\$7,200	\$19,733	\$525,116

Additional information can be found on pages B-5 – B-7 of this section, and in the Human Capital Engagement Support, and Infrastructure Operations sections.

Schedule B-1

Government Accountability Office
Resource Summary
Detailed Analysis of Changes by Program
(dollars in thousands)

Program	Fiscal Year 2014 Estimate	Fiscal Year 2015 Changes			Total Net Change	Fiscal Year 2015 Request
		Pay Related	Price	Program Change		
Human capital						
Salaries and benefits	\$422,309	\$10,506	\$	\$	\$10,506	\$432,815
Recruitment and retention	5,910	20		100	\$120	6,030
Training and development	3,750					3,750
Other compensation	3,153	1,124			\$1,124	4,277
Subtotal	\$435,122	\$11,650	\$ -	\$100	\$11,750	\$446,872
Engagement support						
Travel	\$7,400	\$	\$	\$	\$	\$7,400
Specialized data and expertise	4,250					4,250
Subtotal	\$11,650	\$ -	\$ -	\$ -	\$ -	\$11,650
Infrastructure operations						
Information technology	\$49,860	\$	\$654		\$654	\$50,514
Building and security services	32,384		466		466	32,850
Administrative support services	14,367		(237)	-	(237)	14,130
Subtotal	\$96,611	\$ -	\$883		\$983	\$97,494
Total budget authority	\$643,383	\$11,650	\$883	\$100	\$12,633	\$656,016
Non-legislative-branch appropriations	(\$70)	\$	\$	\$70	\$70	\$ -
Reimbursements	(10,980)			4,280	4,280	(6,700)
Offsetting receipts	(26,950)			3,200	3,200	(23,750)
Bid protest user fee				(450)	(450)	(450)
Salaries and expenses appropriation	\$505,383	\$11,650	\$883	\$7,200	\$19,733	\$525,116

Pay-Related Costs

GAO's fiscal year 2015 budget request includes \$11,650 million to cover mandatory pay-related costs and other benefits to support a highly skilled workforce, continue the multiyear strategy to increase staff capacity, and enable GAO to address succession planning and skill gaps.

Table 1a: Supplemental Data on Pay-Related Costs (dollars in thousands)

Program	Amount of change
1. Salaries and benefits	
1a. Annualization	\$13,558
1b. Civilian pay raise	5,594
1c. Performance-based merit increases	1,291
1d. Attrition	(17,965)
1e. Hiring	7,235
1f. Promotions	793
2. Recruitment and retention	
2a. Rewards and recognition	20
3. Other compensation	
3a. Benefits for Former Personnel	4
3b. Workers' compensation	1,120
Total pay-related costs	\$11,650

Explanation of Changes

- 1a. Represents the amount needed to maintain the onboard staffing level at the start of fiscal year 2015 assuming no other changes in staffing or pay, i.e., to achieve the full-year (annualized) cost of fiscal year 2014 hiring and pay adjustments offset by savings from fiscal year 2014 retirements and attrition.
- 1b. Funds the cost of the anticipated January 2015 civilian pay raise at 1.8 percent based on guidance from CBO and the LBFMC. The GAO Act of 2008 requires GAO to provide employees who are meeting expectations an annual increase in base salary that is equal to the General Schedule increase for their particular localities.
- 1c. Funds the cost of performance-based merit increases to base pay in lieu of executive branch General Schedule—equivalent within-grade increases for staff covered under the banded pay systems.
- 1d. Reflects a reduction in salary and benefits costs from the projected retirement or attrition of 190 employees.
- 1e. Funds the cost to continue the multiyear strategy to rebuild staff capacity—which is fully offset by savings from staff retirements and attrition. In fiscal year 2015, GAO plans to hire staff to address succession planning and skill gap needs, and fill critical vacancies.

- 1f. Provides a modest amount to competitively promote staff to fill succession planning needs and ensure that GAO has staff at the appropriate levels who can assume positions of more responsibility.
- 2a. Reduction in Performance Based Compensation bonuses.
- 3a. Funds the mandatory increase in pension costs for former personnel.
- 3b. Funds the cost of workers' compensation paid to the Department of Labor.

Price Changes

GAO's fiscal year 2015 budget request includes an increase of \$833 thousand for infrastructure operations.

Table 1b: Supplemental Data on Price Level Costs (dollars in thousands)

Program	Amount of change
1. Information technology	\$654
2. Building and security services	466
3. Other support services	(237)
Total price changes	\$883

Explanation of Changes

1. Reflects a slight increase of 1.3 percent to allow GAO to continue replacing outdated legacy data systems and equipment with modern flexible management systems needed to streamline business operations.
2. Reflects an increase of 1.4 percent to support ongoing operations and targeted investments to enhance building efficiency and occupant safety.
3. Reflects a decrease of 1.6 percent in administrative support contracts.

Program Changes

GAO's fiscal year 2015 budget request includes a net increase of \$7.2 million in program changes to help offset costs.

Table 1c: Supplemental Data on Program Changes (dollars in thousands)

Program	Amount of change
1. Student Loan	\$100
2. Non-Legislative Branch Appropriation	70
3. Reimbursements	4,280
4. Offsetting receipts	3,200
5. Bid Protest User Fees	(450)
Total program changes	\$7,200

Explanation of Changes

1. Provides funds to enable GAO to provide a more attractive student loan benefit which will help improve staff participation and retention rates, and help ensure that GAO's benefits opportunities are commensurate with other professional services firms and federal agencies with whom it competes for talent.
2. Reflects a decrease in Non-Legislative Appropriation related to the U.S. Commission on Civil Rights for Inspector General activities, which were completed in fiscal year 2014.
3. Reflects a decrease in the amount of reimbursements that are available from program and financial audits to help offset costs, including unobligated balances received in prior years.
4. Reflects a decrease in the amount of offsetting receipts that are available from financial audits to help offset costs, including unobligated balances received in prior years.
5. Reflects estimated filing fees collected from companies for filing bid protests. The fees are to cover the cost of building and maintaining an electronic docketing system which will provide an enhanced protest process for all parties and enable GAO to better meet its related statutory mandate.

Schedule A-2

Government Accountability Office
Resource Summary by Object Classification
(dollars in thousands)

Object Classification	Fiscal Year 2013 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Cumulative Change Fiscal Year 2013/2015
11.1 Full-time permanent staff	\$334,255	\$306,933	\$314,540	\$319,751	1.7%	(4.3%)
11.3 Other than full-time permanent staff	23,588	11,380	15,542	16,581	6.7%	(29.7%)
11.5 Other personnel compensation	2,694	3,172	3,410	3,430	(0.6%)	27.3%
12.1 Civilian personnel benefits	98,044	92,027	97,646	103,122	5.6%	5.2%
13 Benefits for former personnel	410	205	234	238	1.7%	(42.0%)
Total pay-related	\$458,991	\$413,717	\$431,372	\$443,122	2.7%	(3.5%)
21 Travel and transportation of persons	\$13,826	\$6,831	7,400	7,400	0.0%	(46.5%)
22 Transportation of things	22	-	-	-	0.0%	(100%)
23.1 Rental payments to GSA	8,272	7,692	6,917	6,738	(2.6%)	(18.5%)
23.2 Rental payments to others	61	8	7	7	0.0%	(88.5%)
23.3 Communications, utilities, and misc. charges	9,744	7,560	8,394	8,420	0.31%	(13.6%)
24 Printing and reproduction	735	137	121	105	(13%)	(85.7%)
25.1 Advisory and assistance services	4,657	2,897	3,689	3,689	0.0%	(20.8%)
25.2 Other services	24,041	19,452	19,431	19,334	(0.5%)	(19.6%)
25.3 Goods and services from government accounts	629	441	453	453	0.0%	(28%)
25.4 Operation and maintenance of facilities	11,273	12,806	8,072	9,031	11.9%	(19.9%)
25.7 Operation and maintenance of equipment	44,509	41,476	42,958	40,147	(6.5%)	(10%)
26 Supplies and materials	1,780	883	1,054	1,054	0.0%	(41.1%)
31 Equipment	13,706	3121	7,031	10,366	47.4%	(24.4%)
32 Land and structures	6,969	2,155	6,384	6,050	(5.2%)	(13.2%)
42 Insurance claims and indemnities	10	158	100	100	0.0%	900.0%
Total non pay-related	\$140,244	\$105,417	\$112,011	\$112,894	0.79%	(18.5%)
Total budget authority	\$599,235	\$519,134	\$543,383	\$556,016	2.32%	(7.2%)
Non-legislative branch appropriations	(\$21,804)	(\$345)	(\$70)	\$ -	(100%)	(\$100.0%)
Reimbursements	(10,214)	(13,460)	(10,980)	(6,700)	(39%)	(34%)
Offsetting receipts	(10,892)	(25,922)	(26,950)	(23,750)	(12%)	118.0%
Bid Protest User Fee	-	-	-	(450)	100.0%	100.00%
Salaries and expenses appropriation	\$556,325	\$479,497	\$505,363	\$525,116	3.4%	(5.8%)

Schedule B-2

Government Accountability Office
Resource Summary
Analyses of Changes by Object Classification
(dollars in thousands)

Object Classification	Fiscal Year 2014 Estimate	Fiscal Year 2015 Changes				Fiscal Year 2015 Request
		Pay Related	Price	Program Change	Total Net Change	
11.1 Full-time permanent staff	\$314,540	\$5,211	\$	\$	\$5,211	\$319,751
11.3 Other than full-time permanent staff	15,542	1,039			1,039	16,581
11.5 Other personnel compensation	3,410	20			20	3,430
12.1 Civilian personnel benefits	97,646	5,376		100	5,476	103,122
13 Benefits for former personnel	234	4			4	238
Total pay-related	\$431,372	\$11,650	\$	\$100	\$11,750	\$443,122
21 Travel and transportation of persons	\$7,400	\$	\$	\$	\$	\$7,400
23.1 Rental payments to GSA	6,917		(179)		(179)	6,738
23.2 Rental payments to others	7					7
23.3 Comm., utilities, and misc. charges	8,394		26		26	8,420
24 Printing and reproduction	121		(16)		(16)	105
25.1 Advisory and assistance services	3,689					3,689
25.2 Other services	19,431		(97)		(97)	19,334
25.3 Goods and services from gov't accounts	453	-				453
25.4 Operation and maintenance of facilities	8,072		959		959	9,031
25.7 Operation and maintenance of equipment	42,958		(2,811)		(2,811)	40,147
26 Supplies and materials	1,054					1,054
31 Equipment	7,031		3,335		3,335	10,366
32 Land and structures	6,384		(334)		(334)	6,050
42 Insurance claims and indemnities	100					100
Total non pay-related	\$112,011	\$	\$883	\$0	\$883	\$112,894
Total budget authority	\$543,383	\$11,650	\$883	\$100	\$12,633	\$556,016
Non-Leg. Branch Appropriations	(\$70)	\$	\$	\$70	\$70	\$ -
Reimbursements	(10,980)			4,280	\$4,280	(6,700)
Offsetting receipts	(26,950)			3,200	\$3,200	(23,750)
Bld Protest User Fee				(450)	(\$450)	(450)
Salaries and expenses appropriation	\$505,383	\$11,650	\$883	\$7,200	\$18,733	\$525,116

Schedule C

Government Accountability Office
Detailed Analyses of Changes by Object Classification
Fiscal Year 2014 to 2015
(dollars in thousands)

	FTE	Amount
Fiscal year 2014 budget authority	2,945	\$543,383
Adjustments to base		
A. Pay-related costs		
1. Full-time permanent staff		\$5,211
2. Other than full-time permanent staff		1,039
3. Other personnel compensation		20
4. Civilian personnel benefits		5,376
5. Benefits for former personnel		4
Subtotal—Pay-related costs		\$11,650
B. Price Level		
1. Rental Payments to GSA		(179)
2. Communications, utilities, and miscellaneous charges		26
3. Printing and Production		(16)
4. Other services		(97)
5. Operation and maintenance of facilities		959
6. Operation and maintenance of equipment		(2,811)
7. Equipment		3,335
8. Land structure		(\$334)
Subtotal—Price level		\$883
C. Program changes		
1. Civilian personnel benefits		\$100
Subtotal—Program changes		\$100
Total changes to base		\$12,633
Fiscal year 2015 budget authority	2,945	\$556,016
Less:		
Non-legislative branch appropriations		\$0
Reimbursements		(6,700)
Offsetting receipts		(23,750)
Bid protest user fee		(450)
Salaries and expenses appropriation	2,945	\$525,116

Human Capital

GAO's workforce is by far the agency's greatest asset. As a knowledge-based organization, human capital costs represent about 80 percent of our total costs. To continue achieving a high level of performance, it is critical that GAO invest in its employees by providing them with competitive benefits along with the developmental and leadership experiences required for professional growth.

With modern human capital policies, programs, and practices, GAO is recognized as one of the best places to work in the private and public sectors in Washington, D.C. and has successfully attracted and retained a talented, multidisciplinary, diverse, high-performing knowledgeable workforce whose services are in continuous high demand by the Congress.

GAO's human capital efforts align with its Strategic Plan and focus on attracting, retaining, motivating, and rewarding a results-oriented workforce while being fiscally responsible.

Since fiscal year 2010, GAO's workforce has declined by about 12 percent. It is imperative that GAO replenish its workforce through a multiyear strategy to ultimately achieve an optimal level of 3,250 FTE to replace departing expertise, address succession planning needs in an era when retirements are expected to increase, and

provide the benefits and tools needed to maintain a highly productive workforce.

GAO seeks to meet the highest priority needs of Congress and the nation and produce results that help the federal government address its fiscal and other challenges. Given the size of the federal budget and the multiyear actions needed to address the seriousness of the government's fiscal condition, investing resources in GAO is prudent and results in a significant return on investment.

GAO's fiscal year 2015 budget of \$446.8 million for human capital programs provides funds to maintain our fiscal year 2014 staffing level and provide rewards and recognition to attract and retain a skilled workforce. The proposed funding level represents an increase of 2.6 percent over the fiscal year 2014 funding level. At the same time, due to budget constraints, this budget also represents a reduction of almost \$16.9 million or 3.6 percent below fiscal year 2010.

GAO's human capital costs consist of the following components:

- salaries and benefits,
- recruitment and retention,
- training and development, and
- other compensation.

Table 1 provides a summary of these components which are discussed in the following sections.

