

LEGISLATIVE BRANCH APPROPRIATIONS
FOR 2016

HEARINGS
BEFORE THE
COMMITTEE ON APPROPRIATIONS
HOUSE OF REPRESENTATIVES
ONE HUNDRED FOURTEENTH CONGRESS
FIRST SESSION

SUBCOMMITTEE ON LEGISLATIVE BRANCH

TOM GRAVES, Georgia, Chairman

MARK E. AMODEI, Nevada
E. SCOTT RIGELL, Virginia
DAVID YOUNG, Iowa
EVAN H. JENKINS, West Virginia

DEBBIE WASSERMAN SCHULTZ, Florida
SAM FARR, California
BETTY MCCOLLUM, Minnesota

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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Printed for the use of the Committee on Appropriations

U.S. GOVERNMENT PUBLISHING OFFICE

WASHINGTON 2015

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COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2015 AND
 THE BUDGET REQUEST FOR 2016
 (Amounts in Thousands of Dollars)

	FY 2015 Enacted	FY 2016 Request	Request vs. Enacted

TITLE I - LEGISLATIVE BRANCH			
HOUSE OF REPRESENTATIVES			
Salaries and Expenses			
House Leadership Offices			
Office of the Speaker.....	6,645	6,645	---
Office of the Majority Floor Leader.....	2,180	2,180	---
Office of the Minority Floor Leader.....	7,114	7,114	---
Office of the Majority Whip.....	1,887	1,887	---
Office of the Minority Whip.....	1,460	1,460	---
Republican Conference.....	1,505	1,505	---
Democratic Caucus.....	1,487	1,487	---
	-----	-----	
Subtotal, House Leadership Offices.....	22,278	22,278	---

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2015 AND
THE BUDGET REQUEST FOR 2016
(Amounts in Thousands of Dollars)

	FY 2015 Enacted	FY 2016 Request	Request vs. Enacted
Members' Representational Allowances Including Members' Clerk Hire, Official Expenses of Members, and Official Mail	554,318	554,318	---
Committee Employees			
Standing Committees, Special and Select Committee on Appropriations (including studies and investigations)	123,903	123,903	---
Subtotal, Committee employees	147,174	147,174	---
Salaries, Officers and Employees			
Office of the Clerk	24,009	24,981	+972
Office of the Sergeant at Arms	11,927	14,827	+2,900
Office of the Chief Administrative Officer	113,100	117,165	+4,065
Office of the Inspector General	4,742	4,742	---
Office of General Counsel	1,341	1,413	+72
Office of the Parliamentarian	1,952	1,975	+23
Office of the Law Revision Counsel of the House	4,088	3,120	-968
Office of the Legislative Counsel of the House	8,893	8,353	-540
Office of Interparliamentary Affairs	814	814	---
Other authorized employees	479	479	---
Subtotal, Salaries, officers and employees	171,345	177,869	+6,524

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2015 AND
THE BUDGET REQUEST FOR 2016
(Amounts in Thousands of Dollars)

	FY 2015 Enacted	FY 2016 Request	Request vs. Enacted
<hr style="border-top: 1px dashed black;"/>			
Allowances and Expenses			
Supplies, materials, administrative costs and Federal tort claims.....	4,153	3,625	-528
Official mail for committees, leadership offices, and administrative offices of the House.....	190	190	---
Government contributions.....	256,636	252,164	-4,472
Business Continuity and Disaster Recovery.....	16,217	16,289	+72
Transition activities.....	3,737	2,084	-1,653
Wounded Warrior program.....	2,500	2,500	---
Office of Congressional Ethic.....	1,467	1,524	+57
Miscellaneous items.....	720	720	---
<hr style="border-top: 1px dashed black;"/>			
Subtotal, Allowances and expenses.....	285,620	279,096	-6,524
<hr style="border-top: 1px dashed black;"/>			
Total, House of Representatives.....	1,180,735	1,180,735	---
JOINT ITEMS			
Joint Economic Committee.....	4,203	4,282	+79
Joint Committee on Taxation.....	10,095	10,300	+205
Office of the Attending Physician			
Medical supplies, equipment, expenses, and allowances. Office of Congressional Accessibility Services.....	3,371	3,797	+426
	1,387	1,423	+36
<hr style="border-top: 1px dashed black;"/>			
Total, Joint items.....	19,056	19,802	+746

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2015 AND
 THE BUDGET REQUEST FOR 2016
 (Amounts in Thousands of Dollars)

	FY 2015 Enacted	FY 2016 Request	Request vs. Enacted

CAPITOL POLICE			
Salaries.....	286,500	307,428	+20,928
General expenses.....	61,459	71,472	+10,013
	=====	=====	=====
Total, Capitol Police.....	347,959	378,900	+30,941
OFFICE OF COMPLIANCE			
Salaries and expenses.....	3,959	4,020	+61
CONGRESSIONAL BUDGET OFFICE			
Salaries and expenses.....	45,700	47,270	+1,570

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2015 AND
 THE BUDGET REQUEST FOR 2016
 (Amounts in Thousands of Dollars)

	FY 2015 Enacted	FY 2016 Request	Request vs. Enacted
ARCHITECT OF THE CAPITOL			
General administration 1/.....	91,455	95,396	+3,941
Capitol building.....	54,665	58,052	+3,387
Capitol grounds.....	11,973	15,273	+3,300
House of Representatives buildings:			
House office buildings.....	89,447	90,282	+835
House Historic Buildings Revitalization Trust Fund	70,000	70,000	---
Capitol Power Plant.....	99,652	129,803	+30,151
Offsetting collections.....	-9,000	-9,000	---
Subtotal, Capitol Power Plant.....	90,652	120,803	+30,151
Library buildings and grounds.....	42,180	65,801	+23,621
Capitol police buildings, grounds, and security.....	19,159	28,247	+9,088
Botanic Garden.....	15,573	12,113	-3,460
Capitol Visitor Center (CVC):			
CVC operations.....	20,844	21,043	+199
Total, Architect of the Capitol.....	505,948	577,010	+71,062

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2015 AND
THE BUDGET REQUEST FOR 2016
(Amounts in Thousands of Dollars)

	FY 2015 Enacted	FY 2016 Request	Request vs. Enacted
<hr/>			
LIBRARY OF CONGRESS			
Salaries and expenses.....	419,357	444,370	+25,013
Authority to spend receipts.....	-6,350	-6,350	---
	-----	-----	-----
Subtotal, Salaries and expenses.....	413,007	438,020	+25,013
Copyright Office, Salaries and expenses.....	54,303	58,875	+4,572
Authority to spend receipts.....	-33,582	-35,777	-2,195
	-----	-----	-----
Subtotal, Copyright Office.....	20,721	23,098	+2,377
Congressional Research Service, Salaries and expenses. Books for the blind and physically handicapped, Salaries and expenses.....	106,945	111,956	+5,011
	-----	-----	-----
Total, Library of Congress.....	590,921	624,502	+33,581
<hr/>			
GOVERNMENT PUBLISHING OFFICE			
Congressional publishing	79,736	79,736	---
Public Information Programs of the Superintendent of Documents, Salaries and expenses	31,500	30,500	-1,000
Government Publishing Office Business Operations Revolving Fund	8,757	9,764	+1,007
	=====	=====	=====
Total, Government Publishing Office	119,993	120,000	+7

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2015 AND
 THE BUDGET REQUEST FOR 2016
 (Amounts in Thousands of Dollars)

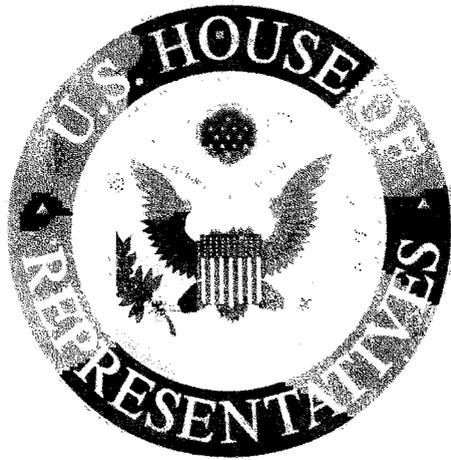
	FY 2015 Enacted	FY 2016 Request	Request vs. Enacted
GOVERNMENT ACCOUNTABILITY OFFICE			
Salaries and expenses.....	545,750	578,508	+32,758
Offsetting collections.....	-23,750	-25,450	-1,700
Total, Government Accountability Office.....	522,000	553,058	+31,058
OPEN WORLD LEADERSHIP CENTER TRUST FUND			
Payment to the Open World Leadership Center Trust Fund.....	5,700	8,000	+2,300
JOHN C. STENNIS CENTER FOR PUBLIC SERVICE TRAINING AND DEVELOPMENT			
Stennis Center for Public Service.....	430	430	---
GENERAL PROVISIONS			
Scorekeeping adjustment (CBO estimate).....	-1,000	---	+1,000
Grand total.....	3,341,401	3,513,727	+172,326
Discretionary.....	(3,341,401)	(3,513,727)	(+172,326)

1/ Budget Request proposes "Capitol Construction and Operations"

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 2015 AND
 THE BUDGET REQUEST FOR 2016
 (Amounts in Thousands of Dollars)

	FY 2015 Enacted	FY 2016 Request	Request vs. Enacted
RECAPITULATION			
House of Representatives.....	1,180,735	1,180,735	---
Joint Items.....	19,056	19,802	+746
Capitol Police.....	347,959	378,900	+30,941
Office of Compliance.....	3,959	4,020	+61
Congressional Budget Office.....	45,700	47,270	+1,570
Architect of the Capitol.....	505,948	577,010	+71,062
Library of Congress.....	590,921	624,502	+33,581
Government Publishing Office.....	119,993	120,000	+7
Government Accountability Office.....	522,000	553,058	+31,058
Open World Leadership Center.....	5,700	8,000	+2,300
Stennis Center for Public Service.....	430	430	---
General Provisions.....	-1,000	---	+1,000
Grand total.....	3,341,401	3,513,727	+172,326
Discretionary.....	(3,341,401)	(3,513,727)	(+172,326)

FY 2016



Budget Justification

FY 2016 U.S. House of Representatives Budget Justification
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FISCAL YEAR 2016 BUDGET JUSTIFICATION SUMMARY

For salaries and expenses of the House of Representatives, \$1.181 billion (excluding Joint Items) which is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

Mandatory (Personnel & Benefit) Changes: Increase of \$1.330 million

The FY'16 Personnel increase for U.S. House of Representatives Salaries and Expenses (excluding Joint Items) are attributed to variances in following categories:

- Base Adjustment – \$0.379 million
- Personnel Benefits – (\$4.472) million
- Cost of Living Adjustments (COLAs) - \$3.593 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 – \$0.789 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 – \$.017 million
- Overtime Pay – \$1.011 million
- Reclassifications - \$0.012 million

House Positions Summary

US House of Representatives Accounts (excluding Joint Items)	FY 2015	FY 2016	
	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	1,209	1,209	0
Allowances and Expenses	60	60	0
Total Positions	12,848	12,848	0

Price Level Increases: Increase of \$0.154 million

This non-personnel 1.9 percent increase was applied to various House Accounts throughout this request.