Table 1: Detail Budgetary Resources – Human Capital (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Salaries and benefits	\$445,818	\$405,308	\$422,309	\$432,815	2.5%	(2.9%)
Recruitment and retention	9,187	5,421	5,910	6,030	2.0%	(34.4%)
Training and development	4,666	2,784	3,750	3,750	0.0%	(19.6%)
Other compensation	3,986	2,987	3,153	4,277	35.6%	7.3%
Total	\$463,657	\$416,500	\$435,122	\$446,872	2.7%	(3.6%)

Salaries and Benefits

The Salaries and Benefits Program includes funding for base salaries and other payments that are part of employees' personal compensation. Also included are funds for employer contributions to employee benefit plans, including health benefits, life insurance, the Civil Service Retirement System (CSRS), the Federal Employees' Retirement System (FERS), the Thrift Savings Plan, the Social Security trust fund, and recruitment and retention incentive payments. Salary and benefits costs have been developed consistent with guidance from the Appropriations Committees and the LBFMC.

Background

In fiscal years 2011 through 2013, due to budget constraints, GAO limited hiring to replace only critical positions and some entry-level positions while experiencing continual losses through retirements and attrition. GAO's staffing level remains at a historically low level, dropping to 2,849 FTEs at the end of fiscal year 2013. This unfortunate, but unavoidable, staffing retrenchment has negatively affected GAO's

staffing level, and resulted in not replacing departing staff and addressing succession planning challenges and skill gaps.

In fiscal year 2014, GAO plans to reinstate its hiring program to recruit entry-level staff and interns, and fill critical vacancies – boosting our FTE level to 2,945 FTEs. GAO plans to continue its recruiting efforts in fiscal year 2015, maintaining FTE levels of 2,945.

Fiscal Year 2015 Request

GAO's fiscal year 2015 budget request reflects funds that support a robust, multiyear strategy to rebuild GAO's workforce to achieve an optimal level of 3,250 FTEs to help ensure that GAO can continue to provide insightful analyses on the most important priorities for congressional oversight.

Table 2 summarizes GAO's staffing profile and related resources compared to fiscal year 2010, which we use as our baseline staffing level.

Table 2: Detail Budgetary Resources – Salaries and Benefits (dollars in thousands)

Salaries and Benefits	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Number of full-time equivalents (FTEs)	3,347	2,849	2,945	2,945	0%	(12.0%)
Number of staff on board at year end	3,350	2,869	3,000	3,000	0%	(10.4%)
Salaries and benefits cost	\$445,818	\$405,308	\$422,309	\$432,815	2.5%	(2.9%)

Table 3: Summary of Requested Changes (dollars in thousands)

Activity	Amount
Annualization	\$13,558
Civilian pay raise	5,594
Performance-based merit increases	1,291
Hiring	7,235
Attrition	(17,965)
Promotions	793
Total	\$10,506

The requested funding increase of \$10.5 million funds the annualization of fiscal year 2014 workforce activity and pay actions, the January 2015 pay raise based on guidance from CBO and the LBFMC, performance-based merit salary increases equivalent to executive-branch within-grade increases, hiring to replace staff losses resulting from retirements and attrition, and a modest amount to promote staff to positions of higher responsibility to maintain the proper mix of skills and meet succession planning needs.

These costs have been offset by projected savings from fiscal year 2015 attrition and leave-without-pay as summarized in Table 3 and discussed below.

Annualization

Our budget request includes \$13.6 million to fund the full-year (annualized) cost of fiscal year 2014 hiring and pay adjustments.

Civilian pay raise

Our budget request includes \$5.6 million to fund the anticipated January 2015 civilian pay raise of 1.8 percent based on guidance from CBO and the LBFMC. The GAO Act of 2008 requires GAO to provide employees who are meeting expectations an annual increase in base salary that is equal to the General Schedule increase for their particular locality. GAO also plans to incrementally increase the pay cap for our

senior executive staff starting in fiscal year 2015 to help ensure our ability to retain staff and be more commensurate and competitive with the executive branch.

Performance-based merit increases

Our budget request includes an increase of \$1.3 million to fund the cost of performance-based merit salary increases provided to employees covered under our banded pay systems in lieu of executive-branch within-grade pay increases. Our fiscal year 2015 budget request is based on historical data on the number and percentage of staff receiving such increases.

Annually, the Comptroller General negotiates with the GAO Employees' Organization IFPTE, Local 1921, to determine the percent and amount of the increase based on a number of factors, including available funding. Performance-based merit increases to an employee whose annual salary is capped and cannot be increased are discussed in the Recruitment and Retention section.

Hiring and attrition

Our budget request includes \$7.2 million to recruit entry-level staff and fill critical vacancies. This cost will be fully offset by savings of \$17.9 million from attrition and retirement of anticipated staff departures. Our fiscal year 2015 workforce plan proposes recruiting 190 permanent staff to

replace the 190 staff we expect to lose through retirement and attrition. New staff will be recruited primarily at entry-level salary rates compared to retirees and attrition, resulting in significant savings. GAO's estimated staff attrition is based on historical trends and key data, such as retirement eligibility.

Planned hiring is essential to help ensure our ability to respond in a timely manner to congressional requests and workload demands, achieve the goals and objectives outlined in our strategic plan, meet succession-planning needs by developing our workforce to replace the knowledge and skills of expected retirements of more senior staff, and maintain the proper mix of skills and experience levels.

GAO also plans to maintain its intern program, which provides an opportunity for

both GAO management and interns to assess performance, and has been a successful tool for attracting entry-level staff. Our budget request also includes funds to support the use of reemployed annuitants and phased retirees to transfer knowledge, train, and mentor staff as we begin to rebuild our staff capacity over the next several years.

Promotions

Our budget request includes \$793 thousand to fund the cost to competitively promote staff to positions of more responsibility. Our estimate is based on our proposed workforce plan which reflects the number and level of promotions needed to maintain the proper mix of skills and experience levels and meet succession-planning needs.

Recruitment and Retention

GAO's focus and priority continues to be on sustaining a diverse professional services organization that attracts, recruits, retains, and rewards a highly skilled, high-performing workforce. To do this, GAO has implemented a wide range of work-life employee benefits that help both attract and retain high-quality staff.

GAO's total compensation package provides both monetary and nonmonetary benefits to staff. In addition to salary, benefits, and leave, GAO's total compensation package includes options for:

- rewards and recognition,
- student loan repayments
- performance-based merit increases
- transit benefits,
- training and development,
- maxi-flex work schedules,
- telework pilot,
- counseling,
- student loan repayments,

- wellness and fitness center, and
- childcare (limited availability).

Due to the high skill and education levels of most GAO staff, other agencies, particularly Inspectors General offices and public accounting firms, target GAO as a recruitment source. Having these retention tools is an important factor in GAO's ability to compete in the marketplace with other agencies, nonprofit institutions, and private sector firms to attract and retain high-performing employees.

GAO's fiscal year 2015 recruitment and retention budget of about \$6.0 million includes funds to provide meaningful recruitment and retention benefits to help ensure the agency's ability to attract, reward and retain staff. The proposed funding level represents a 1.9 percent reduction from fiscal year 2014, and remains 39.3 percent below our fiscal year 2010 level for these essential programs.

Table 4 provides a summary of our recruitment and retention programs for fiscal years 2013-2015 and as compared to our fiscal year 2010 baseline.

Table 4: Detail Budgetary Resources – Recruitment and Retention (dollars in thousands)

Recruitment and Retention	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Rewards and recognition	\$2,245	\$1,361	\$1,120	\$1,120	0%	(50.1%)
Student loan repayment	3,136	874	1,100	1,200	9.1%	(61.7%)
Performance-based merit pay	1,116	1,322	1,690	1,710	1.2%	53.2%
Transit benefit	2,690	1,864	2,000	2,000	0%	(25.7%)
Total	\$9,187	\$5,421	\$5,910	\$6,030	(2.0%)	(34.4%)

Rewards and Recognition Program

The Rewards and Recognition Program enables GAO to recognize, motivate, and reward employees for their outstanding contributions toward achieving GAO's mission to support Congress and the American people. This tool is essential to help motivate and retain the agency's uniquely skilled, high-performing workforce. The program includes unit-level, as well as agency wide recognition awards.

Performance-based awards are primarily funded through the performance management system and are included as a component of the salaries and benefits program. Since fiscal year 2010, GAO has curtailed funding for the rewards and recognition program due to funding constraints. The fiscal year 2015 funding level is almost 65 percent below the fiscal year 2010 level.

Student Loan Repayment Program

GAO utilizes the Student Loan Repayment Program as a tool to recruit and retain qualified candidates. GAO offers payments to eligible, qualified employees in general and special category positions that traditionally have been hard-to-fill. Staff participating in the program receives the benefit in exchange for a 3-year employment commitment to remain at GAO.

Participation in the program has declined in recent years following several years of limited hiring and funding reductions. Since fiscal year 2010, GAO has reduced funding for the program by 60 percent. In fiscal year 2013 GAO issued student loan repayments on behalf of 290 employees at a cost of \$874,000. In fiscal year 2014, GAO plans to update the web-based application and management tool to address customer suggestions for improvement and educate employees about the program through briefings and other outreach efforts. In fiscal years 2014 and 2015, we plan to

increase funding for the program to provide funds for eligible staff recruits.

Performance-based merit pay

The fiscal year 2015 budget includes \$1.9 million to fund performance-based merit pay provided to staff covered under our banded pay systems in lieu of executive-branch General Schedule equivalent within-grade pay increases. This portion of performance-based merit pay is provided as a cash bonus, in lieu of increasing base salary, to employees whose salary level is capped. Performance-based merit pay which affects base pay is discussed in the Salaries and Benefits section.

The fiscal year 2015 budget represents a reduction of about 10 percent from the fiscal year 2014 funding level. Our estimate is based on the number and percentage of staff receiving such increases. Annually, the Comptroller General negotiates with the IFPTE to determine the percent and amount of the increase based on a number of factors, including available funding.

Transit Benefit Program

The Transit Benefit Program was established by P.L. 109-59 which requires that most federal agencies within the National Capital Region, including GAO, implement a transit benefit program to encourage commuters to use public transportation in an effort to reduce congestion and pollution in American cities. This popular program provides tax-free public transit benefits to almost 1,700 GAO headquarters and field employees.

In fiscal year 2013, GAO achieved some cost savings as a result of the enhanced telework program and implementation of new software introduced by the Washington Metropolitan Area Transit Authority (WMATA) for their Smart Benefits program, called, "Smart Benefits Autoload." The Smart Benefits Autoload software separately tracks federal transit benefits,

parking, and personal funds; and credits unused benefits to agencies monthly.

GAO currently uses the Department of Transportation/TRANServe as a fee-for-service organization to manage and distribute media for GAO's field offices. By the end of fiscal year 2014, DOT TRAN Serve will eliminate paper media and transition to electronic fare media (debit cards), that will offer enhanced internal controls to preserve the transit benefit by deferring waste, fraud, and abuse.

GAO continues to reduce costs by administering its own Smart Benefits program for headquarters' staff via Metro's web-based program in lieu of using DOT. This strategy continues to improve program administration; and in fiscal year 2013, GAO saved approximately \$99,000 in administrative fees.

The fiscal year 2015 estimate of \$2.0 million reflects a \$5.0 increase in the statutory ceiling limit along with a projected increase in staffing levels.

Training and Development

The Training and Development Program plays an important role in GAO's ability to attract and retain a highly skilled workforce and ensure their continued growth. In addition to external training opportunities where staff primarily attends technical training and professional conferences, GAO's Learning Center provides basic and advanced skills training that reduce the time staff needs to become proficient at each stage of their career.

Drawing on volunteer adjunct faculty from across the agency and external experts, GAO provided training strengthens core competencies for staff in all our career categories. In addition, the Learning Center manages the agency-wide executive development, leadership, and mentoring programs and provides guidance to unit-based training events. GAO's fiscal year 2015 budget includes just over \$3.7 million supporting these critical activities.

In fiscal year 2013, GAO:

- Completed a learning needs assessment, the first such agency-wide effort in over 10 years, to guide the direction of the Learning Center's curricula development and ensure that training resources are used to meet the highest priority training needs;
- Expanded the use of virtual learning, launching the first conversion of a GAO-developed audit curricula class to the virtual classroom;
- Supported workplace diversity and inclusion through developing and delivering five new diversity and

inclusion courses, including one course that was required for all GAO leaders, and continuing to facilitate diversity implementation within teams; and

- Reduced reliance on training vendors to provide instructional services.

GAO's fiscal year 2015 budget for training and development provides funds to (1) develop new curricula to support continuous learning and growth; (2) help maintain and expand the leadership pipeline to fulfill succession plans; and (3) provide sufficient training offerings to enable staff to meet CPE requirements to obtain 80 hours every two years and maintain professional certifications. In fiscal years 2014 and 2015, GAO plans to:

- Implement the results of the learning needs assessment through updating existing courses and developing new courses and programs, particularly in the audit curricula area;
- Conduct a strategic assessment of leadership training opportunities with an increased emphasis on executive and managerial staff and updating key courses to ensure efficient resource utilization while supporting succession planning needs;
- Continue migrating learning content from the physical to the virtual classroom and training adjunct faculty to teach virtually to support GAO's increasingly mobile workforce and more efficiently utilize limited resources; and
- Develop innovative approaches to utilizing our existing technology to enhance the learner's experience and ensure efficient and effective operations.

Table 5: Detail Budgetary Resources – Training and Development (dollars in thousands)

Training and development	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Training and development	\$4,666	\$2,784	\$3,750	\$3,750	0%	(19.6%)

Other Compensation

Other compensation provides funding for mandatory, uncontrollable costs, including separation payments to departing staff, reimbursement to the Department of Labor (DOL) for unemployment compensation and workers' compensation, and differential pay to eligible staff.

The fiscal year 2015 funding level represents a 35.6 percent increase over fiscal year 2014 primarily due to the fact that expired balances used to fund workers' compensation costs in fiscal years 2013 and 2014 are no longer available.

Separation Payments

This provides funds to (1) reimburse DOL for unemployment compensation paid to former employees; (2) pay separating employees who leave the federal service or transfer to a non-compatible leave system in the judicial or legislative-branches for unused compensatory time, annual leave, and credit hours; and (3) cover the annuity of a retired Comptroller General.

The requested increase reflects changes in salary rates based on anticipated annual pay increases, promotions, and other salary rate adjustments.

Workers' Compensation

This provides funds to reimburse DOL for payments to employees injured in the workplace and their survivors. The requested funding level is based on data from DOL.

In fiscal years 2013 and 2014, GAO funded workers' compensation costs using prior year unobligated balances. However, these balances have been exhausted and are not available to cover these costs in fiscal year 2015.

Differential Pay

This provides funds for differential pay for employees who (1) work more than 80 hours per pay period, (2) are entitled to differential pay, or (3) earn premium pay for duty in hazardous locations. This funding primarily supports GAO's staff presence in Afghanistan to support congressional requests and mandates.

Table 6: Detail Budgetary Resources – Other Compensation (dollars in thousands)

Other Compensation	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Separation payments	\$2,291	\$2,498	\$2,553	\$2,557	0.2%	11.6%
Workers' compensation	1,162	-	-	1,120	100%	(3.6%)
Differential pay	449	489	600	600	0%	33.6%
Relocations	84	-	-	-	0%	(100%)
Total	\$3,986	\$2,987	\$3,153	\$4,277	35.6%	7.3%

Engagement Support

GAO's Engagement Support Program provides resources for travel and contracting to support the agency's core mission to inform and advise Congress. Travel is required to produce original research, including first-hand interviews and other domestic and international fieldwork that is a hallmark of GAO's work. GAO also relies on contract services to provide specialized data and expertise not readily available within GAO to support audits and evaluations.

GAO's fiscal year 2015 budget includes about \$11.7 million for engagement support activities, consistent with the fiscal year 2014 funding level. The fiscal year 2015 request represents a 30.6 percent reduction since fiscal year 2010 primarily due to efforts to conserve travel costs.

Travel

Travel is an integral element of GAO's emphasis on the quality of its work. Audit and evaluation work must be sufficiently representative in scope and in the number and type of locations covered to assure the validity of GAO's conclusions and recommendations. Conducting original research through on-site visits, both domestic and international, is a fundamental way that GAO delivers value to Congress. This aspect of the agency's work separates

GAO's products from those of other research agencies.

Travel, both nationally and internationally, is critical to accomplish GAO's mission. For example, since the beginning of fiscal year 2012, GAO has maintained a field presence in Kabul, Afghanistan, to support work mandated by the National Defense Authorization Acts, including examining the Department of Defense's plans for managing the drawdown of equipment, personnel, and contracts in that country and the development of U.S. plans for a post-2014 presence.

GAO's fiscal year 2015 travel budget remains level with fiscal year 2014. Since fiscal year 2010, GAO has reduced travel costs by over 46 percent by focusing on best practices to ensure the effective use of funds available for mission essential travel and other key initiatives. Closer management review and analysis, along with the enhanced telework/workspace sharing pilot program and desktop video-conference capability have also enhanced communication between headquarters and field-offices and between GAO and its clients, further reducing the need for travel.

In fiscal year 2013, to maximize GAO's travel budget, we piloted a process to use non-contract airfares when certain criteria are met, which results in booking less costly airfares. When fully implemented in fiscal year 2014, we expect to achieve significant savings. GAO continues to explore ways to further reduce travel costs while maintaining the integrity of our work.

Table 1: Detail Budgetary Resources – Engagement Support (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimated	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Travel	\$13,779	\$6,783	\$7,400	\$7,400	0%	(46.3%)
Specialized data & expertise	3,018	4,146	4,250	4,250	0%	40.8%
Total	\$16,797	\$10,929	\$11,650	\$11,650	0%	(30.6%)

Specialized Data and Expertise

GAO uses contract services in support of audits and evaluations to obtain specialized data and expertise not readily available in GAO, or when there is a need for expertise within a compressed time frame that precludes the availability of GAO staff.

GAO's fiscal year 2015 budget for specialized data and expertise maintains funding at the fiscal year 2014 level. Since fiscal year 2010, costs in this area have increased due to the (1) rising cost of specialized data; and (2) increased use of contract expertise, partially due to the lack of available internal expertise as a result of staff reductions.

In fiscal year 2013, GAO purchased data and contracted for specialized expertise to advise or assist in areas such as:

- drug pricing,
- dental spending,
- financial audits,
- the bankruptcy code,
- translation and interpreter services,
- impact estimates of social welfare programs,
- drinking water contaminants,
- conducting technical evaluations, and
- to convene scientific panels through the National Academy of Sciences to advise on issues such as:
 - water conservation,
 - renewable energy, and
 - river management.

Infrastructure Operations

GAO's Infrastructure Operations programs ensure that GAO staff has the tools necessary to perform their mission-critical responsibilities. The Infrastructure Operations programs cover:

- Information technology;
- building and security services; and
- administrative support services.

In fiscal year 2015, GAO is requesting a modest increase of 1 percent to maintain base operations and continue replacing aged systems and equipment to ensure operational efficiencies and improve business practices. These activities are essential to ensure our continued productivity and effectiveness, avoid more costly repairs, and help ensure our ability to exchange data with other federal entities.

Since fiscal year 2010, due to budgetary constraints, GAO reduced funding for this

program by 17.9 percent by streamlining operations and deferring or eliminating all but the most critical investments. The requested infrastructure budget would allow GAO to:

- enhance the protection of people and critical assets;
- streamline our information technology infrastructure and shift to a virtualized "cloud" environment to improve system performance, enable mobile access, and increase data security;
- enhance GAO's financial management systems to integrate data needed for management decision-making, and provide information more transparently and efficiently using a shared services approach;
- leverage technology to improve business operations and processes to achieve greater effectiveness and efficiency; and
- optimize workspace use and improve building efficiency while maintaining a comfortable work environment.

The infrastructure components are discussed in detail below.

Table 1: Detail Budgetary Resources – Infrastructure Operations (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Information technology	\$56,589	\$45,091	\$49,860	\$50,514	1.3%	(10.7%)
Building and security services	41,035	34,385	32,384	32,850	1.4%	(19.9%)
Administrative support services	21,157	12,229	14,367	14,130	(1.6%)	(33.2%)
Total	\$118,781	\$91,705	\$96,611	\$97,494	0.9%	(17.9%)

Information Technology (IT)

The IT program supports GAO's mission, goals, and strategic objectives by:

- ensuring the availability of systems and information that provide a high level of customer service and usability;
- supporting a collaborative, geographically dispersed, and mobile workforce;
- enabling solutions that support standard and common business approaches to manage engagement work;
- exercising vigilance in IT security, disaster recovery, and continuity of operations;
- providing modern, reliable tools to help attract and retain talent; and
- reducing the total cost of operations and simplifying business processes.

The IT program provides funding to support maintenance, operation, and development of GAO's IT needs, including:

- telecommunications,
- software,
- equipment,
- systems operations and maintenance,
- publication and dissemination of GAO products, and
- user support.

GAO's fiscal year 2015 IT budget includes \$50.5 million – a slight increase of 1.3 percent over the fiscal year 2014 level. The requested increase covers inflationary cost increases.

The requested funding level would allow GAO to continue replacing outdated legacy data systems and equipment with modern flexible management systems; centralize our IT infrastructure, software and applications; upgrade aged IT equipment and end-user devices; and ensure staff can access the network from a variety of devices and locations. These activities will enable a more agile and mobile workforce; increase staff efficiency; improve access to information; and streamline maintenance processes.

Our fiscal year 2015 costs remain over 10 percent below the fiscal year 2010 level as a result of streamlining, reduced contractor reliance, and cost reduction.

In fiscal year 2013, we:

- implemented a Business Intelligence system that integrates data from multiple authoritative systems to support business analytics, manage workforce planning data, and report on the cost of GAO engagements;
- upgraded the headquarters communications hardware and software which will position GAO to develop our next generation telephone services in fiscal year 2015;

Table 2: Detail Budgetary Resources – Information Technology (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Information Technology	\$56,589	\$45,091	\$49,860	\$50,514	1.3%	(10.7%)

- successfully demonstrated the capability for a hosted virtual desktop image;
- provided key tools for the enhanced telework pilot, including a web-based hoteling tool, a Voice over Internet capability, and a desktop videoconferencing tool;
- deployed the WebEx desktop videoconferencing tool GAOwide to facilitate the enhanced telework pilot and reduce travel costs;
- established a secure video conference service at headquarters that operates within a Secret Internet Protocol Router Network meeting room;
- upgraded the time and attendance system to provide employees improved navigation by placing all functions on a home page;
- implemented a major enhancement of the performance management system to support recommendations from GAO's Performance Appraisal Study; and
- implemented new functionality to better support case tracking requirements for the Contract Appeals Board.

In fiscal year 2014, GAO initiated a new contract structure to help achieve efficiencies in providing operational support and more effective tracking of operations and development costs.

In fiscal years 2014 and 2015 GAO plans to:

- Pilot and deploy an Engagement Management System.

In fiscal year 2014 GAO will pilot a web-based engagement management system that will promote transparency, increase management capabilities, eliminate redundant systems, and reduce data entry

and costs. Agency wide deployment is expected to be completed in fiscal year 2015.

- Streamline Report Content Creation

A major component of GAO's effort to streamline the efficiency of engagements is a project to automate the creation, indexing, referencing, review and approval, and publishing of GAO products via a standard workflow. In fiscal year 2014, we plan to procure a system which will allow analysts to focus on content directly pertinent to reporting objectives, while maximizing the agility of GAO to produce multiple product formats for a variety of platforms.

- Shift to a Virtualized Environment

GAO plans to shift to a virtualized "cloud" environment to promote secure and seamless access to IT systems and tools from any location. To facilitate this effort, GAO began consolidating its servers and streamlining its network infrastructure.

In FY 2014, GAO will assess options for using a variety of devices to provide staff more flexibility and further reduce operating costs. In FY 2015, we plan to begin replacing outdated end-user devices.

- Improve Business Processes

GAO will also continue to reengineer business processes and legacy systems to improve workflow, strengthen controls, and enhance system support and project management. At the same time GAO will continue to expand its business intelligence solution to further integrate engagement, human capital and financial data to better support analysis, management reporting, and inform sound business decisions.

Building and Security

GAO's building services and security program includes funds to support the management of GAO-owned and leased facilities, and the safety and security of occupants and visitors.

The fiscal year 2015 funding level for these programs represents a modest increase of 1.4 percent above the fiscal year 2014 level to maintain operations and continue replacing aged equipment to enhance building efficiency and occupant safety.

Since fiscal year 2010, GAO has aggressively reduced building and security costs by 19.9 percent. Each of these components is discussed in more detail below.

Facilities and Property Management

GAO operates and maintains the 2-million square foot headquarters building through a commercial facilities management contract, and leases space for 10 field offices. The headquarters building provides work space for approximately 4,200 GAO staff and contractors, the U.S. Army Corps of Engineers, and a component of the Department of Justice.

Since fiscal year 2010, GAO has reduced funding for our facilities and property management program by \$7.7 million or 23.4 percent through reducing our reliance on

contractors and implementing other cost saving measures.

In fiscal year 2013, GAO:

- continued replacing aged air handling units in the headquarters building to increase energy efficiency, occupant comfort, and operational reliability. We anticipate project completion by March 2014;
- replaced deteriorating caulking and expansion joints to maintain the integrity of the headquarters building's façade;
- renovated 6th floor office space for lease to the Department of Justice—generating additional revenue to offset our operating costs;
- reduced our physical footprint in the field through enhanced telework/hoteling resulting in rent and security cost reductions of over \$1.2 million and additional expected FY 2014 savings of \$900,000;
- transferred contractor support for safety and quality assurance functions into GAO operations, saving \$750,000 in contract costs;
- re-competed the commercial facilities management contract, reducing projected costs by about \$2 million; and

Table 3: Detail Budgetary Resources – Building and Security Services (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Facilities and property management	\$33,025	\$27,909	\$24,900	\$25,300	1.6%	(23.4%)
Security	8,010	6,476	7,484	7,550	0.9%	(5.7%)
Total	\$41,035	\$34,385	\$32,384	\$32,850	1.4%	(19.9%)

- completed several maintenance projects to ensure the continued reliability of building equipment and infrastructure, including structural repairs of the H Street loading dock floor, replacement of lighting fixtures and controls in the auditorium, installation of a back-up hot water heater, and a building-wide emergency power systems test.

In fiscal years 2014 and 2015, GAO plans to:

- continue addressing priority items identified in the asset management plan for critical repairs, end-of-life cycle replacements, and energy saving investments in the headquarters building, including replacing the 4th floor variable air volume unit and the design and retrofit of the chillers;
- make general structural and architectural repairs, including the elevator shaft, interior walls, auditorium walls, stage, projection booth, and the handicapped lift;
- assess opportunities to consolidate space in headquarters in order to maximize efficiency and identify available space which could be leased to generate additional revenue; and
- further reduce our physical footprint and infrastructure costs in the remaining field offices.

Security

The security program helps ensure against the unauthorized disclosure of sensitive and classified information; conducts background investigations; issues security clearances;

controls access to and the protection of GAO personnel, information and property; and helps to ensure a safe and secure working environment.

For fiscal year 2015, GAO is requesting funds to maintain base operations, the bulk of which support the guard force contract and background investigations. We also plan to upgrade some security features.

In fiscal year 2013, GAO

- completed installation of the integrated electronic security system at 10 field offices which provides the ability to centrally monitor and control security operations;
- established an interagency agreement to use FBI databases to conduct name checks on foreign national visitors to enhance our security posture;
- installed secure video teleconference equipment in the classified conference room; and
- completed a mass reissuance of expiring building access badges.

In fiscal years 2014 and 2015, GAO plans to

- conduct a facility security assessment at headquarters;
- replace aged window fragmentation film at headquarters to help minimize the effects of a bomb blast;
- conduct annual agency wide tests of the emergency notification system; and
- install additional turnstiles at headquarters to better control building access.

Administrative Support Services

The Administrative Services Program includes costs for financial management activities and systems, records management, human capital operations, library services, and miscellaneous support services.

Since fiscal year 2010, GAO has reduced these costs by almost 33 percent.

Financial Management Services

GAO continues to utilize the Department of Transportation's (DOT) Enterprise Services Center (ESC) as part of an integrated approach of using an Office of Management and Budget (OMB)-designated Shared Service Center, to provide financial management systems and services. This arrangement was prompted by a House mandate for legislative-branch agencies and furthers the goal of outsourcing transaction-based processing and evolving into a policy and operational environment.

GAO will assess other areas to determine if expanded use of shared services is appropriate to maximize economies of scale.

In fiscal years 2014 and 2015 GAO will:

- work cooperatively with the Library of Congress (LOC) to assess the feasibility of transferring GAO's financial management system and outsourced services to LOC's shared services center;
- continue to refine its financial management and travel systems and processes;

- eliminate on-site travel help desk contractor support and transition to DOT/ESC, saving approximately \$350,000;
- analyze moving additional account reconciliation work to DOT/ESC to take advantage of cost benefits;
- upgrade to the next generation of e-Gov Travel Systems through an agreement with GSA;
- work in coordination with DOT/ESC to support DOT's Financial Management Business Transformation project implementing the next generation of Oracle Federal Financials (version R12), which will continue to streamline and enhance operational processes and comply with new Treasury systems for better cash management.

Human Capital Operations

GAO's Human Capital operations program provides administrative support, employee health and wellness programs, recruiting, position classification, job evaluation, and career transition services for individuals nearing retirement or seeking other career opportunities within or outside of GAO.