Program Changes: Decrease of (\$1.484) million

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

US House of Representatives Accounts: (excluding Joint Items)	FY 2015 Enacted (\$000)	FY 2016 Estimate (\$000)	Variance (\$000)
House Leadership Offices	\$1,230	\$1,230	\$0
Members' Representational Allowances	\$137,651	\$137,651	\$0
Standing Committees, Special & Select	\$11,989	\$10,079	(\$1,910)
Committee on Appropriations	\$2,382	\$1,863	(\$519)
Salaries, Officers and Employees	\$60,626	\$63,748	\$3,121
Allowances and Expenses	\$25,637	\$23,461	(\$2,176)
Total Program Changes	\$239,516	\$238,032	(\$1,484)

House Three Year Comparative Summary Table

House Accounts	FY 2014 Actuals	FY 2015 Enacted	FY 2016 Estimate	\$ change	% change
				(FY 2015 Enacted	(FY 2015 Enacted
				vs FY 2016 Estimate)	vs FY 2016 Estimate)
Speaker	\$4,407,048	\$6,645,417	\$6,645,417	\$0	0%
Majority Floor Leader	\$1,624,179	\$2,180,048	\$2,180,048	\$0	0%
Minority Floor Leader	\$4,929,196	\$7,114,471	\$7,114,471	\$0	0%
Majority Whip	\$1,182,728	\$1,886,632	\$1,886,632	\$0	0%
Minority Whip	\$926,912	\$1,459,639	\$1,459,639	\$0	0%
Republican Conference	\$1,044,926	\$1,505,426	\$1,505,426	\$0	0%
Democratic Caucus	\$973,372	\$1,487,258	\$1,487,258	\$0	0%
TOTAL LEADERSHIP OFFICES	\$15,088,361	\$22,278,891	\$22,278,891	\$0	0%
TOTAL MEMBERS' REPRESENTATIONAL ALLOWANCES	\$526,253,784	\$554,317,732	\$554,317,732	\$0	0%
<i>Standing Committees, Special And Select Hearing Room Renovations</i>	<i>\$113,725,652</i>	<i>\$121,603,173</i>	<i>\$121,603,173</i>	<i>\$0</i>	<i>0%</i>
TOTAL STANDING COMMITTEES	\$113,993,212	\$123,903,173	\$123,903,173	\$0	0%
TOTAL COMMITTEE ON APPROPRIATIONS	\$16,972,109	\$23,271,004	\$23,271,004	\$0	0%
Clerk of the House	\$21,090,384	\$24,009,473	\$24,980,898	\$971,425	4.05%
Sergeant At Arms	\$10,593,750	\$11,926,729	\$14,827,120	\$2,900,391	24.32%
Chief Administrative Officer	\$92,280,258	\$113,100,000	\$117,165,000	\$4,065,000	3.59%
Inspector General	\$3,419,201	\$4,741,809	\$4,741,809	\$0	0%
General Counsel	\$1,280,022	\$1,340,987	\$1,413,450	\$72,463	5.4%
Parliamentarian	\$1,721,861	\$1,952,249	\$1,974,606	\$22,357	1.15%
Law Revision Counsel	\$2,363,841	\$4,087,587	\$3,119,766	(\$967,821)	(23.68%)
Legislative Counsel	\$7,668,788	\$8,892,975	\$8,352,975	(\$540,000)	(6.07%)
Office of Interparliamentary Affairs	\$308,521	\$814,069	\$814,069	\$0	0%
Other Authorized Employees	\$434,107	\$478,986	\$478,986	\$0	0%
TOTAL SALARIES, OFFICERS & EMPLOYEES	\$141,160,733	\$171,344,864	\$177,868,679	\$6,523,815	3.81%
Supplies and Materials	\$2,502,789	\$4,152,789	\$3,625,236	(\$527,553)	(12.7%)
Official Mail (non members)	\$91,606	\$190,486	\$190,486	\$0	0%
Government Contributions	\$234,503,653	\$256,635,776	\$252,163,773	(\$4,472,003)	(1.74%)
Transition Activities	\$14,985	\$3,737,000	\$2,084,000	(\$1,653,000)	(44.23%)
Wounded Warrior Program	\$1,905,893	\$2,500,000	\$2,500,000	\$0	0%
Office of Congressional Ethics	\$1,319,830	\$1,467,030	\$1,523,779	\$56,749	3.87%
Business Continuity / Disaster Recovery	\$9,354,650	\$16,217,008	\$16,289,000	\$71,992	0.44%
Miscellaneous Items	\$640,726	\$720,247	\$720,247	\$0	0%
TOTAL ALLOWANCES & EXPENSES	\$250,334,132	\$285,620,336	\$279,096,521	(\$6,523,815)	(2.28%)
GRAND TOTAL - U.S. HOUSE OF REPRESENTATIVES	\$1,063,802,331	\$1,180,736,000	\$1,180,736,000	\$0	0%
JOINT ITEMS					
Joint Committee on Taxation	\$9,468,990	\$10,095,000	\$10,300,000	\$205,000	2.03%
Attending Physician	\$2,907,087	\$3,371,000	\$3,797,100	\$426,100	12.64%
TOTAL JOINT ITEMS	\$12,376,077	\$13,466,000	\$14,097,100	\$631,100	4.69%
TOTAL - U.S. HOUSE OF REPS & JOINT ITEMS	\$1,076,178,408	\$1,194,202,000	\$1,194,833,100	\$631,100	0.05%

SCHEDULE A -- HOUSE SUMMARY

Pg 1 of 2

HOUSE OF REPRESENTATIVES
HOUSE SUMMARY

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)
Payment to Widows and Heirs of Deceased Members of Congress	174			
House Leadership Offices	15,088	22,279	22,279	
Members' Representational Allowances	526,254	554,318	554,318	-
Standing Committees, Special and Select Committee on Appropriations	113,993	123,903	123,903	
Salaries, Officers and Employees	16,972	23,271	23,271	-
Allowances and Expenses	141,161	171,345	177,869	6,524
	250,334	285,620	279,097	(6,524)
Total House of Representatives	1,063,976	1,180,736	1,180,736	
1100 Personnel Compensation	633,486	684,584	690,386	5,802
1200 Personnel Benefits	233,330	256,691	252,219	(4,472)
1300 Benefits to Former Personnel	1,343	400	400	
2100 Travel	21,803	25,529	24,893	(635)
2200 Transportation of Things	49	68	69	2
2300 Rent, Communications, Utilities	69,080	70,583	68,992	(1,591)
2400 Printing and Reproduction	16,934	15,985	15,943	(42)
2500 Other Services	44,860	59,021	56,694	(2,328)
2600 Supplies and Materials	15,994	20,166	21,905	1,740
3100 Equipment	27,089	47,701	49,226	1,525
4200 Insurance Claims/Indemnities	8	8	8	
Total House of Representatives	1,063,976	1,180,736	1,180,736	

SCHEDULE A – HOUSE SUMMARY

Pg. 2 of 2

HOUSE OF REPRESENTATIVES
HOUSE SUMMARY (POSITIONS)

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change
Payment to Widows and Heirs of Deceased				
Members of Congress				
House Leadership Offices	223	245	245	
Members' Representational Allowances	7,334	9,702	9,702	
Standing Committees, Special & Select	1,084	1,412	1,412	
Committee on Appropriations	155	220	220	
Salaries, Officers and Employees	1,024	1,209	1,209	
Allowances and Expenses	47	60	60	
Total House of Representatives	9,867	12,848	12,848	

SCHEDULE A - JOINT ITEMS SUMMARY

Pg. 1 of 2

HOUSE OF REPRESENTATIVES
JOINT ITEMS SUMMARY

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)
Joint Committee on Taxation	9,469	10,095	10,300	205
Office of Attending Physician	2,907	3,371	3,797	426
Total Joint Items	12,376	13,466	14,097	631
1100 Personnel Compensation	7,999	9,091	8,815	(276)
1200 Personnel Benefits	158	162	162	
1300 Benefits to Former Personnel	-	-	-	-
2100 Travel	8	67	94	27
2200 Transportation of Things			8	8
2300 Rent, Communications, Utilities	151	205	332	127
2400 Printing and Reproduction	5	9	6	(3)
2500 Other Services	2,362	2,744	3,042	298
2600 Supplies and Materials	767	767	959	192
3100 Equipment	927	421	679	258
4200 Insurance Claims/Indemnities				
Total Joint Items	12,376	13,466	14,097	631

SCHEDULE A – JOINT ITEMS SUMMARY
Pg. 2 of 2

HOUSE OF REPRESENTATIVES
JOIN ITEMS SUMMARY (POSITIONS)

	FY 2014 Actuals	FY 2015 Enacted	FY 2016 Estimate	FY 2016 vs. FY 2015 Net Change
Joint Committee on Taxation	62	77	77	
Office of Attending Physician	[18]	[18]	[18]	
Total Joint Items	62	77	77	

SCHEDULE A – HOUSE AND JOINT ITEMS SUMMARY

Pg. 1 of 3

HOUSE OF REPRESENTATIVES
HOUSE AND JOINT ITEMS SUMMARY

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)
Payments to Widows and Heirs of Deceased Members of Congress	174			
House Leadership Offices	15,088	22,279	22,279	
Members' Representational Allowances	526,254	554,318	554,318	
Standing Committees, Special & Select	113,993	123,903	123,903	
Committee on Appropriations	16,972	23,271	23,271	-
Salaries, Officers and Employees	141,161	171,345	177,869	6,524
Allowances and Expenses	250,334	285,620	279,097	(6,524)
Total House of Representatives	1,063,976	1,180,736	1,180,736	
Joint Items-House				
Joint Committee on Taxation	9,469	10,095	10,300	205
Office of Attending Physician	2,907	3,371	3,797	426
Total Joint items	12,376	13,466	14,097	631
Total House and Joint	1,076,352	1,194,202	1,194,833	631

SCHEDULE A – HOUSE AND JOINT ITEMS SUMMARY
Pg. 2 of 3

HOUSE OF REPRESENTATIVES
HOUSE AND JOINT SUMMARY

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)
1100 Personnel Compensation	641,485	693,675	699,201	5,526
1200 Personnel Benefits	233,487	256,853	252,381	(4,472)
1300 Benefits to Former Personnel	1,343	400	400	-
2100 Travel	21,811	25,596	24,987	(608)
2200 Transportation of Things	49	68	77	10
2300 Rent, Communications, Utilities	69,231	70,788	69,324	(1,464)
2400 Printing and Reproduction	16,939	15,994	15,949	(45)
2500 Other Services	47,222	61,765	59,735	(2,030)
2600 Supplies and Materials	16,761	20,933	22,865	1,932
3100 Equipment	28,016	48,122	49,905	1,783
4200 Insurance Claims/Indemnities	8	8	8	
Total House and Joint	1,076,352	1,194,202	1,194,833	631

SCHEDULE A – HOUSE AND JOINT ITEMS SUMMARY

Pg. 3 of 3

HOUSE OF REPRESENTATIVES
HOUSE AND JOINT ITEMS SUMMARY (POSITIONS)

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change
Payments to Widows and Heirs of Deceased				
Members of Congress				
House Leadership Offices	223	245	245	
Members' Representational Allowances	7,334	9,702	9,702	
Standing Committees, Special And Select-	1,084	1,412	1,412	
Committee on Appropriations	155	220	220	
Salaries, Officers and Employees	1,024	1,209	1,209	
Allowances and Expenses	47	60	60	
Total House of Representatives	9,867	12,848	12,848	
Joint Items-House				
Joint Committee on Taxation	62	77	77	
Office of Attending Physician	[18]	[18]	[18]	
Total Joint Items	62	77	77	
Total House and Joint	9,929	12,925	12,925	

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 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	174	-	-	-	-
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	-	-	-	-

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

A gratuity of \$174,000 was authorized to Beverly A. Young, widow of C.W. Bill Young, late Representative from the State of Florida, in P. L. 113-76, The Consolidated Appropriations Act, 2014.

FY 2014 actuals reflect data as of September 30, 2014.

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 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	-	-	-	-
POSITIONS	-	-	-	-

SCHEDULE A – SALARIES AND EXPENSES

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	633,486	684,584	690,386	5,802	0.85%
1200 Personnel Benefits	233,330	256,691	252,219	(4,472)	(1.74%)
1300 Benefits to Former Personnel	1,169	400	400	-	-
2100 Travel	21,803	25,529	24,893	(635)	(2.49%)
2200 Transportation of Things	49	68	69	2	2.61%
2300 Rent, Communications, Utilities	69,080	70,583	68,992	(1,591)	(2.25%)
2400 Printing and Reproduction	16,934	15,985	15,943	(42)	(0.27%)
2500 Other Services	44,860	59,021	56,694	(2,328)	(3.94%)
2600 Supplies and Materials	15,994	20,166	21,905	1,740	8.63%
3100 Equipment	27,089	47,701	49,226	1,525	3.2%
4200 Insurance Claims/Indemnities	8	8	8	-	-
Total	1,063,802	1,180,736	1,180,736	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	9,867	12,848	12,848	-	-

SCHEDULE C - SALARIES AND EXPENSES

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	941,220	942,550	1,330	0.14%
Personnel Base	684,584	684,584	-	-
Base Adjustment	-	379	379	-
Cost of Living Adjustment Annualized	-	579	579	-
Cost of Living Adjustment	-	3,014	3,014	-
Overtime Pay	-	1,011	1,011	-
Longevity Increase	-	789	789	-
Personnel Benefits	256,636	252,164	(4,472)	(1.74%)
Reclassifications	-	12	12	-
Temporary Positions	-	-	-	-
Meritorious Increase	-	17	17	-
B. PRICE LEVEL INCREASES	-	154	154	-
Price Level Increases	-	154	154	-
C. PROGRAM CHANGES	239,516	238,032	(1,484)	(0.62%)
House Leadership Offices	1,230	1,230	-	-
Members' Representational Allowances	137,651	137,651	-	-
Standing Committees, Special & Select	11,989	10,079	(1,910)	(15.93%)
Committee on Appropriations	2,382	1,863	(519)	(21.8%)
Salaries, Officers and Employees	60,626	63,748	3,121	5.15%
Allowances and Expenses	25,637	23,461	(2,176)	(8.49%)
TOTAL	1,180,736	1,180,736	-	-
POSITIONS	12,848	12,848	-	-

SCHEDULE A – OFFICE OF THE SPEAKER

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	4,272	6,395	6,395	-	-
1200 Personnel Benefits	19	25	25	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	10	19	19	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	3	5	5	-	-
2500 Other Services	4	13	13	-	-
2600 Supplies and Materials	100	187	187	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	4,407	6,645	6,645	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	55	66	66	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending. Leadership FY 2014 funding period of availability was January 3, 2014 to January 2, 2015.

SCHEDULE C – OFFICE OF THE SPEAKER

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	6,395	6,395	-	-
Personnel Base	6,395	6,395	-	-
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	-	-
Non-Personnel	225	225	-	-
Official Expenses	25	25	-	-
TOTAL	6,645	6,645	-	-
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, \$6,645,417. The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$6,395,333 for mandatory items, no price level increases, \$250,084 for program current services and no program changes.

I. Personnel Details: FY'16 Request – \$6,395,333A. Base: \$6,395,333

- i. The estimated FY'15 personnel compensation will be \$6,395,333.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – (1.28%)
1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) - \$0
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) - \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$250,084A. 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: \$0
- ii. Official Expenses: \$0

SCHEDULE A – OFFICE OF THE MAJORITY FLOOR LEADER

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,556	2,088	2,088	-	-
1200 Personnel Benefits	-	10	10	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	2	3	3	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	1	1	-	-
2400 Printing and Reproduction	1	-	-	-	-
2500 Other Services	1	-	-	-	-
2600 Supplies and Materials	64	78	78	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,624	2,180	2,180	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	26	32	32	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending. Leadership FY 2014 funding period of availability was January 3, 2014 to January 2, 2015.

SCHEDULE C – OFFICE OF THE MAJORITY FLOOR LEADER

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

	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Enacted	Estimate	FY 2015	FY 2015
	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
			Dollars (\$000)	Percent %
A. MANDATORY CHANGE	2,088	2,088	-	-
Personnel Base	2,088	2,088	-	-
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	93	93	-	-
Non-Personnel	83	83	-	-
Official Expenses	10	10	-	-
TOTAL	2,180	2,180	-	-
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, \$2,180,048. The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015 per Public Law 113-235*.

This amount includes \$2,087,533 for mandatory items, no price level increases, \$92,515 for program current services and no program changes.

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

- i. The estimated FY'15 personnel compensation will be \$2,087,533.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – \$0
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$92,515A. 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: \$0
- ii. Official Expenses: \$0

SCHEDULE A – OFFICE OF THE MINORITY FLOOR LEADER

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	4,703	6,743	6,743	-	-
1200 Personnel Benefits	-	10	10	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	74	162	162	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	1	2	2	-	-
2400 Printing and Reproduction	5	11	11	-	-
2500 Other Services	63	100	100	-	-
2600 Supplies and Materials	84	86	86	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	4,929	7,114	7,114	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	59	55	55	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending. Leadership FY 2014 funding period of availability was January 3, 2014 to January 2, 2015.

SCHEDULE C – OFFICE OF THE MINORITY FLOOR LEADER

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	6,743	6,743	-	-
Personnel Base	6,743	6,743	-	-
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	371	371	-	-
Non-Personnel	361	361	-	-
Official Expenses	10	10	-	-
TOTAL	7,114	7,114	-	-
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, \$7,114,471. The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$6,743,245 for mandatory items, no price level increases, \$371,226 for program current services and no program changes.

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

- i. The estimated FY'15 personnel compensation will be \$6,743,245.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – \$0
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$371,226A. 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: \$0
- ii. Official Expenses: \$0

SCHEDULE A – OFFICE OF THE MAJORITY WHIP

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Actuals	Enacted	Estimate	FY 2015	FY 2015
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
				Dollars (\$000)	Percent %
1100 Personnel Compensation	1,166	1,775	1,775	-	-
1200 Personnel Benefits	-	5	5	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	2	3	3	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	14	102	102	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,183	1,887	1,887	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Actuals	Enacted	Estimate	FY 2015	FY 2015
				Net Change	Net Change %
POSITIONS	20	23	23	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending. Leadership FY 2014 funding period of availability was January 3, 2014 to January 2, 2015.

SCHEDULE C – OFFICE OF THE MAJORITY WHIP

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

	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	1,775	1,775	-	-
Personnel Base	1,775	1,775	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Mentorship Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	112	112	-	-
Non-Personnel	107	107	-	-
Official Expenses	5	5	-	-
TOTAL	1,887	1,887	-	-
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, \$1,886,632.
The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$1,774,867 for mandatory items, no price level increases, \$111,765 for program current services and no program changes.