Library Services

GAO's library services program includes funds to support research and information needs of agency staff, primarily through a wide variety of electronic databases used to support GAO engagements and statutory requirements.

Table 4: Detail Budgetary Resources – Administrative Support Services (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2013 Actual	Fiscal Year 2014 Estimate	Fiscal Year 2015 Request	Net Change Fiscal Year 2014/2015	Change Fiscal Year 2010/2015
Administrative Support Services	\$21,157	\$12,229	\$14,367	\$14,130	(1.6%)	(33.2%)

^a Includes funding for knowledge and information assets and services that were formerly budgeted under Knowledge Services.

Fiscal Year 2015 Performance Plan

GAO Supports Congressional Decision- making, Saves Resources, and Helps Improve Government

The Government Accountability Office (GAO) is the audit, evaluation, and investigative arm of the Congress. It exists to support Congress in meeting its constitutional responsibilities and to help improve the performance and ensure accountability of the federal government for the benefit of the American people. As a legislative branch agency, GAO is exempt from many laws that apply to executive branch agencies; however, GAO generally holds itself to the requirements of many of the laws, including the Government Performance and Results Act (GPRA), as amended. Among other things, under GPRA, each agency must prepare an annual “performance plan covering each program activity set forth in the budget of such agency.” This section of GAO’s fiscal year 2015 budget request constitutes its performance plan.

GAO is unique in its audit and evaluation capacity to support Congress by performing original research, providing technical assistance, and conducting analyses to help Congress make informed decisions across all segments of the federal budget, resulting in tangible results and enhanced oversight. GAO’s work directly contributes to

improvements in a broad array of federal programs affecting Americans everywhere.

Once again GAO demonstrated its core values of accountability, integrity, and reliability, in ensuring that it continues to provide high-quality, high-value, and independent support to Congress in ways that generate material benefits to the nation. Given GAO’s reputation for consistently producing high quality work that is typically based on original research, it is not surprising that congressional demand for GAO products and services remains high during these challenging times.

Even during the constrained budgetary environment seen this past year, GAO continues to be one of the best investments in the federal government. For example, in fiscal year 2013, GAO’s work yielded significant results across the government, including financial benefits of \$51.5 billion—a return of about \$100 for every dollar invested in GAO—and more than 1,314 other program and operational benefits that helped to change laws, improve services to the public, and promote sound management throughout government. In fiscal year 2013, about 80 percent of GAO’s recommendations had been adopted by Congress and federal agencies within the last 4 years.

In addition, GAO issue-area experts testified 114 times before Congress on a wide range of issues, such as veterans’ needs, Wall Street reform, food safety, homeland security, and health care reform. A list of selected testimony topics presented by GAO in fiscal year 2013 is included in Table 1.

Table 1: Selected Testimony Topics for Fiscal Year 2013**Goal 1: Address Current and Emerging Challenges to the Well-being and financial Security of the American People**

- Processing Veterans' Disability Benefits
- Science, Technology, Engineering, and Mathematics Education
- Social Security Administration Management
- School Lunch Nutrition Standards
- Medicare and Medicaid High Risk Update
- Export-Import Bank Management and Reporting
- Veteran-owned Small Businesses
- Patient Protection and Affordable Care Act
- Private Pensions, Multiemployer Plans, and PBGC
- Medicare Highest-Expenditure Part B Drugs
- Community Bank Failures: Causes and Consequences
- Federal Real Property Management
- Transportation Issues and Management
- U.S. Postal Service Financial Viability
- California High-Speed Passenger Rail
- Chemical Regulation
- Water Infrastructure
- Federal Courthouse Construction

Goal 2: Respond to Changing Security Threats and the Challenges of Global Interdependence

- Intellectual Property: Effect of Counterfeited and Pirated Goods on U.S. Economy
- State Department: Diplomatic Security Challenges
- DOD's POW/MIA Mission and Challenges
- Personnel Security Clearances
- DHS's Overstay Enforcement Efforts
- TSA Oversight of Alleged Misconduct
- DHS at 10 Years: Progress and Remaining Work
- Missile Defense Acquisition Management
- DOD Security Cooperation and Capacity Building
- Trade Adjustment Assistance for Manufacturers and Service Firms
- Strategic Sourcing Potential Savings
- Naval Acquisition Risks: Littoral Combat Ship
- DOD Acquisition Risks, F-35 Joint Strike Fighter
- Modernizing the Nuclear Security Enterprise
- Border Security Goals, Measures, and Resources

Goal 3: Help Transform the Federal Government to Address National Challenges

- Need for Federal IT Efficiency Implementation Initiatives
- Need to Improve National Cybersecurity Strategy
- Weaknesses in OPM IT Management and Incremental Improvements
- Financial Performance and Management Challenges
- GAO's 2013 High-Risk Series Update
- VA and DOD Sharing of Electronic Health Records
- Improved Mitigation Strategies Needed for Environmental Satellite Coverage Gaps
- Unknown Extent of Refund Fraud Using Stolen Identities
- Progress Made by DHS in Addressing High-Risk Issues
- Need to Eliminate Duplicative IT Investments

GAO Services Integral to Congressional Priorities

GAO's continued high performance is evidence of the critical role it plays in helping Congress and the American people better understand important issues, both as they emerge and over the long term. GAO issues hundreds of products annually in response to congressional requests and mandates, including issuing several products under the Dodd-Frank Wall Street Reform Act on securities markets and financial institutions, and several reports on insurance markets and publicly financed health insurance programs related to the Patient Protection and Affordable Care Act.

In April 2013, GAO issued its third annual report (GAO-13-279SP) to Congress which identifies federal programs, agencies, offices, and initiatives that have duplicative, overlapping, or fragmented goals or activities as well as actions to reduce such issues.¹ This body of work can help to inform government policymakers as they address the fiscal pressures facing the federal government. GAO's reports and testimonies on this topic are available on a section of GAO's website, titled, "Duplication & Cost Savings," (<http://www.gao.gov/duplication>) to make this topic more easily accessible to Congress and the public.

GAO's 2013 annual report identifies 31 new areas where agencies may be able to achieve greater efficiency or effectiveness. Seventeen areas involve fragmentation, overlap, or duplication. For example, GAO reported that the Department of Defense could realize up to \$82 million in cost savings and ensure equivalent levels of performance and protection by taking action to address its fragmented approach to developing and acquiring combat uniforms. Additionally, GAO reported that a total of 31 federal departments and agencies collect, maintain, and use geospatial information.

Better planning and implementation could help reduce duplicative investments and save of millions of dollars.

The report also identifies 14 additional areas where opportunities exist to achieve cost savings or enhance revenue collections. For example, GAO suggested that the Department of Health and Human Services cancel the Medicare Advantage Quality Bonus Payment Demonstration. GAO found most of the bonuses will be paid to plans with average performance and that the demonstration's design precludes a credible evaluation of its effectiveness. Canceling the demonstration for 2014 would have saved about \$2 billion. GAO also noted opportunities to save billions more in areas such as expanding strategic sourcing, providing greater oversight for Medicaid supplemental payments, and reducing subsidies for crop insurance. Additionally, GAO pointed out opportunities for enhancing revenues by reducing the net tax gap of \$385 billion, reviewing prices of radioactive isotopes sold by the government, and providing more equity in tobacco taxes for similar types of products.

The executive branch and Congress have made some progress in addressing the areas that GAO identified in its 2011 and 2012 annual reports. Specifically, GAO identified approximately 300 actions among 131 overall areas that the executive branch and Congress could take to reduce or eliminate fragmentation, overlap, or duplication or achieve other potential financial benefits.

Addressing such issues will require continued executive branch agency attention and targeted congressional oversight. In many cases, executive branch agencies have the authority to address the actions that GAO identified. In other cases, such as those involving the elimination or consolidation of programs, Congress will need to take legislative action. Moreover, sustained congressional oversight will be needed in concert with the administration's

¹Pub. L. No. 111-139, § 21, 124 Stat. 29 (2010), 31 U.S.C. § 712 Note.

efforts to address the identified actions by improving planning, measuring performance, and increasing collaboration. Effective implementation of the GPRA Modernization Act of 2010 also could help the executive branch and Congress as they work to address these issues over time.

GAO's High Risk List

GAO's biennial High Risk Series identifies opportunities for cost savings and improvements in federal agency and program management that offer the potential to save billions of dollars, dramatically improve service to the public, and strengthen confidence and trust in the performance and accountability of the U.S. government. The High Risk Series focuses

on federal areas and programs at risk of fraud, waste, abuse, and mismanagement, or those in need of broad-based transformation.

Overall, the High Risk Series has served to identify and help resolve serious weaknesses in areas that involve substantial resources and provide critical services to the public. In fiscal year 2013, GAO issued 164 reports, delivered 35 testimonies to the Congress, and prepared numerous other products, such as briefings and presentations, related to the High Risk Series. In addition, GAO documented \$17 billion in financial benefits and 411 program and operational benefits related to high risk areas. Table 2 shows GAO's current High Risk List, as of September 2013.

Table 2: GAO's High Risk List as of September 2013

Strengthening the Foundation for Efficiency and Effectiveness

- Limiting the Federal Government's Fiscal Exposure by Better Managing Climate Change Risks (*new*)
 - Management of Federal Oil and Gas Resources
 - Modernizing the U.S. Financial Regulatory System and Federal Role in Housing Finance
 - Restructuring the U.S. Postal Service to Achieve Sustainable Financial Viability
 - Funding the Nation's Surface Transportation System
 - Managing Federal Real Property
 - Strategic Human Capital Management
-

Transforming DOD Program Management

- DOD Approach to Business Transformation
 - DOD Business Systems Modernization
 - DOD Support Infrastructure Management
 - DOD Financial Management
 - DOD Supply Chain Management
 - DOD Weapon Systems Acquisition
-

Ensuring Public Safety and Security

- Mitigating Gaps in Weather Satellite Data (*new*)
 - Strengthening Department of Homeland Security Management Functions
 - Establishing Effective Mechanisms for Sharing and Managing Terrorism-Related Information to Protect the Homeland
 - Protecting the Federal Government's Information Systems and the Nation's Cyber Critical Infrastructures
 - Ensuring the Effective Protection of Technologies Critical to U.S. National Security Interests
 - Revamping Federal Oversight of Food Safety
 - Protecting Public Health through Enhanced Oversight of Medical Products
 - Transforming EPA's Processes for Assessing and Controlling Toxic Chemicals
-

Managing Federal Contracting More Effectively

- DOD Contract Management
 - DOE's Contract Management for the National Nuclear Security Administration and Office of Environmental Management
 - NASA Acquisition Management
-

Assessing the Efficiency and Effectiveness of Tax Law Administration

- Enforcement of Tax Laws
-

Modernizing and Safeguarding Insurance and Benefit Programs

- Improving and Modernizing Federal Disability Programs
 - Pension Benefit Guaranty Corporation Insurance Programs
 - Medicare Program
 - Medicaid Program
 - National Flood Insurance Program
-

GAO Looks to Rebuild Staff Capacity to Meet Congressional Priorities

A talented, diverse, high-performing, knowledgeable workforce is essential in fulfilling GAO's mission in supporting Congress. As a knowledge-based organization, GAO must attract and retain top talent in an increasingly competitive job market.

GAO takes great pride in reporting that it continues to be recognized as an employer of choice. In November 2013, "*Washingtonian Magazine*" named GAO as one of the 50 Great Places to Work in the Washington, D.C. region. In 2013, GAO ranked third overall among mid-sized federal agencies on the Partnership for Public Service's "Best Places to Work" list, and again ranked number one in its support of diversity. In addition, earlier this year, O.C. Tanner, a company that develops employee recognition programs, cited GAO in its article "Top 10 Coolest Companies to Work for in Washington, D.C." GAO management continues to work with the union (IFPTE, Local 1921), the Employee Advisory Council, and the Diversity Advisory Council to make GAO a preferred place to work.

These successes notwithstanding, GAO faces challenges in addressing critical human capital management issues, including preparing for the retirement of subject matter experts, senior executives and other key leadership; maintaining a performance-based and inclusive culture that helps motivate and retain talented and diverse staff; and implementing workplace and work life practices that meet the needs of an evolving workforce in an equitable manner.

Succession planning remains critical. Between fiscal year 2010 and 2013, following several years of fiscal constraint, GAO's FTE level dropped by almost 500

FTE, or almost 15 percent, from 3,347 to 2,849—reaching its lowest level since 1935. As a result of limited hiring and ongoing attrition, the reduced number of entry-level analyst staff does not provide a sufficient pipeline of experienced analysts to meet future workload challenges. Also, a significant proportion of GAO employees are retirement eligible, including 34 percent of senior executive staff and 21 percent of supervisory analysts.

In fiscal year 2014, GAO plans to hire entry-level staff and student interns to fill critical vacancies and help address critical skills gaps and increase staff capacity to 2,945 FTE – a first step in reaching GAO's optimal level of 3,250 FTE. This staffing level will reverse the downward trajectory experienced in recent years and help ensure GAO has the depth and broad-based skills required to contribute to the vast array of topics about which Congress seeks analysis and advice.

GAO is requesting \$525.1 million in fiscal year 2015. This is a modest 3.9 percent increase over GAO's fiscal year 2014 funding level of \$505.4 million. The requested funding will allow GAO to maintain its staffing level of 2,945 FTE, and continue critical improvements in information technology, building, and security infrastructures that have been deferred for several years. GAO's total costs will be offset by \$30.9 million in receipts from rental income, reimbursements from program and financial audits, and bid protest user fees.

Additionally, GAO is seeking authority to improve operations and leverage efficiencies, including:

- repeal recurring reporting requirements that provide diminishing returns for Congress;
- accept staff from other agencies on a non-reimbursable basis to develop expertise and gain experience that will

enhance their work at their own agency;
and

- establish a "Center for Audit Excellence" at GAO that can serve as a means to improve domestic and international audit capabilities, as well as provide a powerful tool for promoting good governance, political and economic stability, and transparency and accountability.

GAO is proactively pursuing other efforts to further increase efficiency, generate cost savings, prioritize work, and address priority issues facing Congress, such as:

- expanding enhanced telework/workspace sharing pilot which

has reduced GAO's physical footprint in the field and generated cost savings;

- exploring options to streamline space utilization in the headquarters building to reduce GAO's physical footprint and potentially release space for lease to generate revenue;
- improving the efficiency of engagement management processes by standardizing, automating, and streamlining processes; and
- routinely generating report contents in multiple formats to better serve Congress and the public.

A summary of GAO's funding sources is shown in Table 3.