I. Personnel Details: FY'16 Request – \$1,774,867A. Base: \$1,774,867

- i. The estimated FY'15 personnel compensation will be \$1,774,867.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – (1.28%)
1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – \$0
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$111,765A. 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: \$0
- ii. Official Expenses: \$0

SCHEDULE A – OFFICE OF THE MINORITY WHIP

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	914	1,382	1,382	-	-
1200 Personnel Benefits	-	5	5	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	1	2	2	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	1	1	-	-
2500 Other Services	3	-	-	-	-
2600 Supplies and Materials	9	68	68	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	927	1,460	1,460	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	25	27	27	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending. Leadership FY 2014 funding period of availability was January 3, 2014 to January 2, 2015.

SCHEDULE C – OFFICE OF THE MINORITY WHIP

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE				
Personnel Base	1,382	1,382	-	-
Base Adjustment	-	1,382	-	-
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				
Non-Personnel	77	77	-	-
Official Expenses	5	5	-	-
TOTAL	1,460	1,460	-	-
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, \$1,459,639. The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$1,382,490 for mandatory items, no price level increases, \$77,149 for program current services and no program changes.

I. Personnel Details: FY'16 Request – \$1,382,490A. Base: \$1,382,490

- i. The estimated FY'15 personnel compensation will be \$1,382,490.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – (1.28%)
1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – \$0
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$77,149A. Current Services:

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

B. Proposed Changes:

- i. Non-Personnel: \$0
- ii. Official Expenses: \$0

SCHEDULE A – REPUBLICAN CONFERENCE

HOUSE OF REPRESENTATIVES
REPUBLICAN CONFERENCE
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	945	1,363	1,363	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	3	3	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	8	8	-	-
2400 Printing and Reproduction	6	3	3	-	-
2500 Other Services	36	49	49	-	-
2600 Supplies and Materials	56	80	80	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,045	1,505	1,505	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	18	20	20	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending. Leadership FY 2014 funding period of availability was January 3, 2014 to January 2, 2015.

SCHEDULE C – REPUBLICAN CONFERENCE

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 REPUBLICAN CONFERENCE

	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	1,363	1,363	-	-
Personnel Base	1,363	1,363	-	-
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	143	143	-	-
Non-Personnel	143	143	-	-
TOTAL	1,505	1,505	-	-
POSITIONS	20	20	-	-

Explanation of Changes Shown on Schedule C

HOUSE LEADERSHIP OFFICES
REPUBLICAN CONFERENCE

For salaries and expenses of the Republican Conference, \$1,505,426. The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$1,362,768 for mandatory items, no price level increases, \$142,658 for program current services and no program changes.

I. Personnel Details: FY'16 Request – \$1,362,768A. Base: \$1,362,768

- i. The estimated FY'15 personnel compensation will be \$1,362,768.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – (0.25%): 1.0%
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – \$0
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$142,658A. 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: \$0

SCHEDULE A – DEMOCRATIC CAUCUS

HOUSE OF REPRESENTATIVES
DEMOCRATIC CAUCUS
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	915	1,302	1,302	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	3	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	2	3	3	-	-
2400 Printing and Reproduction	5	4	4	-	-
2500 Other Services	-	1	1	-	-
2600 Supplies and Materials	49	176	176	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	973	1,487	1,487	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	20	22	22	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending. Leadership FY 2014 funding period of availability was January 3, 2014 to January 2, 2015.

SCHEDULE C – DEMOCRATIC CAUCUS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 DEMOCRATIC CAUCUS

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	1,302	1,302	-	-
Personnel Base	1,302	1,302	-	-
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	185	185	-	-
Non-Personnel	185	185	-	-
TOTAL	1,487	1,487	-	-
POSITIONS	22	22	-	-

HOUSE LEADERSHIP OFFICES
DEMOCRATIC CAUCUS

For salaries and expenses of the Democratic Caucus, \$1,487,258. The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$1,302,324 for mandatory items, no price level increases, \$184,934 for program current services and no program changes.

I. Personnel Details: FY'16 Request – \$1,302,324

A. Base: \$1,302,324

- i. The estimated FY'15 personnel compensation will be \$1,302,324.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – (0.25%)
1.0%
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized (Non-Statutory Positions) – \$0
- ii. FY'16 Cost of Living Prorated (Non-Statutory Positions) – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$184,934

A. Current Services:

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

B. Proposed Changes:

- i. Non-Personnel: \$0.

SCHEDULE A – TOTAL HOUSE LEADERSHIP OFFICES

HOUSE OF REPRESENTATIVES
TOTAL – HOUSE LEADERSHIP OFFICES
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Actuals	Enacted	Estimate	FY 2015	FY 2015
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
				Dollars (\$000)	Percent %
1100 Personnel Compensation	14,469	21,049	21,049	-	-
1200 Personnel Benefits	19	55	55	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	93	192	192	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	4	16	16	-	-
2400 Printing and Reproduction	20	26	26	-	-
2500 Other Services	122	266	266	-	-
2600 Supplies and Materials	362	676	676	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	15,088	22,279	22,279	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Actuals	Enacted	Estimate	FY 2015	FY 2015
				Net Change	Net Change %
POSITIONS	223	245	245	-	-

SCHEDULE C – TOTAL HOUSE LEADERSHIP OFFICES

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	21,049	21,049	-	-
Personnel Base	21,049	21,049	-	-
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	1,230	1,230	-	-
Office of the Speaker	250	250	-	-
Office of the Majority Floor Leader	93	93	-	-
Office of the Minority Floor Leader	371	371	-	-
Office of the Majority Whip	112	112	-	-
Office of the Minority Whip	77	77	-	-
Republican Conference	143	143	-	-
Democratic Caucus	185	185	-	-
TOTAL	22,279	22,279	-	-
POSITIONS	245	245	-	-

SCHEDULE A – MEMBERS' REPRESENTATIONAL ALLOWANCES

**HOUSE OF REPRESENTATIVES
MEMBERS' REPRESENTATIONAL ALLOWANCES
BY OBJECT CLASS**

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	396,599	416,666	416,666	-	-
1200 Personnel Benefits	2	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	20,556	23,000	23,000	-	-
2200 Transportation of Things	3	5	5	-	-
2300 Rent, Communications, Utilities	57,594	55,000	55,000	-	-
2400 Printing and Reproduction	16,722	15,646	15,646	-	-
2500 Other Services	19,587	22,000	22,000	-	-
2600 Supplies and Materials	9,839	12,000	12,000	-	-
3100 Equipment	5,351	10,000	10,000	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	526,254	554,318	554,318	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	7,334	9,702	9,702	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – MEMBERS' REPRESENTATIONAL ALLOWANCES

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

	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	416,666	416,666	-	-
Personnel Base	416,666	416,666	-	-
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	137,651	137,651	-	-
Official Expenses	127,651	127,651	-	-
Official Mail	10,000	10,000	-	-
TOTAL	554,318	554,318	-	-
POSITIONS	9,702	9,702	-	-

Explanation of Changes Shown on Schedule C

MEMBERS' REPRESENTATIONAL ALLOWANCES

For salaries and expenses of the Members' Representational Allowances, \$554,317,732. The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Resolution, 2015* per Public Law 113-235.

This amount includes \$416,666,416 for mandatory items, no price level increases, \$137,651,316 for program current services and no program changes.

I. Personnel Details: FY'16 Request – \$416,666,416A. Base: \$416,666,416

- i. The estimated FY'15 personnel compensation will be \$416,666,416.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized - \$0
- ii. FY'16 Cost of Living Prorated - \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$137,651,316A. Current Services:

- i. Official Expenses: \$127,651,316 – 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: \$10,000,000 – 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: \$0
- ii. Official Mail: \$0

SCHEDULE A – STANDING COMMITTEES, SPECIAL AND SELECT

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	106,304	111,914	113,824	1,910	1.71%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	477	650	500	(150)	(23.08%)
2200 Transportation of Things	-	-	-	-	(50%)
2300 Rent, Communications, Utilities	1,356	1,500	1,400	(100)	(6.67%)
2400 Printing and Reproduction	69	135	91	(44)	(32.36%)
2500 Other Services	1,487	2,572	1,951	(621)	(24.16%)
2600 Supplies and Materials	1,690	2,067	1,604	(463)	(22.41%)
3100 Equipment	2,343	2,765	2,233	(532)	(19.24%)
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	113,726	121,603	121,603	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	1,084	1,412	1,412	-	-

NOTE: FY2014 Actuals only reflect 75% of the Committee's Actual spending because the period of availability ends on December 31, 2014 and post fiscal year activity, October 1, 2014 to December 31, 2014, is not reflected in these figures.

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – STANDING COMMITTEES, SPECIAL AND SELECT

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	111,914	113,824	1,910	1.71%
Personnel Base	111,914	111,914	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	280	280	-
Cost of Living Adjustment	-	1,430	1,430	-
Overtime Pay	-	200	200	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES				
C. PROGRAM CHANGES	9,689	7,779	(1,910)	(19.71%)
Official Expenses	9,689	7,779	(1,910)	(19.71%)
TOTAL	121,603	121,603	-	(0%)
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, \$121,603,173. The fiscal year (FY) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$113,824,007 for mandatory items, no price level increases, \$9,689,418 for program current services and a (\$1,910,252) decrease in program changes.

I. Personnel Details: FY'16 Request – \$113,824,007A. Base: \$111,913,755

- i. The estimated FY'15 personnel compensation will be \$111,913,755.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$279,784
- ii. FY'16 Cost of Living Prorated – \$1,430,468
- iii. FY'16 Overtime Pay - \$200,000

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$7,779,166A. Current Services:

- i. Official Expenses: \$9,689,418 – 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: (\$1,910,252) – This decrease in non-personnel spending offsets an anticipated increase in personnel expenses due to cost of living adjustments.