Table 3: Summary of Resources

Funding Source	Fiscal Year 2010 Actual		Fiscal Year 2013 Actual		Fiscal Year 2014 Estimated		Fiscal Year 2015 Request	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Salaries and Expenses Appropriation		\$556,325		\$479,407		\$505,383		\$525,116
Non-legislative-branch appropriation ^a		21,804		345		70		
Reimbursements		10,214		13,460		10,980		6,700
Offsetting receipts		10,892		25,922		26,950		23,750
Bid protest user fees		-		-		-		450
Total budget authority	3,347	\$599,235	2,849	\$519,134	2,945	\$543,383	2,945	\$556,016

^a Includes funds transferred from the U.S. Commission on Civil Rights to fund Inspector General activities.

The Strategic Plan Illustrates the Wide Array of Issues That GAO Covers

In February 2012, GAO issued an update to its strategic plan for fiscal years 2010 through 2015.¹ GAO plans to issue the next full update in February 2014 for serving Congress for fiscal years 2015-2019. GAO's strategic goals and objectives reflect the wide array of national and international issues that GAO covers in its mission to support Congress.

In fiscal year 2013, GAO work supported 95 percent of all standing congressional committees and almost two-thirds of their subcommittees. Consequently, the scope of GAO's work is broad-based which allows GAO to respond to domestic and international challenges such as threats confronting U.S. national security interests; fiscal sustainability and debt challenges; economic recovery and restored job growth; and advances in science, technology, engineering, and mathematics. GAO seeks not only to help position the government to better manage risks that could compromise the nation's security, health, and solvency, but also to identify opportunities for managing government resources wisely for a more sustainable future.

To fulfill its mission, GAO organizes and manages its resources to support four broad strategic goals. GAO's audit, evaluation, and investigative work are primarily aligned under the first three strategic goals. The first three goals include helping to address challenges to the well-being and financial security of the American people, responding to changing security threats and global interdependence, and transforming the federal government to address national challenges. Strategic Goal 4 is an internal goal focused on enhancing GAO's value through improving efficiency, effectiveness, quality, institutional stewardship, and resource management.

The list of GAO's four strategic goals and the related strategic objectives follows:

Goal 1: *Address Current and Emerging Challenges to the Well-being and Financial Security of the American People*

- Financing and Programs to Serve the Health Needs of an Aging and Diverse Population
- Lifelong Learning to Enhance U.S. Competitiveness
- Benefits and Protections for Workers, Families, and Children
- Financial Security for an Aging Population
- A Responsive, Fair, and Effective System of Justice
- Viable Communities
- A Stable Financial System and Consumer Protection
- Responsible Stewardship of Natural Resources and the Environment
- A Viable, Efficient, Safe, and Accessible National Infrastructure

Goal 2: *Respond to Changing Security Threats and the Challenges of Global Interdependence*

- Protect and Secure the Homeland from Threats and Disasters
- Ensure Military Capabilities and Readiness
- Advance and Protect U.S. Foreign Policy Interests
- Respond to the Impact of Global Market Forces on U.S. Economic and Security Interests

¹ The complete set of GAO's strategic planning and performance and accountability reports is available online at <http://www.gao.gov/sp.html>.

Goal 3: Help Transform the Federal Government to Address National Challenges

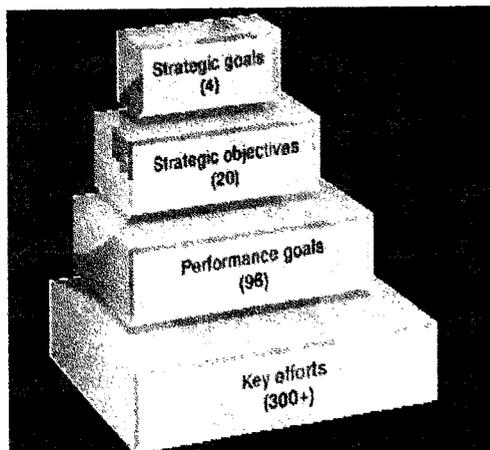
- Analyze the Government's Fiscal Position and Opportunities to Strengthen Approaches to Address the Current and Projected Fiscal Gap
- Improve Financial Management and Internal Controls to Prevent Fraud, Waste, and Abuse
- Support Congressional Oversight of Major Management Challenges and Program Risks

Goal 4: Maximize the Value of GAO by Enabling Quality, Timely Service to Congress and Being a Leading Practices Federal Agency

- Improve efficiency and effectiveness in performing GAO's mission and delivering quality products and services to Congress and the American people
- Maintain and enhance a diverse workforce and inclusive work environment through strengthened recruiting, retention, development, and reward programs
- Expand networks, collaborations, and partnerships that promote professional standards and enhance GAO's knowledge, agility, and response time
- Be a responsible steward of GAO's human, information, fiscal, technological, and physical resources

Figure 1: GAO's Strategic Planning Hierarchy

Each strategic goal is composed of strategic objectives, for which there are specific strategies (performance goals). Each performance goal has a set of key efforts. The figure below illustrates this hierarchy and the text box on the right provides an example of the structure of a GAO strategic goal. GAO's audit, evaluation, and investigative work is primarily aligned under the first three strategic goals, which span domestic and international issues affecting the lives of all Americans and influencing the extent to which the federal government serves the nation's current and future interests.



Strategic Goal 1: Provide Timely, Quality Service to Congress and the Federal Government to Address Current and Emerging Challenges to the Well-being and Financial Security of the American People

Strategic Objective: Viable National Infrastructure

Performance Goal: Assess federal regulation of transportation safety and efforts to fund improvements in safety

Key Efforts:

- Assess federal oversight of aviation safety.
- Assess federal oversight of safety in highway, rail, pipeline, and other surface modes.
- Review the use of federal grants and other strategies to improve safety outcomes.

Also, an agency-wide summary of annual performance measures and targets for fiscal years 2010-2015 is included in Table 4.

Table 4: Agency-wide Summary of Annual Measures and Targets

Performance measure	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Target	2015 Target
Results						
Financial benefits (<i>dollars in billions</i>)	\$49.9	\$45.7	\$55.8	\$51.5	\$45.0	\$45.0
Program and Operational benefits	1,361	1,318	1,440	1,314	1,200	1,200
Past recommendations implemented	82%	80%	80%	79%	80%	80%
New products with recommendations	61%	68%	67%	63%	60%	60%
Client						
Testimonies	192	174	159	114	130	130
Timeliness ^a	95%	95%	95%	94%	90%	90%
People						
New hire rate	95%	84%	76%	66%	75%	75%
Retention rate						
With retirements	94%	92%	93%	93%	90%	90%
Without retirements	96%	96%	96%	96%	94%	94%
Staff development ^b	79%	79%	80%	80%	80%	80%
Staff utilization ^{b,c}	77%	78%	76%	75%	76%	76%
Effective leadership by supervisors ^{b,d}	83%	83%	82%	83%	82%	82%
Organizational climate ^d	79%	80%	78%	77%	76%	76%
Internal operations^e						
Help to get job done	3.94	3.98	N/A ^f	82%	80%	80%
Quality of work life	3.94	3.99	N/A ^f	78%	80%	80%
IT Tools ^g	N/A	N/A	N/A	68%	80%	80%

^a The timeliness measure is based on one question on a form sent out to selected clients. The response rate for the form in fiscal year 2012 was 22 percent, and 99 percent of the clients who responded answered this question. The percentage shown in the table represents the percentage of respondents who answered favorably to this question on the form.

^b This measure is derived from GAO's annual agency-wide employee feedback survey. From the staff who expressed an opinion, GAO calculated the percentage of those who selected favorable responses to the related survey questions. Responses of "no basis to judge/not applicable" or "no answer" were excluded from the calculation. While including these responses in the calculation would result in a different percentage, GAO's method of calculation is an acceptable survey practice, and we believe it produces a better and more valid measure because it represents only those employees who have an opinion on the questions.

^c GAO's employee feedback survey asks staff how often the following occurred in the last 12 months: (1) my job made good use of my skills, (2) GAO provided me with opportunities to do challenging work, and (3) in general, I was utilized effectively.

^d In fiscal year 2009, GAO changed the name of this measure from "Leadership" to its current nomenclature to clarify that the measure reflects employees' satisfaction with their immediate supervisors' leadership. In fiscal year 2010, GAO changed one of the questions for this measure.

^e For GAO's internal operations measures, GAO asks staff to rate 30 internal services available to them, indicating on a five-point scale, with 5 being the highest, their satisfaction with each service from "very dissatisfied" to "very satisfied" or to indicate if they did not use the service.

^f The agency-wide employee feedback survey was not conducted in fiscal year 2012.

^g For 2013, GAO created a new IT Tools performance measure to better measure and track satisfaction with GAO's IT services. In prior year surveys, IT services were covered under one of the other performance measures.

Budgetary Resources by Goal

Table 5 provides an overview of how GAO's human capital and budgetary resources are allocated among the strategic goals for our

fiscal year 2010 baseline and fiscal years 2013 – 2015.

Table 5: Strategic Goal Resource Allocation

Strategic Goal	Fiscal Year 2010 Actual		Fiscal Year 2013 Actual		Fiscal Year 2014 Estimate		Fiscal Year 2015 Request	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Goal 1 Address current and emerging challenges to the well-being and financial security of the American people	1,186	\$207	1,124	\$205	1,158	\$214	1,158	\$219
Goal 2 Respond to changing security threats and the challenges of global interdependence	877	171	720	131	695	128	695	131
Goal 3 Help transform the federal government to address national challenges	1,166	195	739	135	802	148	802	151
Goal 4 Maximize the value of GAO by enabling quality, timely service to Congress and being a leading practices federal agency	116	26	66	12	75	14	75	14
Direct Congressional Support*	—	—	200	36	215	40	215	418
Total budgetary resources	3,347	\$599	2,849	\$519	2,945	\$543	2,945	\$556

*In fiscal year 2012 a new cost category was added to present resources which directly support Congress and which represent GAO's fulfillment of its statutory responsibilities which were not engagement specific. Examples of this work include General Counsel statutory procurement activities, follow-up on the status of GAO recommendations, and the Federal Accounting Standards Advisory Board activities. Previously, this work was not separately disclosed but rather was allocated to the other cost categories

Performance Plans by Strategic Goal

The following sections provide more detailed information on GAO's performance results, strategic objectives, and plans for each of the four strategic goals. These objectives, along with the performance goals and key efforts that support them, are discussed fully in GAO's strategic plan, which is available online at <http://www.gao.gov/about/stratplanning.html>. Specifically, for Goals 1, 2, and 3—the external goals—GAO presents performance results for the three annual measures assessed at the goal level.

Goal 1

GAO's first strategic goal upholds GAO's mission to support Congress in carrying out its constitutional responsibilities by focusing on work that helps *address the current and emerging challenges affecting the well-*

being and financial security of the American people.

Primary GAO Teams Contributing to Goal 1

Education, Workforce, and Income Security
 Financial Markets and Community Investment
 Health Care
 Homeland Security and Justice
 Natural Resources and Environment
 Physical Infrastructure

Supporting GAO Teams

Applied Research and Methods
 Financial Management and Assurance
 General Counsel
 Information Technology

The following table presents selected benefits attributable to Goal 1 in fiscal year 2013.

Table 6: Selected Goal 1 Benefits in Fiscal Year 2013

Financial benefits	<ul style="list-style-type: none"> Found that a federal ethanol tax was duplicative with a federal renewable fuel standard (\$6.1 billion) Found excessive unobligated balances in the USDA Farm Service Agency direct loan financing accounts (\$2.6 billion) Identified substantial amounts of unobligated and uncosted funds in several DOE office accounts (\$721 million)
Program and Operational benefits	<ul style="list-style-type: none"> Prompted regulators to take actions to reduce abandoned foreclosures and information gaps about vacant properties Improved FDA efforts to collect standardized data on safety and effectiveness of pediatric medical devices Improved equal opportunities in athletics for students with disabilities Prompted stronger federal oversight of defined contribution plan service providers
Testimonies	<ul style="list-style-type: none"> Efforts to combat elder financial exploitation Challenges facing multiemployer pension plans and PBGC Assessment of areas of high risk in the Medicare and Medicaid programs Key management challenges at the Social Security Administration

A summary of Goal 1 performance results and targets is shown in the following table.

Table 7: Strategic Goal 1's Annual Performance Results and Targets (dollars in billions)

Performance measures	2010 Actual ^a	2011 Actual	2012 Actual	2013 Actual	2014 Target	2015 Target
Financial benefits	\$17.8	\$12.6	\$25.7	\$22	\$13	\$13
Program and Operational benefits	233	243	275	271	231	231
Testimonies	86	84	61	60	64	64

^a In fiscal year 2010, GAO exceeded its target for Goal 1 financial benefits by \$4.4 billion due to higher than estimated savings from work on the Medicare Advantage program and insurance claims for Federal Housing Administration insured mortgages.

Table 8 provides examples of work GAO plans to conduct during fiscal years 2014 and 2015 under Goal 1.

Table 8: Examples of Planned Work under Goal 1

Financial Security

- Review options for improving Federal Bureau of Prison's operational cost efficiency
- Assess federal efforts to promote affordable access to telecommunications services—mainly access to broadband
- Evaluate the implementation of Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010

Social Programs

- Assess implementation of the Patient Protection and Affordable Care Act
- Evaluate efforts to address improper payment and potential fraud in Medicare and Medicaid
- Review food inspection activities in China and other countries
- Assess the effectiveness of small business assistance programs

Effective Systems

- Evaluate the detection, prevention, regulatory, and enforcement efforts directed at financial crimes
- Assess efficiency of Medicare and Medicaid payment methods and program management
- Assess effectiveness of federal workforce programs that help people obtain job training
- Assess federal efforts to address ocean acidification and adapt energy and water infrastructure to climate change

Goal 2

GAO's second strategic goal focuses on helping Congress and the federal government in *responding to changing security threats and the challenges of global interdependence*. The federal government is working to promote foreign policy goals, sound trade policies, and other strategies to advance the interests of the United States and its allies. The federal government is also working to balance national security demands overseas and at home with demands related to an evolving national security environment.

Primary GAO Teams Contributing to Goal 2

Acquisition and Sourcing Management
 Defense Capabilities and Management
 Homeland Security and Justice
 International Affairs and Trade

Supporting GAO Teams

Applied Research and Methods
 Financial Management and Assurance
 Financial Markets and Community Investment
 General Counsel
 Information Technology
 Natural Resources and Environment

The following table presents selected benefits attributable to Goal 2 in fiscal year 2013.

Table 9: Selected Goal 2 Benefits in Fiscal Year 2013

Financial benefits	<ul style="list-style-type: none"> Contributed to DOD's decision to reduce annual procurement quantities of the F-35 Joint Strike Fighter aircraft (\$8.7 billion) Identified large unobligated balances in State's Iraq Operations budget, leading Congress to rescind \$1.1 billion from the agency's Diplomatic and Consular Programs account in FY 2013 (\$1.1 billion) Helped DOD ensure that reimbursements to Pakistan from Coalition Support Funds met applicable criteria and ineligible reimbursement requests are denied (\$1 billion in FY 2012 and \$3.2 billion since FY 2008) Analyzed the Continued Dumping and Subsidy Offset Act's effect on domestic industries, informed Congressional repeal of the Act, and returned tariff revenues to the Treasury (\$421 million in FY 2012 and \$2 billion since FY 2008)
Program and Operational benefits	<ul style="list-style-type: none"> Improved the quality and completeness of DOD's waivers of competitive prototyping requirements for major defense acquisition programs Contributed to the establishment of DOD's common standard or framework for identifying and fielding solutions for urgent operational needs Improved FEMA planning for recovery from radiological and nuclear attacks Helped improve DOD's implementation of the Weapon Systems Acquisition Reform Act requirements
Testimonies	<ul style="list-style-type: none"> Modernizing the nuclear security enterprise Helping distressed U.S. firms impacted by trade adjust to the global economy Joint Strike Fighter affordability and risks Littoral Combat Ship acquisition risks Quantifying the economic impacts of counterfeiting and piracy on the U.S.

A summary of Goal 2 performance results and targets are shown in the following table.

Table 10: Strategic Goal 2's Annual Performance Results and Targets (dollars in billions)

Performance measures	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Target	2015 Target
Financial benefits	\$20.5	\$25.9	\$13.4	\$21.4	\$12.8	\$12.8
Program and Operational benefits	444	447	513	488	343	343
Testimonies	58	48	54	30	38	38

Table 11 provides examples of work GAO plans to conduct during fiscal years 2014 and 2015 under Goal 2.

Table 11: Examples of Planned Work under Goal 2

Defense Acquisitions

- Assess whether weapon programs are ready to start development or production
- Assess DOD's implementation of acquisition reforms
- Assess DOD's progress in improving contract management
- Assess trends and plans for training, equipping and staffing forces to identify opportunities to improve DOD's approaches for managing readiness and optimize resources

Foreign Operations

- Assess U.S. government efforts to ensure the safety and security of diplomatic facilities and U.S. personnel working at high threat posts.
- Evaluate U.S. efforts to monitor and enforce the labor and environment provisions of recent trade agreements
- Examine economic assistance in the Middle East
- Assess State and USAID efforts to provide development and humanitarian assistance, including food assistance

Other Global Threats

- Evaluate the effectiveness of government programs designed to protect critical technologies and DOD's insight and management of its global supplier base
- Review the Customs and Border Protection agency's procedures to ensure that high-risk cargo containers are adequately screened and scanned to prevent terrorists from using such containers to smuggle weapons of mass destruction into the United States
- Evaluate U.S. efforts to counter overseas threats

Goal 3

GAO's third strategic goal is to *help transform the federal government to address national challenges* through a focus on the collaborative and integrated elements needed for the federal government to achieve results. Work under this goal includes assessing the government's fiscal position and options for closing the gap, as well as identifying management challenges, program risks; and fraud, waste, and abuse.

Primary GAO Teams Contributing to Goal 3

Applied Research and Methods
 Financial Management and Assurance
 Forensic Audits and Investigative Service
 Information Technology
 Strategic Issues

Supporting GAO Teams

Acquisition and Sourcing Management
 General Counsel
 Natural Resources and Environment

The following table presents selected benefits attributable to Goal 3 in fiscal year 2013.

Table 12: Selected Goal 3 Benefits in Fiscal Year 2013

Financial benefits	<ul style="list-style-type: none"> • Reduced federal improper payments (\$1.4 billion) • Contributed to legislation requiring information reporting on payment card and third-party payment transactions (\$1.29 billion) • Influenced cancellation of DOD's investment in the Air Force's Expeditionary Combat Support System (\$493 million)
Program and Operational benefits	<ul style="list-style-type: none"> • Contributed to NASA's establishment of common measurable criteria to assess project design stability before moving to the project development process • Influenced DHS to establish department-wide processes for planning future acquisition workforce needs and coordinating current workforce initiatives • Increased reliability of cost and other financial data used to manage federal programs • Prompted OMB to direct and several agencies to implement improvements to contractor suspension and debarment programs
Testimonies	<ul style="list-style-type: none"> • Encouraging reliable and complete information to support improvements in financial and performance management • DHS's oversight of major acquisitions • Federal data transparency: opportunities remain to incorporate Recovery Act lessons learned • GAO's 2013 High-Risk Series: An Update

A summary of Goal 3 performance results and targets is shown in the following table.

Table 13: Strategic Goal 3's Annual Performance Results and Targets (dollars in billions)

Performance measures	2010 Actual ^a	2011 Actual ^a	2012 Actual	2013 Actual	2014 Target	2015 Target
Financial benefits	\$11.6	\$7.2	\$16.7	\$8.1	\$5.5	\$5.6
Program and Operational benefits	684	628	652	555	475	455
Testimonies	45	39	41	22	22	22

^a GAO's fiscal year 2010 and 2011 Goal 3 financial benefits were less than the target. Because financial benefits often result from work completed in prior years, GAO set its target based on an assessment of the progress agencies make in implementing recommendations.

Table 14 provides examples of work GAO plans to conduct during fiscal years 2014 and 2015 under Goal 3.

Table 14: Examples of Planned Work under Goal 3

Management Challenges/Risks

- Evaluate agencies' acquisition workforce, business processes, and efforts to improve competition in the procurement of goods and services
- Assess the government's use of tools and data to promote sound contract pricing and management while ensuring contractor integrity
- Identify ways for NASA to mitigate risk and improve its acquisition of major space flight projects
- Review DOD's efforts to address long-standing financial management deficiencies

Accountability

- Assess and promote use of program evaluation in program management and policy making government-wide
- Review DHS's efforts to address long-standing financial management deficiencies
- Serve as a catalyst for improving the usefulness of federal accounting, auditing, and internal control standards
- Evaluate IRS's efforts to balance a growing workload with declining resources, including the impact on reducing the tax gap

Fiscal Condition of the Government

- Conduct annual financial statement audits of the IRS, SEC, FDIC, TARP, CFPB, FHFA, Schedule of Federal Debt, and consolidated federal government financial statements, and conduct audits of federal internal controls needed to ensure accountability over resources and payments, including improper payments controls
- Review issues related to helping the federal government make better use of its budgetary resources (i.e., user fees, working capital funds, fiscal exposures, carryover balances)

Technology Assessments

- Continue work as deemed necessary by Congress on topics such as homeland security, information technology, climate change, nanotechnology, synthetic biology, and hypersonic aviation

Goal 4

GAO's fourth goal is to *maximize the value of GAO by enabling quality, timely service to Congress and being a leading practices federal agency* through an internal focus on improving efficiency and effectiveness in performing work; maintaining and enhancing a diverse workforce; expanding collaboration to promote professional standards; and being a responsible steward of resources.

The following table presents selected accomplishments attributable to Goal 4 in fiscal year 2013.

Lead GAO Team for Goal 4

Chief Administrative Officer (CAO/CFO)

Primary GAO Teams Contributing to Goal 4

Field Operations

Financial Management and Business Operations

Human Capital

Information Systems and Technology Services

Infrastructure Operations

Professional Development Program

Supporting GAO Teams

Applied Research and Methods

Audit Policy and Quality Assurance

Congressional Relations

General Counsel

Opportunity and Inclusiveness

Public Affairs

Strategic Planning and External Liaison

Table 15: Selected Goal 4 Accomplishments in Fiscal Year 2013

Enhancing support for conducting, managing, and reporting on our work	<ul style="list-style-type: none"> Continued commitment to improving and streamlining GAO's engagement processes by rolling out project management guidance and training, and adopting a standard notification letter for use agency-wide to facilitate notification to agencies of a GAO audit Developed a training program for congressional staff, which was incorporated in the House Learning Center curriculum to provide information about GAO's mission and services Created two GAO news widgets that allow users to automatically share up-to-date GAO reports and legal decisions on their own web sites and the agency's first official LinkedIn page, to further share our work
Promoting a fair and unbiased work environment	<ul style="list-style-type: none"> Implemented a new performance management system based on the results of a multi-year initiative to improve the fairness, consistency, and accuracy with which we evaluate staff Facilitated an agency-wide discussion session on race to continue to emphasize our commitment to diversity and inclusiveness
Enhancing professional standards and collaboration with others	<ul style="list-style-type: none"> Helped guide the creation of the INTOSAI Task Force on Financial Foresight Assisted in organizing GAO's first international meeting with the Supreme Audit Institution of Russia using WebEx technology, thereby eliminating the need for international travel
Improving management of key administrative processes	<ul style="list-style-type: none"> Reduced the physical footprint in GAO's field offices to achieve lease and security cost savings and enhance work-life balance opportunities through additional enhanced telework pilots Maximized GAO's travel budget by piloting and then implementing GAO-wide use of non-contract airfares, saving 23 percent on the cost of plane tickets Chartered a permanent GAO Workplace Financial Literacy Leadership committee to provide vision, direction, and oversight of GAO's financial literacy program

Table 16 provides examples of work GAO plans to conduct during fiscal years 2014 and 2015 under Goal 4.

Table 16: Planned Work under Goal 4

Human Capital Management

- Improving the efficiency and effectiveness of GAO's hiring processes to attract a talented, diverse workforce
- Enhancing our learning delivery methods for engaging and developing the workforce in a virtual environment
- Implementing the phased retirement program authorized by the Office of Personnel Management
- Continuing evaluation and expansion of GAO's telework pilot program to provide additional work-life balance and reduce operational costs

Engagement Efficiency

- Implementing GAO's new Engagement Management System (EMS) to reduce administrative burden and improve access to management information
- Modernizing GAO's content creation and dissemination process by using technology to efficiently manage content, facilitate concurrent actions, and standardize work steps
- Introducing diagnostic indicators to help GAO identify and implement engagement process improvements
- Revising GAO's product-line and communication-delivery strategies to provide GAO's message more effectively in concise, easy-to-access formats

Responsible Agency Stewardship

- Streamlining GAO's information technology infrastructure and shift to a virtualized "cloud" environment to reduce costs, improve system performance, and increase data security
 - Fully implementing a business intelligence solution which integrates engagement, human capital, and financial data to support analysis, management reporting and decision making
 - Improving the ability for GAO staff to work remotely, securely, and seamlessly from any location while maintaining quality, productivity, and efficiency
-

Management Challenges

The Comptroller General, the Executive Committee, and other senior executives identify management challenges through the agency's strategic planning, management, internal controls and budgetary processes. Under strategic Goal 4, several performance goals and underlying key efforts focus attention on each of GAO's management challenges. GAO monitors its progress in addressing these challenges through its annual performance and accountability process. Each year GAO also asks its Inspector General to examine management's assessment of the challenges and the agency's progress in addressing them.

In fiscal year 2015, GAO will continue focusing high-level management attention on human capital issues and on improving the efficiency of its engagements and its delivery of timely and quality information to the Congress.

Human Capital Management Challenge

GAO depends on a talented, diverse, high-performing, knowledge-based workforce to carry out its mission in support of the Congress. To maintain this workforce, GAO needs to address several human capital challenges and do so in a budget-constrained environment. These challenges include preparing for the retirement of many senior executives and senior staff through staff development, training and hiring efforts, maintaining a performance-based and inclusive culture that helps to motivate and retain GAO's talented and diverse workforce, and implementing policies and programs to address a range of work environment and work-life balance issues. In fiscal year 2013, GAO took several steps to address these challenges and achieved some notable accomplishments. Specifically, GAO

- identified candidates for its executive development program,

- hired new staff to fill critical skills gaps,
- completed a learning needs analysis for analysts,
- launched a new performance management system and ratified use of a new performance-based compensation system in fiscal year 2014, and
- published its first Diversity and Inclusion Strategic Plan.

Although GAO has made progress, the key human capital issue that GAO continues to face is ensuring that GAO supports the mission of the agency with the right resources, where and when they are needed, while providing meaningful rewards and implementing programs that help retain its highly skilled and diverse workforce. GAO will continue to address several of the same human capital issues in fiscal year 2014 as last year.

- **Succession planning.** Succession planning remains a critical issue. GAO's succession planning efforts will focus on developing staff through training, and implementing a phased retirement program. GAO will continue to align its employee training programs with learning needs analyses, work demands from the Congress, and the emerging areas of emphasis identified in its strategic plan. To supplement this effort GAO will continue to enhance its learning delivery methods by using available technologies, including distance learning and online courses for GAO's expanding telework populations. In addition, to help ensure that critical knowledge and expertise are not lost when its executives and senior leaders retire, GAO will implement the phased retirement program authorized by the Office of Personnel Management for the federal government. This program incentivizes participants with valuable experience to phase into retirement and provide agencies with a tool to implement succession planning through

mentoring and strengthened knowledge transfer.

- **Hiring.** GAO will continue to focus on hiring employees to the extent that its budget will support. GAO will develop plans to recruit and hire entry-level staff to help build its pipeline for the longer term. In addition, GAO's plans will include steps to hire experienced employees to address critical skills gaps. GAO will continue to maintain relationships with colleges, universities, and professional organizations to help attract talented, diverse candidates.
- **Performance-Based Compensation.** GAO is implementing a new performance-based compensation (PBC) system to reward and recognize high-performing staff and help to motivate and retain them. This system is aligned with GAO's new performance management system and linked with organizational outcomes. Based on the agreement reached with GAO's union partners, GAO will implement the new PBC system in fiscal year 2014.

GAO will continue to work with union partners and other employee advisory groups to implement human capital programs in a manner that helps meet the needs of an ever-changing workforce in a fair, equitable, and inclusive manner and helps to motivate and retain a talented and diverse workforce. Given the budget environment GAO will also look for ways to refine its processes and further leverage technology to improve the efficiency of GAO operations and make the best use of resources.

Engagement Efficiency Challenge

In fiscal year 2011, GAO identified improving the efficiency of its engagements as a new management challenge. Now in the second year focusing on this challenge, GAO continued work on a large number of projects and expanded outreach to

employees, providing them opportunities to learn about and give feedback on process improvement activities. GAO made significant progress on three major multi-year projects:

- **Engagement Process Changes:** With active involvement from GAO's managing directors, GAO identified changes to key steps and decision points in its engagement process and now has a revised engagement process that GAO will begin implementing on a pilot basis in fiscal year 2014. The revised process addresses opportunities for improvement in managing resources and cycle time, and eliminating rework.
- **Engagement Management System:** Inextricably linked to the improvements being made in GAO's engagement process is a major systems development project, the Engagement Management System (EMS), which will also be implemented on a pilot basis in fiscal year 2014. EMS will allow GAO to retire costly legacy systems, reduce rework, and substantially improve systems support, and management information. In 2013, GAO formed two groups—a business rules working group and an EMS reporting working group—that provided, respectively, discrete required data elements and management reporting capabilities that are being built into EMS for the pilot.