SCHEDULE A – HEARING ROOM RENOVATIONS

HOUSE OF REPRESENTATIVES
HEARING ROOM RENOVATIONS
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	74	-	-	-	-
2600 Supplies and Materials	39	-	-	-	-
3100 Equipment	155	2,300	2,300	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	268	2,300	2,300	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS					

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – HEARING ROOM RENOVATIONS

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 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	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) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

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

I. Personnel Details: FY'16 Request – \$0A. Base: \$0

- i. The estimated FY'15 personnel compensation will be \$0.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$0
- ii. FY'16 Cost of Living Prorated – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$2,300,000A. Current Services:

- i. Hearing Room Renovations: \$2,300,000 – Hearing Room Renovations is an on-going program which provides the CAO portion of renovations, lifecycle, emergency replacement and repair, and auxiliary systems and components that support House Committee Hearing rooms. The program also includes broadcasting, webcasting, recording, and archiving of all requested Committee hearings. The Committee on House Administration (CHA) authorized the program in accordance with House Resolution 84 in 2002. House Recording Studio (HRS) staff works closely with the Committee on Appropriations (Appropriations), CHA, the Committee/Owner of the Hearing Room, the Architect of the Capitol (AoC), and other CAO entities and House staff such as carpeting and drapes, Acquisitions,

House Information Resources (HIR), Radio and Television Gallery. This request includes equipment only. Costs associated with operators or staffing are included in the budget request for the Chief Administrative Officer.

Much of the audio and video (a/v) equipment and systems in House Committee hearing rooms are well past lifecycle and thus not dependable. The House complex has around sixty hearing and conference rooms that are in constant need of restoration, repair, and refresh to the equipment. There have been several high profile audio system failures over the last few years and HRS needs the proper resources to keep these systems operational and dependable. No complete renovations have occurred in the last few years prior to FY 2014 and systems have been kept operational by using spare parts. Design work began in FY 2014 for three (3) hearing rooms all of which are scheduled for completion by late spring/early summer 2015. Moving forward, at least two Main hearing rooms will be completely renovated each year. In doing so, we are moving toward standardizing the equipment across all Committees.

Functioning a/v systems are crucial to the operation of hearings and their transparency and availability to the public. Much of the equipment found in Committee hearing rooms is well past lifecycle and replacement parts are not available. Replacing equipment and renovating are necessary to prevent major system failures potentially requiring suspension of a hearing. If this was not funded, as older a/v systems fail in hearing rooms they would not be able to be replaced. This would not allow hearings to be made available to the House community, media, public, or even Members to hear or see witness testimony.

Hearing room renovations mainly benefit the Committees, as well as the public and other Government Agencies that watch either live or via webcast. Cost is shared with the AOC and in some cases the Committees themselves have helped with funding their own renovations. The CHA and CAO are continuing to explore ways to standardize equipment and make rooms functional and reliable in a cost and time efficient manner.

B. Proposed Changes:

- i. Hearing Room Renovations: \$0

SCHEDULE A – TOTAL – STANDING COMMITTEES, SPECIAL AND SELECT

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	106,304	111,914	113,824	1,910	1.71%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	477	650	500	(150)	(23.08%)
2200 Transportation of Things	-	-	-	-	(50%)
2300 Rent, Communications, Utilities	1,356	1,500	1,400	(100)	(6.67%)
2400 Printing and Reproduction	69	135	91	(44)	(32.36%)
2500 Other Services	1,561	2,572	1,951	(621)	(24.16%)
2600 Supplies and Materials	1,729	2,067	1,604	(463)	(22.41%)
3100 Equipment	2,498	5,065	4,533	(532)	(10.5%)
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	113,993	123,903	123,903	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	1,084	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 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	111,914	113,824	1,910	1.71%
Personnel Base	111,914	111,914	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	280	280	-
Cost of Living Adjustment	-	1,430	1,430	-
Overtime Pay	-	200	200	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES				
C. PROGRAM CHANGES	11,989	10,079	(1,910)	(15.93%)
Standing Committees, Special And Select	9,689	7,779	(1,910)	(19.71%)
Hearing Room Renovations	2,300	2,300	-	-
TOTAL	123,903	123,903	-	(0%)
POSITIONS	1,412	1,412	-	-

SCHEDULE A – COMMITTEE ON APPROPRIATIONS

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	15,446	20,889	21,408	519	2.49%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	21	100	75	(25)	(25%)
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	200	240	197	(43)	(17.92%)
2400 Printing and Reproduction	6	9	9	-	-
2500 Other Services	1,075	1,533	1,179	(354)	(23.11%)
2600 Supplies and Materials	104	213	116	(97)	(45.51%)
3100 Equipment	120	287	287	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	16,972	23,271	23,271	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	155	220	220	-	-

NOTE: FY2014 Actuals only reflect 75% of the Committee's Actual spending because the period of availability ends on December 31, 2014 and post fiscal year activity, October 1, 2014 to December 31, 2014, is not reflected in these figures.

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C - COMMITTEE ON APPROPRIATIONS

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

	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	20,889	21,408	519	2.49%
Personnel Base	20,889	20,889	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	52	52	-
Cost of Living Adjustment	-	267	267	-
Overtime Pay	-	200	200	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	2,382	1,863	(519)	(21.8%)
Administration	2,382	1,863	(519)	(21.8%)
TOTAL	23,271	23,271	-	-
POSITIONS	220	220	-	-

Explanation of Changes Shown on Schedule C

COMMITTEE ON APPROPRIATIONS

For salaries and expenses of the Committee on Appropriations, \$23,271,004. The fiscal year (FY) 2016 budget request is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$21,408,337 for mandatory items, no price level increases, \$2,381,892 for program current services and a (\$519,225) decrease in program changes.

I. Personnel Details: FY'16 Request – \$21,408,337

A. Base: \$20,889,112

- i. The estimated FY'15 personnel compensation will be \$20,689,112.
- ii. The estimated FY'15 overtime will be \$200,000.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%
- iii. FY'16 Meritorious Increases – 0%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$52,223
- ii. FY'16 Cost of Living Prorated – \$267,002
- iii. FY'16 Meritorious Increases – \$0
- iv. FY'16 Overtime Pay - \$200,000

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$1,862,667

A. Current Services:

- i. Administration: \$2,381,892 – The Administration 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. Administration: (\$519,225) – 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 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	18,133	19,611	20,092	481	2.46%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	28	79	102	23	29.22%
2200 Transportation of Things	-	12	13	1	8.33%
2300 Rent, Communications, Utilities	132	209	207	(2)	(1.12%)
2400 Printing and Reproduction	9	40	42	2	4.94%
2500 Other Services	1,437	2,114	2,161	47	2.24%
2600 Supplies and Materials	406	626	672	45	7.25%
3100 Equipment	945	1,318	1,692	374	28.34%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	21,090	24,009	24,981	971	4.05%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	186	216	216	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF THE CLERK

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	19,611	20,092	481	2.46%
Personnel Base	19,611	19,611	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	45	45	-
Cost of Living Adjustment	-	229	229	-
Overtime Pay	-	141	141	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	67	67	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	36	36	-
Price Level Increases	-	36	36	-
C. PROGRAM CHANGES	4,399	4,853	454	10.33%
Clerk of the House	23	23	-	-
Closed Captioning	474	474	-	-
House Employment Counsel	208	253	45	21.58%
Immediate Office of the Clerk	476	477	1	0.21%
Legislative Computer Systems	1,216	1,473	257	21.15%
Legislative Operations	48	67	19	39.91%
Legislative Resource Center	504	501	(3)	(0.63%)
Newspaper Subscriptions	180	180	-	-
Office of Arts and Archives	196	236	39	19.98%
Office of Communications	52	61	10	18.55%
Office of the Chaplain	2	2	-	-
Office of the Historian	10	10	-	-
Office of the Historian's Staff	131	159	28	21.08%
Official Reporters	143	202	59	41.18%
Service Group	35	35	-	-
Stenographic Reporting	700	700	-	-
TOTAL	24,009	24,981	971	4.05%
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, \$24,980,898. The fiscal year (FY) 2016 budget request is \$971,425 or 4.1% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$20,092,193 for mandatory items, \$35,515 in price level increases, \$4,398,758 for program current services and a \$454,432 increase in program changes.

I. Personnel Details: FY'16 Request – \$20,092,193A. Base: \$19,610,715

- i. The estimated FY'15 personnel compensation will be \$19,610,715.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.23%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.17%) 1.7%
- iii. FY'16 Longevity – 0.33%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$44,695
- ii. FY'16 Cost of Living Prorated – \$229,108
- iii. FY'16 Longevity - \$66,675
- iv. FY'16 Overtime - \$141,000

II. Price Level Details: FY'16 Request – \$35,515

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$4,853,190A. Current Services:

- i. Clerk of the House: \$23,000 - 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: \$207,950 – 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: \$476,200 – 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: \$1,216,279 – 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: \$48,099 – 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: \$196,500 – 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: \$51,650 – The Office of Communications provides comprehensive creative services to all divisions of the Office of the Clerk.
- xi. Office of the Chaplain: \$2,000 The Office of the Chaplain opens House proceedings with prayer, provides pastoral counseling to the House community, coordinates the scheduling of guest chaplains, and arranges memorial services for the House and its staff.
- xii. Office of the Historian: \$10,000 - The Office of the Historian studies and documents the rich history of the United States House of Representatives as a resource for Members, staff, scholars, the media, and the public. It serves as both the House’s institutional memory and strives to inspire greater understanding about that body’s central role in U.S. history.
- xiii. 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.

- xiv. 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.
- xv. Service Group: \$34,800 – The Service Group administers the Members and Family Room, the Congresswomen's Suite, and the Capitol Prayer Room.
- xvi. 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
- ii. Closed Captioning: \$0
- iii. House Employment Counsel: \$44,867 – This increase reflects investigative and stenographic services and travel costs, based on OHEC's current and projected caseload.
- iv. Immediate Office of the Clerk of the House: \$1,021 – This reflects an increase in supply usage.
- v. Legislative Computer Systems: \$257,214 – This increase reflects the cost of purchasing new software and increases in license renewals, also new technology needs and increased training costs.
- vi. Legislative Operations: \$19,196 – This increase reflects an increase in employee training participation and potential equipment purchases.
- vii. Legislative Resource Center: (\$3,154) – This decrease reflects a reduction of House Library publication expenses (purchased additional database subscriptions ahead of schedule).

- viii. Newspaper Subscriptions: \$0
- ix. Office of Arts and Archives: \$39,258 – This increase reflects the anticipated increase in supply usage and an increase in maintenance contract and storage costs, and cost of potential portrait purchase.
- x. Office of Communications: \$9,582 – This increase reflects the anticipated purchase of new software and upgrades for existing software.
- xi. Office of the Chaplain: \$0
- xii. Office of the Historian: \$0
- xiii. Office of the Historian's Staff: \$27,620 – This increase reflects additional licensing agreements and license renewals.
- xiv. Official Reporters: \$58,828 – This increase reflects the lifecycle purchase of six (6) steno machines.
- xv. Service Group: \$0
- xvi. Stenographic Reporting: \$0

SCHEDULE A - OFFICE OF THE SERGEANT AT ARMS

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	8,305	9,157	9,687	531	5.8%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	47	56	107	51	91.07%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	156	157	157	-	-
2400 Printing and Reproduction	1	8	7	(1)	(12.5%)
2500 Other Services	1,492	1,820	2,053	233	12.8%
2600 Supplies and Materials	140	84	219	135	160.71%
3100 Equipment	453	645	2,597	1,952	302.46%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	10,594	11,927	14,827	2,900	24.32%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	110	132	132	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF THE SERGEANT AT ARMS

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	9,157	9,687	531	5.8%
Personnel Base	9,157	9,157	-	-
Base Adjustment	-	335	335	-
Cost of Living Adjustment Annualized	-	21	21	-
Cost of Living Adjustment	-	108	108	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	66	66	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	48	48	-
Price Level Increases	-	48	48	-
C. PROGRAM CHANGES	2,770	5,091	2,321	83.8%
Emergency Management	1,522	3,032	1,510	99.2%
House Garages/Parking Security	5	42	37	739.24%
House Security	-	8	8	-
Immediate Office	641	912	271	42.26%
Information Services	562	1,058	496	88.17%
Protocol and Chamber Operations	40	40	-	-
TOTAL	11,927	14,827	2,900	24.32%
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, \$14,827,120. The fiscal year (FY) 2016 budget request is \$2,900,391 or 24.3% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$9,687,372 for mandatory items, \$48,488 in price level increases, \$2,770,028 for program current services and a \$2,321,232 increase in program changes.

I. Personnel Details: FY'16 Request – \$9,687,372A. Base: \$9,156,701

- i. The estimated FY'15 personnel compensation will be \$9,156,701.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.22%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.14%) 1.7%
- iii. FY'16 Longevity Increase – 0.71%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$21,172
- ii. FY'16 Cost of Living Prorated – \$108,243
- iii. FY'16 Longevity Increase - \$66,256
- iv. FY'16 Base Adjustment - \$335,000: In FY'16, the Sergeant at Arms (SAA) is requesting additional funding of five (5) existing vacant positions. This additional authority will increase the total funded positions 128 of the SAA's 132 authorized position ceiling.

II. Price Level Details: FY'16 Request – \$48,488

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$5,091,260A. Current Services:

- i. Emergency Management: \$1,522,028 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: \$5,000 - 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: \$0 - 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: \$641,000 - 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: \$562,000 - 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: \$1,509,878 – This increase is due to anticipated costs associated with travel, contractor services and equipment purchases.
- ii. House Garages/Parking Security: \$36,962 – This increase is due to staff training and non-recurring costs associated with the purchase of parking permits for the 115th Congress.
- iii. House Security: \$8,000 – This increase is due to a non-recurring equipment purchase.
- iv. Immediate Office: \$270,880 – This increase due to anticipated travel in support of the 2016 Presidential conventions, contractor support, and Member identification pins and license plates for the 115th Congress.
- v. Information Services: \$495,512 – This increase will fund the purchase of identification badge supplies with enhanced security features and lifecycle replacement of wireless communications equipment.
- vi. Protocol and Chamber Operations: \$0

SCHEDULE A – OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	55,153	64,167	66,322	2,155	3.36%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	144	229	235	6	2.62%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	4,689	5,736	5,729	(7)	(0.12%)
2400 Printing and Reproduction	49	38	38	-	-
2500 Other Services	16,512	18,937	20,631	1,694	8.95%
2600 Supplies and Materials	2,656	3,124	3,360	236	7.55%
3100 Equipment	13,076	20,869	20,850	(19)	(0.09%)
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	92,280	113,100	117,165	4,065	3.59%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	594	714	714	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	64,167	66,322	2,155	3.36%
Personnel Base	64,167	64,167	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	160	160	-
Cost of Living Adjustment	-	869	869	-
Overtime Pay	-	470	470	-
Longevity Increase	-	656	656	-
Personnel Benefits	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Meritorious Increase	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	48,933	50,843	1,910	3.9%
Acquisitions	8,579	8,579	-	-
CAO Immediate Office & Galleries	2,118	2,728	610	28.8%
Finance	759	759	-	-
House Information Resources	26,390	30,427	4,037	15.3%
House Recording Studio	904	904	-	-
Human Resources	617	921	304	49.27%
Logistics and Support	5,566	5,175	(391)	(7.02%)
Strategic Initiatives/CAO-Wide	4,000	1,350	(2,650)	(66.25%)
TOTAL	113,100	117,165	4,065	3.59%
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, \$117,165,000. The fiscal year (FY) 2016 budget is \$4,065,000 or 3.6% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$66,322,000 for mandatory items, no price level increases, \$48,933,000 for program current services and \$1,910,000 increase in program changes.

- I. Personnel Details: FY'16 Request – \$66,322,000
 - A. Base: \$64,167,000
 - i. The estimated FY'15 personnel compensation will be \$64,167,000.
 - B. Budget Calculations:
 - i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
 - ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%
 - iii. FY'16 Longevity Increase – 1.0%
 - C. Requested Changes:
 - i. FY'15 Cost of Living Annualized – \$160,000
 - ii. FY'16 Cost of Living Prorated – \$869,000
 - iii. FY'16 Longevity Increase – \$656,000
 - iv. FY'16 Overtime Pay – \$470,000
- II. Price Level Details: FY'16 Request – \$0
The non-personnel estimated inflation factor is 1.9%.
- III. Program Details: FY'16 Request – \$50,843,000
 - A. Current Services:
 - i. Acquisitions: \$8,579,000 – The Office of Acquisitions Management 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: \$2,118,000 – 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: \$759,000 – The Office of Finance provides financial management services to Leadership, Members, Committees, Officers and Offices of the U.S. House of Representatives. 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: \$26,390,000 – House Information Resources (HIR) provides IT services for the legislative, oversight and communication needs of the House. This includes building and maintaining enterprise financial and communication systems for Members, Committees and Leadership.

HIR has five main service areas: Customer support (TSRs and Telecom Administrators); Enterprise Systems and Web Applications (core financial and payroll, websites, HouseNet); Infrastructure and Operations (servers, file storage, Internet access, networking, mobility/Wi-Fi, voice and data connectivity); Information Systems Security/ Data Integrity; and IT to Business Management Services.

- v. House Recording Studio: \$904,000 – 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 provides broadcasting, webcasting and archiving of hearings as requested by Committees.
- vi. Human Resources: \$617,000 – The Human Resources (HR) business unit is comprised of both internal and external HR services. The HR Immediate Office (which encompasses CAO Human Resources, Diversity and Organizational Change Management, Privacy Assurance, and Safety and Personnel Security) provides the internal full life-cycle HR services to the CAO organization. The Office of

Employees Assistance, House Learning Center and House Wounded Warrior Program, within the Human Resources business unit, provides external House-wide HR services.

- vii. Logistics and Support: \$5,566,000 – 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 and special event rooms, as well as graphics and photography services to the House campus.
- viii. Strategic Initiatives/CAO-Wide: \$4,000,000 – Strategic Initiatives/ CAO-Wide provides funding for key initiatives in support of the CAO's Mission to provide the House community access to efficient, effective, and sustainable operational and financial support services. Some examples of support provided are the acquisition and development of a mobile application capability for the House, the establishment of account access management technologies that facilitate governance, user identity, provisioning and access, automation of routine business services which strengthens security, improves visibility, and simplifies compliance for organizations, and the implementation of upgrading the PeopleSoft financial system.

B. Proposed Changes:

- i. Acquisitions: \$0
- ii. CAO Immediate Office & Galleries: \$610,000 – This increase will support the Internal Controls program for the implementation and sustainability of the security control assessment phase of the Risk Management Framework (RMF). The RMF promotes the concept of near real-time risk management and ongoing information system authorization through the implementation of robust continuous monitoring processes, provides senior leaders the necessary information to make cost-effective, risk-based decisions with regard to the organizational information systems supporting their core missions and business functions, and integrates information security into the enterprise architecture and system development life cycle. Funding is also requested to support increases in both the House-wide Roll Call and National Journal subscriptions.
- iii. Finance: \$0

- iv. House Information Resources: \$4,037,000 – The increase will allow House Information Resources (HIR) to realign operational PeopleSoft funding from no year to single year. The support required to manage the PeopleSoft financial system is an operational expense and should be funded from CAO's single year appropriation.

Additionally, the VMware Enterprise license is scheduled to expire and must be renewed in September 2016. The VMware Enterprise license is funded every 5 years. The licensing agreement provides licensing for all CAO virtual servers which host the vast majority of House managed servers. This includes over 1,000 Windows and Linux servers and provides all House offices with servers for business critical files, CMS operations, web vendor hosted websites, and Microsoft Exchange and AirWatch services that allow email and mobile access for House offices. Upon approval, the new license will expire in September of 2021.

HIR is also requesting additional funding for anticipated annual increases in hardware/software maintenance and licensing including the Microsoft Site license, Akamai maintenance and Remedy software renewals.

- v. House Recording Studio: \$0
- vi. Human Resources: \$304,000 – This increase will support the implementation of the CAO Privacy program. This includes contractor support to maintain and operationalize an incident response plan, implement best practices, and develop applicable privacy training tools.

Additionally, funding is requested for contractor support for new initiatives, i.e. labor relations, professional development, and recruiting, and the CAO Safety program which includes OPM investigation fees; contractor support; training; materials and protective equipment purchases.

- vii. Logistics and Support: (\$391,000) – This reduction reflects decreases in inventory and restoring the quantities to recommended levels. This initiative is a direct result of an IG Management Advisory which stated that the Economic Order Quantity (EOQ) Model should be implemented to reduce purchasing quantities and inventory holding costs.