Publishing Reports: Another major systems project underway will dramatically improve the efficiency of GAO's content creation and management processes by standardizing, automating, and streamlining the currently cumbersome and manually-intensive processes for creating, fact-checking, and publishing GAO products. In 2013, GAO completed market research and determined that technology exists that could meet GAO's needs. GAO senior leadership expects to issue a Request for Proposal (RFP) for acquisition of a technical solution in fiscal year 2014.

Collecting Input from Experts

GAO will continue to gather information and perspectives for strategic and annual planning efforts through a series of forums, advisory boards, and panels; periodic scans of international and national issues that affect the political and social environment in which the agency works; and GAO's speakers' series. GAO's advisory boards and panels will support strategic and annual work planning by alerting GAO to issues, trends, and lessons learned across the national and international audit community that should be factored into GAO's work. During fiscal years 2014 and 2015, GAO will rely on the following:

The **Comptroller General's Advisory Board**, whose 40 or so members from the public, private, and nonprofit sectors have broad expertise in areas related to GAO's strategic objectives.

The **Domestic Working Group** composed of the Comptroller General and the heads of 18 federal, state, and local audit organizations that meet informally to exchange information and pursue opportunities to collaborate on accountability issues that affect all levels of government.

The **Global Audit Leadership Forum** provides an opportunity for selected Auditors General from around the world to informally discuss emerging issues of concern, as well as to explore ways to work more closely together.

GAO periodically conducts leadership forums and roundtables on topics affecting the federal government's role in meeting national challenges. Selected leaders and experts in various fields from the public, private and not-for-profit sectors are convened at these meetings to discuss certain key issues. The goal of each event is to produce dialogue that stimulates new partnerships and identifies actions designed to address the respective issues. A report

summarizing the discussions on a non-attribution basis and noting the participants who attended is published after each forum and roundtable. In fiscal year 2014, GAO plans to hold a forum on additive manufacturing technologies. GAO also will continue to work to improve strategic and annual work planning with a number of issue-specific and technical panels, such as the following:

The **Advisory Council on Government Auditing Standards** provides input and recommendations to the Comptroller General in his role of promulgating generally accepted government auditing standards, popularly known as "the Yellow Book." These standards provide a framework for conducting high-quality audits with competence, integrity, objectivity, and independence. Audits performed in accordance with these standards provide information used for oversight, accountability, transparency, and improvements in government programs and operations.

The **Accountability Advisory Council**, composed of experts from the financial management community, advises GAO on vital and emerging issues related to federal financial management and performance/accountability reporting, primarily in conjunction with GAO's continued efforts to audit the U.S. government's consolidated financial statements.

The **Executive Council on Information Management and Technology**, whose members are experts from the public and private sectors and representatives of related professional organizations, helps GAO to identify high-risk and emerging issues in the IT arena.

The **Comptroller General's Educators' Advisory Panel**, composed of deans, professors, and other academics from prominent universities across the United States, advises GAO on strategic planning matters and recruiting, retaining, and developing staff.

Collaborating with Other Organizations

In addition to these formal advisory bodies, GAO also networks with federal, state, local, and international officials with similar or complementary missions, notably through organizations such as the following:

The **National Intergovernmental Audit Forum** (NIAF), and 10 regional intergovernmental audit forums through which GAO will consult regularly with federal inspectors general and state and local auditors. The forum exists to improve coordination, communication, and cooperation among its members, private-sector firms, and other accountability organizations in order to address common challenges; enhance government performance, accountability, and transparency; and increase public trust.

In fiscal years 2014 and 2015, NIAF and each regional forum will hold meetings to share best practices and address common issues facing the audit community. NIAF and the Mountain Pacific Intergovernmental Audit Forum will collaborate to organize the 2014 Biennial Intergovernmental Audit Forum. In addition, in 2014, NAIF plans to ratify and begin implementing its updated strategic plan to enhance its operations over the next several years.

The **Council of Inspectors General on Integrity and Efficiency** is a federal IG coordinating council created by statute in 2008, which combines what was formerly known as the President's Council on Integrity and Efficiency and the Executive Council on Integrity and Efficiency.

GAO collaborates with this council and individual IGs to facilitate GAO's audit work, coordinate to avoid overlap and duplication of effort, and share best practices.

The **International Organization of Supreme Audit Institutions (INTOSAI)** is GAO's primary vehicle for collaborating internationally is INTOSAI, the professional

organization of the national audit offices of 191 countries, plus the European Court of Auditors and several associate members.

GAO will continue to be an active member of international teams working on INTOSAI's 2011-2016 strategic goals of enhancing (1) professional standards, (2) capacity building, (3) knowledge sharing, and (4) organizational excellence. For example, GAO participates in INTOSAI's knowledge sharing groups on public debt, information technology, environmental auditing, program evaluation, anti-money laundering and corruption, the value and benefit of SAIs, and key national indicators.

GAO chairs the newly established working group on financial modernization and regulatory reform of financial markets and institutions that will serve as a forum to share knowledge about the implementation of regulatory reforms and monitor emerging issues related to market conditions. GAO also chairs the Finance and Administration Task Force on Strategic Planning that will be responsible for coordinating the development of the next INTOSAI strategic plan for 2017-2022.

By collaborating with others, GAO plans to continue strengthening professional standards, providing technical assistance, leveraging resources, and developing and disseminating best practices. For example, in fiscal years 2014 and 2015, GAO plans to do the following:

- Lead a standing working group to coordinate and strengthen efforts to assess the progress of international and domestic reforms to regulate financial markets and institutions, as well as to help Supreme Audit Institutions (SAIs) share and access, as appropriate, timely and useful information to help evaluate responses to current market conditions or future financial crises.
- Continue to advance INTOSAI's capacity-building goal through the Comptroller General's Vice

Chairmanship of the steering committee overseeing implementation of INTOSAI-Donor Cooperation. Through a memorandum of understanding (MOU) between INTOSAI and 21 donor organizations, the initiative aims to coordinate efforts to strengthen SAIs in developing countries. GAO will continue to play a significant role in focusing the Donor Cooperation agenda and the dialogue on the most critical issues in 2014, including development of an SAI performance measurement framework and the launch of a multi-donor trust fund to serve as an additional funding mechanism to support the objectives of the MOU.

- Continue work on a global call for Donor Cooperation proposals, aimed at identifying and obtaining support for demand-led SAI capacity development initiatives. Efforts will also continue in 2014 on the International Standards of Supreme Audit Institutions (ISSAI)

Implementation Initiative, a program launched through the INTOSAI-Donor Cooperation that facilitates and supports SAIs in the implementation of INTOSAI standards.

- Continue to actively participate in development, implementation, and harmonization of ISSAI through GAO membership in the subcommittees of INTOSAI's Professional Standards Committee.
- Directly build the capacity of national audit offices around the world through GAO's 4-month International Audit Fellowship program. Since the program's inception in 1979, more than 500 officials from over 100 countries have participated. GAO has received more than 40 nominations to participate in the 2014 class.



FISCAL YEAR 2015 BUDGET REQUEST



A delegation of professionals from Kyrgyzstan was hosted in Detroit to learn about the American process of resolving ethnic issues. Here they are visiting the State Capitol in Lansing, Michigan.

I. Introduction

The Open World Leadership Center (the Center) conducts a highly successful international exchange program in the United States (U.S.) Legislative Branch and as such playing an increasingly vital role in the political landscapes of many countries throughout Eurasia and in particular, Russia and Ukraine. Significantly, the Center has supported early-career leaders who have become influential within their communities and in the national arena. Since its inception in 1999, the Center has enabled more than 20,000 current and future leaders from 15 Eurasian countries¹ to visit the U.S. for intensive engagement with American counterparts. Citizens of these countries interact with Members of Congress, Congressional staff, and thousands of private citizens from all 50 states, forging understanding and lasting bonds through this unique professional exchange.

As the Center moves further into its second decade, having built substantial expertise in conducting a program unique to the U.S. legislative branch, it continues to deliver a rich experience for program participants, who are among the most promising young professionals in their nations. Thousands of participants have given high marks to the Center for its effectiveness and quality. Our approach remains one where we will not sacrifice quality for convenience. One profound insight delegates derive from their experience in the U.S. is that elected officials truly are accessible and accountable to the citizens of their jurisdictions. Another powerful element, again consistently praised by delegates, is the impact of the 8-day home stays—delegates living with American families while in the U.S. One delegate succinctly described his trip to America on the Open World program as one of the turning points in his career, since it allowed him to see how powerful local communities could be and how much improvement they could bring to their hometown and region.² Partnerships and understanding forged between the citizens of the United States and delegates multiply the connections among their communities with profound results.

Through the years, we have carefully honed our successful program. Bearing in mind that quality will not be compromised, we will continue our trend of reducing unit cost per appropriated dollar, of adjusting the strategies for nominations to capture the youngest generation of professionals as a significant portion of finalists, of working with our many host organizers to make our programs highly relevant, and of fostering partnerships and projects involving alumni and hosts.

To this end, the Center is requesting \$8 million to continue its important work.

¹ Current Open World countries are: Armenia, Azerbaijan, Egypt, Estonia, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Mongolia, Russia, Serbia, Tajikistan, Turkey, Turkmenistan, Ukraine, and Uzbekistan.

² Panko, Valeriy, Russian participant on Accountable Governance delegation, Kansas City, Missouri, 2006.

Background

Congress launched the Center's exchanges for emerging Russian leaders in 1999, in response to a speech that Librarian of Congress James H. Billington had recently given to senior Members of Congress on the future of Russia. In 2000, Congress created a separate legislative branch entity with a public-private board of trustees to manage the exchange program. The new administering agency, the Center for Russian Leadership Development, opened its doors at the Library of Congress in October 2001. The Center was renamed the Open World Leadership Center after Congress made the other post-Soviet states, as well as Russian cultural leaders, eligible for Open World programming in 2003. One year later extended program eligibility to any other country designated by the Center's Board of Trustees.

In 2006, the Board approved new exchanges for Azerbaijan, Georgia, Kyrgyzstan, Moldova, and Tajikistan, and continued the original exchange with Russia and a program with Ukraine that had begun in 2003. The Board also approved a Strategic Plan for calendar years 2007–2011. Then, in 2007, Open World began to track results of goals laid out in the plan, including launching exchange programs for the five expansion countries approved by the Board in 2006.

With the Board's approval, in 2008 the Center initiated programs for Kazakhstan and Turkmenistan, bringing the number of countries participating in Center programs to nine. The following year, in 2009, a total of 1,390 participants came to the U.S. via the Center's exchange programs. In 2010, the year kicked-off with the first-ever hosting of parliamentarians from Azerbaijan and Moldova. State legislatures were major partners in sponsoring the delegations. That year, a total of 1,343 participants came to the U.S. through the Center's exchanges, which had a strong legislative focus.

In 2011, the Center's exchanges focused on giving delegates significant exposure to federal, state, and local legislators; the structure and functions of legislatures; and the legislative process. By the end of the year, Open World's grantee partners hosted 1,234 participants across the U.S. Also, the Center expanded its reach to Armenia, with the first group focusing on women's advocacy. Furthermore, the Center launched the Young Professionals program in 2011 with the ambitious goal of having 30 percent of all delegates be under the age of 30—a goal achieved in 2012.

In 2012, the Center inaugurated a program for Serbia in cooperation with the Department of State and with financial support from USAID. Serbian delegates were hosted in 20 U.S. cities under the broad themes of rule of law, management of cultural institutions, and the importance of civic associations in a democracy. The Center also hosted one leader from Afghanistan and one from Mongolia under a special agreement and cost arrangement with the Rumsfeld Foundation.



Turkish judge Sukru Ilci presents a book to Oklahoma Supreme Court Justice Noma Gurich in Oklahoma City.

judges from Mongolia traveled to San Diego and Los Angeles. These exchanges focused on approaches to jurisprudence with U.S. judges and the review of U.S. court activities related to the adversarial system, including jury-trial process, plea-bargaining, and alternative dispute resolution.

Program Goals

The Open World program strives to:

- Serve as a model agency in terms of efficiency, effectiveness, and transparency
- Remain a recognized resource that connects Members of Congress and their constituents to political and civic leaders of participating countries
- Adapt the Open World model to increase participation of a younger age cohort and to programs for newly selected countries

In the pursuit of these objectives, the Center has, since its 1999 inception, awarded grants for overseeing hosting to **94** organizations in **31** states. These grantee organizations host delegations themselves or award sub grants to local host organizations to do so. By 2013, more than **900** local host organizations—including universities and community colleges, Rotary clubs and other service organizations, sister-city



Organizations such as these are at the center of Open World's successful programs.

associations, and international visitor councils and other nonprofits—in all 50 states—have conducted Open World exchanges for the Center and some **7,200** American families will have hosted participants in more than **2,200** communities around the country. Tab 2 is a complete list by **State** of these grantees, local organizations, and judges who have hosted Open World delegates since its beginning.

Open World and Congress

As a U.S. Legislative Branch entity, the Open World Leadership Center actively supports the foreign relations efforts of Congress and links Congress to experienced and enthusiastic



Sen. Rob Portman greets young members of the Serbian Parliament in his D.C. office.

constituents throughout the United States who are engaged in projects and programs in Open World countries. The Open World program routinely involves Members in its hosting activities and is responsive to Congressional priorities. In 2013, nearly 80 per cent of program participants met with Members of Congress and Congressional staff during their U.S. exchanges. These meetings with Members and their staff have a profound impact on our

delegates who marvel that such meetings can even take place. They are illustrative of the basic American right of representation and truly affect the delegate from a country where such access is unheard of.

The Center also regularly consults with the Commission on Security and Cooperation in Europe, the Congressional Ukrainian Caucus, the Congressional Albanian Issues Caucus, the Congressional Moldova Caucus, the Congressional Mongolia Caucus, other Congressional entities, and individual Members with specific interests in Open World countries or thematic areas.



A delegation of professionals charged with caring for visually impaired children visit Rep. Steve Daines' office in D.C. before traveling to Great Falls, Montana.

II. Program Overview

Open World's 2014 Activities and Plans for 2015

For 2014, Open World is continuing to host in thematic areas that advance U.S. national interests in general, and Congressional interests in particular, and that generate concrete results while strengthening the ties between American communities and their partners abroad. This programming emphasizes and builds on Open World's incremental successes in the fields of governance (focusing on the legislative branch's role in helping to bring about good governance

and affecting public policy), the rule of law, economic development, human-trafficking prevention and prosecution. In addition, the Center also plans to restart its nonproliferation programming for Russia, renew our program in the strategic country of Azerbaijan, and intensify our work in eastern Ukraine and Crimea. As always, the impact of legislation and the legislative process and how they play a role in every aspect of society will be an emphasis of programming.

Open World, through private funding, will continue to develop its more than 20,000-person-strong alumni network by making use of social media and technology in the official languages of Open World countries, and holding timely forums in areas that are relevant to



Wilson Center Director and former Congresswoman Jane Harmon greets young women leaders.

program alumni. This alumni network plays a major role in maintaining program momentum and vibrancy by helping to identify new emerging leaders who might participate in Open World. Alumni are also central to furthering projects and partnerships that demand regular and effective communication. The communications technology that Open World has set up enables these relationships to thrive in a cost-effective manner during these times of budgetary constraints. In addition, this network serves the U.S. Missions in all participating countries by making the network available for diplomatic site visits, alumni

programming, and by providing first hand access to policy makers and other analysts.

In the coming years, the Center will host additional members from the legislatures of participating countries, and will include participants from various youth legislatures as we continually increase the percentage of delegates that are 35 and younger. This programming will be responsive to Congressional requests and stated interests. Beginning in February this year, the Center will host nine groups of Russian legislators/young legislators, with one of the delegations consisting of State Duma (House) staffers. In March, we will be bringing four groups of Ukrainian legislators and in May a delegation of national-level Parliamentarians from Moldova. In addition, tentative plans have been made to host national level legislators from Georgia, Kazakhstan, Kosovo, Moldova, Mongolia, and Serbia in the coming year. In its efforts to serve Congress, Open World has also been in discussions with the House Democracy Partnership to define the important role Open World may play in its administrative activities.

The Center finalized its FY 2012-2016 Strategic Plan and it was approved by its Board of Trustees on February 4, 2014. The Plan focuses on making the Center an even more valuable resource for Congress and its constituents, and emphasizes an effort to continually improve upon the quality and effectiveness of its programming. The Center was very happy to welcome new Board members Senator Martin Heinrich, and Representatives Tom Cole, James Moran, and Jeff Fortenberry in 2013, and will continue to work closely with them in the coming years. With funding in 2015 at the requested level, Open World will continue to share America's democratic

processes and institutions, to send hundreds of participants to homes throughout the United States, to develop and foster substantive bi-lateral civic partnerships, and to share the American experience with a new generation of leaders in countries of key strategic importance.



Inaugural delegation of Nelson Fellows – a program created to honor the work of long-time Open World Board Member, Senator Ben Nelson.

III. Budget Request Detail

Open World spends its appropriation in three categories: Direct Program Costs and Salary/Benefits and Other Administration Costs. Direct Program Costs include: a logistical coordinator contract; grants to host delegations in the United States; and a certain percentage of the salary and benefits of the Center's D.C. and Moscow staff as follows:

Executive Director*	— Senior Level
Deputy Executive Director	— GS 15
Public Affairs Officer	— GS 13
Program Managers (3)	— GS 13
Congressional Relations Officer	— GS11
Administrative Specialist*	— GS 9
Foreign Service National (FSN) (1)	

*Part-time positions

This is the minimum staff level required to manage 1,200 or more participants in a program year. Each Program Manager handles between five and eight grantees and between 400 and 450 participants. They coordinate all details of the delegation from initial nominations, selection and vetting; approving the Washington, DC orientation agenda and planning and monitoring activities in the host community. The employee in the U.S. Embassy in Moscow is critical for coordinating nominations and selections, program development, and relations with in-country officials.

The Center's fiscal year 2015 budget request breaks down as follows:

A. Direct Program	—	\$ 7,800,000
Logistical Contract		4,700,000
Grants/Other Hosting Costs		3,100,000

The logistical services contract with a Washington-based NGO is the single largest expenditure at Open World. This contractor is tasked with obtaining visas and other travel documents; arranging and purchasing airfare and orientation accommodations; planning and executing the two-day D.C. orientation, and coordinating with grantees and placing delegates in American host cities, among a host of other duties.



A Ukrainian delegation in Akron, Ohio gathers with their host families on their last night together.

“Grants/Other Hosting Costs” refer to national and local hosting organizations (such as Rotary International, Friendship Force International, and community colleges) that plan and execute an 8-day local program for each delegation. This category also includes agreements with other agencies to execute programs and costs associated with the Center’s own management of delegations (usually in tandem with an Embassy).

B. Administration — \$ 1,337,000

Salary/Benefits	940,000
Office/Administration	397,000

This category includes all staff salaries and benefits, an interagency agreement with the Library of Congress for infrastructure services, small contracts for professional services, postage, printing, web services, telephone, cell phones, and office supplies and materials. The Center benefits from lower administrative costs due to its physical location in the Library of Congress.

TOTAL BUDGET: \$9,137,000³

In this lean fiscal environment, we are committed to keeping costs down while maintaining program quality. After an inevitable series of budget cuts, however, the Center faced a critical state: reduced funding did not diminish our mission. To that end, we sought to

³The amount shown here over \$8 million will be covered by revenue income, interagency transfers, and other offsets

prioritize (not all countries yielded the same results, so the Center sought to focus its efforts on the more productive ones); to **consolidate** (there were a number of steps we could take to eliminate poor use of staffing, for example, consolidating some travel dates for more effective use of resources); and to **collaborate** (where our mission complemented another agency's mission, we sought stronger and more frequent funding partnerships with other U.S. government agencies).

In the interest of maximum efficiency and effectiveness, then, the Center's budget request of **\$8 million** is based on bringing at least 1,200 participants in 2015. Coupled with our efforts to remain highly efficient and effective, we have developed strategies for increasing cost-shares with hosting organizations, foreign entities, and other partners that make it possible to increase that target number of 1,200 to 1,400 in 2015 with the same congressional appropriation.

III. Conclusion

As details emerge regarding the forces of change in Ukraine, Turkey, and Egypt, it is time to highlight best practices of American democracy at the grassroots level abroad, specifically in the Eurasian region. The Open World Leadership Center is in a unique position to do this. In addition to building strong interpersonal relationships between visiting delegations and their host families, the Open World program establishes an international peer network of up-and-coming professional and government leaders in participating countries. By facilitating communications and supporting program development within the network, Open World can highlight specific US policies as models of good governance for emerging democracies.

At this crucial time, the Open World program offers key branding opportunities among the next generation of leaders in key regions for the role of the US as a world leader. To counter the image being spread by "radicals" in war-torn countries, participants of Open World programs can point to specific elements of U.S. policies and procedures, in government, private and social sectors, as positive examples of American values.



A Sacramento student association leader explains California's legislation known as the DREAM Act to a delegation of Tajik university leaders.

John C. Stennis Center for Public Service
FY 2015 Budget Request



Stennis Center for Public Service Leadership
Congressional Staff Training and Development
Budget Request for Fiscal Year 2015

Introduction

Congress created the John C. Stennis Center for Public Service Leadership in 1988 (PL 100-458) as an agency of the Legislative Branch specifically to promote and strengthen public service leadership in America. It is governed by a Board of Directors¹ appointed by the Speaker and the Minority Leader of the House and by the Majority and Minority Leaders of the Senate and is located in Starkville, Mississippi with an office in Washington, DC.

Congressional Staff Training and Development activities are the focal point for the Stennis Center's work. The core of this effort is a unique bipartisan, bicameral leadership development program for senior-level Congressional staff known as the Stennis Congressional Staff Fellows program. Since the program began in the 103rd Congress, work with Congressional staff has been expanded to include a mentoring program for junior staff and a program on Congressional operations for summer interns working in Congressional offices. The Stennis Center also conducts programs connecting Congressional staff leaders with military leaders as well as a variety of learning opportunities presented to Congressional staff during each Congress.

The Stennis Fellows program brings together House and Senate chiefs of staff, committee staff directors, legislative directors and other professional staff leaders in an extensive leadership development program focused on the role of Congress as a vital institution of American democracy. Each Congress, an independent committee selects up to 34 Congressional staff leaders nominated by Members of Congress. The aim of the program is to strengthen the capacity of these senior-level staffers to confront the challenges facing the Legislative Branch and thereby to better serve Members and their constituents.

This program is similar to executive development programs available in the Executive Branch and in the private sector, but it is designed specifically for the unique needs of senior-level staff leaders in Congress. By bringing together Congressional staff expressly to strengthen their leadership skills and to build bipartisan, bicameral relationships, the program fills a need that is not addressed by any other program. To date, nearly 300 Stennis Fellows have participated in the program, many of whom continue to be involved in the Center's activities as Senior Stennis Fellows.

One of the ways in which Senior Stennis Fellows continue to support Congressional public service leadership is through the Emerging Congressional Staff Leaders program. Begun in the 106th Congress, this mentoring program was created for staff members who have served less than five years on Capitol Hill but have demonstrated a commitment to Congress and potential for future leadership. Senior Fellows serve as mentors to Emerging Leaders, providing guidance and insights that enable Emerging Leaders to strengthen their leadership potential and better serve their Member or Committee. The Emerging Leaders also develop strong and meaningful

bonds throughout the course of the program that bridge party and chamber boundaries. One hundred young staffers have participated in this program since its inception.

Additionally, the Stennis Center conducts a program for selected summer interns in the Congress that enhances their intern experience. Senior Stennis Fellows share their insights and expertise with these promising young leaders through a series of forums and interactive experiences that reveal both the real workings of the Congress as well as the challenges and rewards of Congressional public service. Since the program began in 2003, some 316 Congressional interns have participated.

The Stennis Center also provides other learning opportunities for senior staff, including programs for Senior Stennis Fellows. For example, senior Congressional staff members are regularly brought together with senior military leaders to build relationships and to facilitate a mutual understanding of their respective civilian and military cultures. Joint programs have also been conducted with the Wharton School at the University of Pennsylvania and with the Truman Scholars program at the Harry S. Truman Scholarship Foundation bringing senior Congressional staff together with upcoming business leaders and public service scholars respectively.

FY 2015 Budget Request: \$430,000

In addition to the Congressional Staff Training and Development activities, the Stennis Center conducts a wide array of programs ranging from leadership development for promising high school students and women in public service to programs for Members of Congress. While most Stennis Center programs are funded from interest earned on the Stennis Center's \$7.5 million trust fund established by Congress in 1988, Congress began funding the Stennis Center's Congressional staff leadership development programs in FY 2006 through an annual appropriation (as authorized in 2 USC 1109). This annual funding was necessitated by a decline in interest income from the trust fund, which is required to be invested in U.S. Treasury securities. Interest income had declined from 9.125 percent when the fund was established to 3.5 percent in 2006. As interest rates have continued to decline (currently at 1.875 percent), the annual appropriation for Congressional staff training and development has become critical to enabling the Stennis Center to maintain its commitment to the Congressional staff leadership programs without eliminating other programs.

The Congressional Staff Training and Development activities are conducted in a 2-year cycle that corresponds to the Congressional calendar. Because of this, expenses for the programs generally peak during the second session of Congress. In FY 2013, the first session of the 113th Congress, the \$430,000 appropriation was approximately equal to program costs. In FY 2014, total expenses are expected to be approximately \$489,000. This shortfall in the annual appropriation will be covered by earnings from the trust fund. In FY 2015, the \$430,000 request will again approximately equal program costs.

The Stennis Center strives to present the highest quality programs for Congressional staff at the lowest possible cost. The \$430,000 appropriated by Congress for these programs in FY 2014 helped provide the employment of staff to conduct the programs totaling \$170,000; direct program costs for programs including speakers, facilities, travel, food and lodging at \$215,000;

office lease and utilities at \$40,000; printing, copying and postage at \$2,000; and equipment and supplies at \$3,000.

The Stennis Center has reduced staff and cut costs in its other programs to meet the challenge of declining funding from historically low interest earnings on the trust fund. The \$430,000 appropriations request is essential to enable the Stennis Center to continue to provide leadership training and development opportunities to Congressional staff as mandated by its authorizing legislation. Without the appropriation, the highly successful Congressional Staff Fellows, Emerging Leaders, and Congressional Intern programs would be severely reduced, if not eliminated. The only way to continue the Congressional staff training and development programs would be to eliminate programs for high school and college students and leadership development programs for other public servants where work is also needed and is, in fact, also required by the mandated mission of the Stennis Center.

FY 2015 Budget Request Detail

Congressional Staff Programs (by Program Activity)

Stennis Congressional Staff Fellows Program	\$272,000
Emerging Congressional Staff Leaders Program	\$ 34,000
Stennis Leadership Program for Congressional Interns	\$ 35,000
Civil-Military Leadership Program for Members and Staff	\$ 32,000
Senior Stennis Congressional Staff Fellows Program	<u>\$ 57,000</u>
Total	\$430,000

(by Object Classification)

Personnel	\$170,000
Direct Program Costs (including speakers, facilities, travel, food and lodging)	214,700
Office Lease and Utilities	40,900
Printing, Copying and Postage	2,000
Equipment and Supplies	<u>2,400</u>
Total	\$430,000

Conclusion

As a Legislative Branch agency established to promote and strengthen public service leadership, the Stennis Center is uniquely positioned to provide leadership development opportunities for Congressional staff. Like their counterparts in the Executive Branch and similar to professionals in the private sector, Congressional staff leaders benefit from opportunities to strengthen their skills through leadership development. Furthermore, the design of Congressional staff

leadership development programs enables staff leaders across chamber and party lines to learn from each other and build relationships that would not otherwise be possible.

While the individual Congressional staff leaders who participate in Stennis Center programs benefit greatly from the experience, there are also significant benefits to the Members of Congress they serve, and to citizens, as these key public service leaders strengthen their leadership skills. And perhaps there is no greater beneficiary than the institution they serve – the United States Congress. The primary focus on the program is to strengthen the effectiveness of Congress to fulfill its Constitutional role as an institution of American democracy. To meet the demands and complexities of a rapidly changing nation, Congressional staff leaders must continually sharpen their leadership skills and expand their understanding.

The Stennis Center will use the \$430,000 appropriation requested to accomplish its Congressional mandate to provide Congressional staff training and development opportunities while it continues to achieve its broader mission to promote and strengthen public service leadership in America. We are grateful for the opportunity to work with such highly-qualified individuals who are committed to public service leadership in the Legislative Branch and who are eager for opportunities to further develop their leadership abilities.

¹ – List of current board members.

Marsha Blackburn
U.S. Representative from Tennessee

Rex G. Buffington, II
Executive Director of the Stennis Center for Public Service

Travis W. Childers (VICE CHAIR)
Former U.S. Representative from Mississippi

Mike Moore (CHAIRMAN)
Former Attorney General of Mississippi

Terri A. Sewell
U.S. Representative from Alabama

William F. Winter
Former Governor of Mississippi