- viii. Strategic Initiatives/CAO-Wide: (\$2,650,000) – This reduction will support the realignment of PeopleSoft operational dollars from no year to single year funding. The remaining funds will be used to support Account Access Management and Innovation projects.

SCHEDULE A – OFFICE OF INSPECTOR GENERAL

HOUSE OF REPRESENTATIVES
OFFICE OF INSPECTOR GENERAL
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	3,007	3,467	3,512	45	1.3%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	13	13	13	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	32	52	46	(6)	(11.06%)
2400 Printing and Reproduction	2	4	4	-	-
2500 Other Services	297	1,066	1,027	(39)	(3.7%)
2600 Supplies and Materials	49	94	94	-	-
3100 Equipment	19	46	46	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	3,419	4,742	4,742	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	22	24	24	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF INSPECTOR GENERAL

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	3,467	3,512	45	1.3%
Personnel Base	3,467	3,467	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	7	7	-
Cost of Living Adjustment	-	38	38	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES				
C. PROGRAM CHANGES	1,275	1,230	(45)	(3.54%)
Audit, Advisory, and Investigative Services	997	958	(39)	(3.96%)
General Operations Program	195	189	(6)	(2.95%)
Training	83	83	-	-
TOTAL	4,742	4,742		
POSITIONS	24	24		

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF INSPECTOR GENERAL

For salaries and expenses of the Office of Inspector General, \$4,741,809. The fiscal year (FY) 2016 budget request is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$3,512,005 for mandatory items, no price level increase, \$1,275,000 for program current services and a (\$45,196) decrease in program changes.

I. Personnel Details: FY'16 Request – \$3,512,005A. Base: \$3,466,809

- i. The estimated FY'15 personnel compensation will be \$3,466,809.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.21%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.09%) 1.7%
- iii. FY'16 Meritorious Increases – 0%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$7,394
- ii. FY'16 Cost of Living Prorated – \$37,802
- iii. FY'16 Meritorious Increases – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$1,229,804A. Current Services:

- i. Audit, Advisory and Investigative Services Program: \$997,000 – 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 Office of Inspector General (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), printing of OIG and Fraud Awareness brochures, and audit-specific training. 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: \$195,000 – The General Operations (OPS) Program includes salaries for three Support Services Division staff members who provide human resources management, contracting and procurement services, IT support, budget formulation and execution, process improvements and automation, and other administrative support activities to ensure audit and advisory 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, consultant and technical service support, as well as payment for shipment of purchased 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 is 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,

training aids, accessories, or publications associated with OIG training are also covered under this program:

B. Proposed Changes:

- i. Audit, Advisory, and Investigative Services Program: (\$39,445) – This decrease is to internally absorb the mandatory cost of living adjustment (COLA) increase for 18 HEPCA-covered AAIS Program staff's 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 currently able to absorb the mandatory COLA without significant impact to the OIG's mission.
- ii. General Operations Program: (\$5,751) – This decrease is due to reducing costs in Rent, Communications, and Utilities from FY'15 levels. The anticipated one-time decrease in FY'16 is a result of purchasing new mobile technology. This decrease also offsets the mandatory COLA increases for the three (3) HEPCA-covered OPS staff's salaries.
- iii. Training Program: \$0

SCHEDULE A – OFFICE OF GENERAL COUNSEL

**HOUSE OF REPRESENTATIVES
OFFICE OF GENERAL COUNSEL
BY OBJECT CLASS**

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,202	1,243	1,284	41	3.32%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	9	12	12	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	7	11	11	-	-
2400 Printing and Reproduction	-	4	4	-	-
2500 Other Services	16	5	5	-	-
2600 Supplies and Materials	37	47	47	-	-
3100 Equipment	8	19	50	31	166.08%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,280	1,341	1,413	72	5.4%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	10	11	11	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF GENERAL COUNSEL

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

	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	1,243	1,284	41	3.32%
Personnel Base	1,243	1,243	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	2	2	-
Cost of Living Adjustment	-	12	12	-
Overtime Pay	-	-	-	-
Reclassifications	-	12	12	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	15	15	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
Price Level Increases	-	-	-	-
C. PROGRAM CHANGES	98	129	31	31.55%
Legal Representation and Advice	98	129	31	31.55%
TOTAL	1,341	1,413	72	5.4%
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, \$1,413,450. The fiscal year (FY) 2016 budget request is \$72,463 or 5.4% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$1,284,450 for mandatory items, \$357 in price level increases, \$97,791 for program current services and a \$30,852 increase in program changes.

I. Personnel Details: FY'16 Request – \$1,284,450A. Base: \$1,243,196

- i. The estimated FY'15 personnel compensation will be \$1,243,196.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.18%) 1.0%
- ii. FY'16 Cost of Living Prorated – (0.92%) 1.7%
- iii. FY'16 Meritorious Increase – 1.18%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$2,250
- ii. FY'16 Cost of Living Prorated – \$11,504
- iii. FY'16 Meritorious Increase - \$15,000
- iv. FY'16 Reclassifications - \$12,500

II. Price Level Details: FY'16 Request – \$357

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$128,643A. Current Services:

- i. Legal Representation and Advice: \$97,791 – Pursuant to Rule II(8) of the Rules of the House of Representatives for the 114th Congress and 2 U.S.C. § 5571 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: \$30,852 – This proposed increase is supported by the evaluation of the current and anticipated caseloads, as well as historical spending. The increase is needed to cover the cost of office equipment needs, replacing aging workstations with new workstations and an aging copier with a new copier.

SCHEDULE A – OFFICE OF THE PARLIAMENTARIAN

HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,660	1,807	1,829	22	1.24%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	22	24	24	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	16	55	55	-	-
2600 Supplies and Materials	5	16	16	-	-
3100 Equipment	18	50	50	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,722	1,952	1,975	22	1.15%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	12	13	13	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF THE PARLIAMENTARIAN

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	1,807	1,829	22	1.24%
Personnel Base	1,807	1,807	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	4	4	-
Cost of Living Adjustment	-	19	19	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	145	145	-	-
Daily Procedural Services	145	145	-	-
TOTAL	1,952	1,975	22	1.15%
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, \$1,974,606. The fiscal year (FY) 2016 budget request is \$22,357 or 1.2% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$1,829,357 for mandatory items, no price level increase, \$145,249 for program current services and no program changes.

I. Personnel Details: FY'16 Request – \$1,829,357A. Base: \$1,807,000

- i. The estimated FY'15 personnel compensation will be \$1,807,000.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.20%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.03%) 1.7%
- iii. FY'16 Meritorious Increase – 0%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$3,657
- ii. FY'16 Cost of Living Prorated – \$18,700
- iii. FY'16 Meritorious Increase - \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request - \$145,249A. Current Services:

- i. Daily Procedural Services: \$145,249 – 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: \$0

SCHEDULE A – OFFICE OF THE LAW REVISION COUNSEL

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	2,142	2,325	2,355	30	1.3%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	8	10	10	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	119	1,593	593	(1,000)	(62.77%)
2600 Supplies and Materials	36	60	60	-	-
3100 Equipment	59	100	102	2	1.9%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	2,364	4,088	3,120	(968)	(23.68%)
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	19	21	21	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF THE LAW REVISION COUNSEL

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	2,325	2,355	30	1.3%
Personnel Base	2,325	2,325	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	5	5	-
Cost of Living Adjustment	-	25	25	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	2	2	-
Price Level Increases	-	2	2	-
C. PROGRAM CHANGES	1,763	763	(1,000)	(56.72%)
Administrative/Operational Costs	763	763	-	-
Modernization Initiative	1,000	-	(1,000)	(100%)
TOTAL	4,088	3,120	(968)	(23.68%)
POSITIONS	21	21	-	-

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE LAW REVISION COUNSEL

For salaries and expenses of the Office of the Law Revision Counsel, \$3,119,766. The fiscal year (FY) 2016 budget request is (\$967,821) or (23.7%) below the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$2,354,866 for mandatory items, \$1,900 in price level increases, \$1,763,000 for program current services and a (\$1,000,000) decrease in program changes.

I. Personnel Details: FY'16 Request – \$2,354,866A. Base: \$2,324,587

- i. The estimated FY'15 personnel compensation will be \$2,324,587.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.21%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.09%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$4,953
- ii. FY'16 Cost of Living Prorated – \$25,326

II. Price Level Details: FY'16 Request – \$1,900

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$763,000A. Current Services:

- i. Administrative/Operational Costs: \$763,000 – Administrative/Operational Costs covers administrative functions of the Law Revision Counsel of the House (OLRC). These expenses include the budget object categories of Travel, Rent, Communications, and Utilities, Printing, Supplies, Equipment and Other Services.
- ii. Modernization Initiative: \$1,000,000 – The House Modernization Initiative is a collaborative effort by the OLRC and the House Legislative Counsel (HOLC) 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 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 needed to complete the project. In FY'13 and FY'14, the OLRC obligated significant amounts of its own funds to continue the Initiative without interruption. In FY'15, the OLRC's budget request of \$1,000,000 was approved, which will allow the OLRC to complete the House Modernization Initiative.

B. Proposed Changes:

- i. Administrative/Operational Costs: \$0
- ii. Modernization Initiative: (\$1,000,000) - In FY'15, the OLRC's budget request of \$1,000,000 for the completion of the Modernization Initiative was approved. Thus, we will not need to request this additional funding in FY'16.

SCHEDULE A – OFFICE OF THE LEGISLATIVE COUNSEL

HOUSE OF REPRESENTATIVES
OFFICE OF THE LEGISLATIVE COUNSEL
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	7,443	8,049	8,051	2	0.02%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	3	4	4	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	38	46	50	4	8.7%
2400 Printing and Reproduction	-	1	-	-	(70%)
2500 Other Services	110	646	97	(549)	(85.01%)
2600 Supplies and Materials	41	49	51	2	4.08%
3100 Equipment	33	98	100	2	2.04%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	7,669	8,893	8,353	(540)	(6.07%)
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	63	70	70	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF THE LEGISLATIVE COUNSEL

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	8,049	8,051	2	0.02%
Personnel Base	8,049	8,049	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	2	2	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	5	5	-
Price Level Increases	-	5	5	-
C. PROGRAM CHANGES	844	297	(546)	(64.75%)
Administrative/Operational Costs	253	246	(6)	(2.48%)
Modernization Initiative	540	-	(540)	(100%)
Transparency Initiatives	51	51	-	-
TOTAL	8,893	8,353	(540)	(6.07%)
POSITIONS	70	70		

Explanation of Changes Shown on Schedule C

SALARIES, OFFICERS AND EMPLOYEES
OFFICE OF THE LEGISLATIVE COUNSEL

For salaries and expenses of the Office of the Legislative Counsel, \$8,352,975. The fiscal year (FY) 2016 budget request is (\$540,000) or (6.1%) below the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$8,050,875 for mandatory items, \$4,667 in price level increases, \$843,700 for program current services and a (\$546,267) decrease in program changes.

I. Personnel Details: FY'16 Request – \$8,050,875A. Base: \$8,049,275

- i. The estimated FY'15 personnel compensation will be \$8,049,275.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%
- iii. FY'16 Meritorious Increase – 0.02%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$0
- ii. FY'16 Cost of Living Prorated – \$0
- iii. FY'16 Meritorious Increase - \$1,600

II. Price Level Details: FY'16 Request – \$4,667

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$297,433A. Current Services:

- i. Administrative/Operational Costs: \$252,700 – This program includes expenditures for travel, rent, communications, printing, furniture, computer equipment (hardware & software), office supplies, maintenance fees, contract services (excluding contract services that are for special projects that have a separate program such as the Modernization Initiative or Transparency Initiative), staff training, and publications/subscriptions.
- ii. Modernization Initiative: \$540,000 – 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 and originally covered six (6) separate projects with three (3) different contractors, including (1) three (3) projects to 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) three (3) projects to 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. Transparency Initiatives: \$51,000 – 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 and improvement of our Ramseyer technology and the modernization initiative.

B. Proposed Changes:

- i. Administrative/Operational Costs: (\$6,267) – This decrease reflects the net of one time higher printing costs for FY’15 (which will not be present for FY’16) associated with the move from the Cannon House Office Building to the Ford House Office Building, moving to the use of iPhones and similar smartphone technology for enhanced communication capabilities and greater work flexibility, and also, savings achieved in FY’14 through the renegotiation of publications contracts.
- ii. Modernization Initiative: (\$540,000) - In FY’15, the HOLC’s budget request of \$540,000 for the completion of the Modernization Initiative was approved. Thus, we will not need to request this additional funding in FY’16.
- iii. Transparency Initiatives: \$0

SCHEDULE A – OFFICE OF INTERPARLIAMENTARY AFFAIRS

HOUSE OF REPRESENTATIVES
OFFICE OF INTERPARLIAMENTARY AFFAIRS
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	270	414	418	4	0.89%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	10	10	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	7	25	25	-	-
2400 Printing and Reproduction	-	10	10	-	-
2500 Other Services	-	25	25	-	-
2600 Supplies and Materials	29	290	286	(4)	(1.27%)
3100 Equipment	2	40	40	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	309	814	814	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	5	5	5	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF INTERPARLIAMENTARY AFFAIRS

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	414	418	4	0.89%
Personnel Base	414	414	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	3	3	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	400	396	(4)	(0.92%)
Office of Interparliamentary Affairs	400	396	(4)	(0.92%)
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) 2016 budget request is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$417,848 for mandatory items, no price level increase, \$399,914 for program current services and a (\$3,693) decrease in program changes.

- I. Personnel Details: FY'16 Request – \$417,848
 - A. Base: \$414,155
 - i. The estimated FY'15 personnel compensation will be \$414,155.
 - B. Budget Calculations:
 - i. FY'15 Cost of Living Annualized – (0.15%) 1.0%
 - ii. FY'16 Cost of Living Prorated – (0.74%) 1.7%
 - iii. FY'16 Meritorious Increase – 0%
 - C. Requested Changes:
 - i. FY'15 Cost of Living Annualized – \$604
 - ii. FY'16 Cost of Living Prorated – \$3,089
 - iii. FY'16 Meritorious Increase – \$0
- II. Price Level Details: FY'16 Request – \$0
The non-personnel estimated inflation factor is 1.9%.
- III. Program Details: FY'16 Request – \$396,221
 - A. Current Services:
 - i. Interparliamentary Affairs: \$399,914 – 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: (\$3,693) – This decrease in non-personnel expenses offsets the projected increase in personnel compensation due to the cost of living adjustments.

SCHEDULE A – TECHNICAL ASSISTANTS

HOUSE OF REPRESENTATIVES
TECHNICAL ASSISTANTS
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	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 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	3	3	3	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C -- TECHNICAL ASSISTANTS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 TECHNICAL ASSISTANTS

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 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	-	-

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) 2016 budget request is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

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

- I. Personnel Details: FY'16 Request – \$478,986
 - A. Base: \$478,986
 - i. The estimated FY'15 personnel compensation will be \$478,986.
 - B. Budget Calculations:
 - i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
 - ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%
 - C. Requested Changes:
 - i. FY'15 Cost of Living Annualized – \$0
 - ii. FY'16 Cost of Living Prorated – \$0
- II. Price Level Details: FY'16 Request – \$0
The non-personnel estimated inflation factor is 1.9%.
- III. Program Details: FY'16 Request – \$0
 - A. Current Services: \$0
 - B. Proposed Changes: \$0

SCHEDULE A – TOTAL OTHER AUTHORIZED EMPLOYEES

HOUSE OF REPRESENTATIVES
TOTAL – OTHER AUTHORIZED EMPLOYEES
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	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 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	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 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	-	-

SCHEDULE A – TOTAL – SALARIES, OFFICERS AND EMPLOYEES

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

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	97,749	110,718	114,030	3,312	2.99%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	245	403	483	80	19.87%
2200 Transportation of Things	-	12	13	1	8.33%
2300 Rent, Communications, Utilities	5,090	6,271	6,260	(11)	(0.18%)
2400 Printing and Reproduction	63	106	106	-	0.28%
2500 Other Services	20,001	26,260	26,646	386	1.47%
2600 Supplies and Materials	3,399	4,390	4,805	415	9.45%
3100 Equipment	14,614	23,185	25,527	2,341	10.1%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	141,161	171,345	177,869	6,524	3.81%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	1,024	1,209	1,209	-	-

SCHEDULE C – TOTAL – SALARIES, OFFICERS AND EMPLOYEES

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	110,718	114,030	3,312	2.99%
Personnel Base	110,718	110,718	-	-
Base Adjustment	-	335	335	-
Cost of Living Adjustment Annualized	-	245	245	-
Cost of Living Adjustment	-	1,303	1,303	-
Overtime Pay	-	611	611	-
Reclassifications	-	12	12	-
Temporary Positions	-	-	-	-
Longevity Increase	-	789	789	-
Meritorious Increase	-	17	17	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES	-	91	91	-
Price Level Increases	-	91	91	-
C. PROGRAM CHANGES	60,626	63,748	3,121	5.15%
Office of the Clerk	4,399	4,853	454	10.33%
Office of the Sergeant at Arms	2,770	5,091	2,321	83.8%
Office of the Chief Administrative Officer	48,933	50,843	1,910	3.9%
Office of Inspector General	1,275	1,230	(45)	(3.54%)
Office of General Counsel	98	129	31	31.55%
Office of the Parliamentarian	145	145	-	-
Office of the Law Revision Counsel	1,763	763	(1,000)	(56.72%)
Office of the Legislative Counsel	844	297	(546)	(64.75%)
Office of Interparliamentary Affairs	400	396	(4)	(0.92%)
TOTAL	171,345	177,869	6,524	3.81%
POSITIONS	1,209	1,209	-	-

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 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	-	500	-	(500)	(100%)
2200 Transportation of Things	45	45	46	-	1.9%
2300 Rent, Communications, Utilities	595	645	658	12	1.9%
2400 Printing and Reproduction	53	53	54	1	1.9%
2500 Other Services	1,124	2,129	2,170	40	1.9%
2600 Supplies and Materials	322	417	328	(89)	(21.34%)
3100 Equipment	355	355	362	7	1.9%
4200 Insurance Claims/Indemnities	8	8	8	-	-
Total	2,503	4,153	3,625	(528)	(12.7%)
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

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 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	-	61	61	-
Price Level Increases	-	61	61	-
C. PROGRAM CHANGES	4,153	3,564	(589)	(14.18%)
Administrative Costs	1,023	434	(589)	(57.56%)
Technology	3,130	3,130	-	-
TOTAL	4,153	3,625	(528)	(12.7%)
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, \$3,625,236. The fiscal year (FY) 2016 budget is (\$588,890) or (12.7%) below the *Consolidated and Further Continuing Appropriations Resolution, 2015* per Public Law 113-235

This amount includes \$0 for mandatory items, \$61,337 in price level increases, \$4,152,789 for program current services, and a (\$588,890) decrease in program changes.

- I. Personnel Details: FY'16 Request – \$0
 - A. Base: \$0
 - i. The estimated FY'15 personnel compensation will be \$0.
 - B. Budget Calculations:
 - i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
 - ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%
 - C. Requested Changes:
 - i. FY'15 Cost of Living Annualized – \$0
 - ii. FY'16 Cost of Living Prorated – \$0
- II. Price Level Details: FY'16 Request – \$61,337
The non-personnel estimated inflation factor is 1.9%.
- III. Program Details: FY'16 Request – \$3,563,899
 - A. Current Services:
 - i. Administrative Costs: \$1,023,145 – Provides non-personnel funding for supplies, insurance, and printing and graphics for certain Leadership offices.
 - ii. Technology: \$3,129,644 - 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: (\$588,890) – This decrease is associated with non-recurring FY2015 expenses.
 - ii. Technology: \$0

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 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	92	190	190	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	-	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	92	190	190	-	-

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %

POSITIONS

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

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 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	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) 2016 budget request is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

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

I. Personnel Details: FY'16 Request – \$0

A. Base: \$0

- i. The estimated FY'15 personnel compensation will be \$0.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$0
ii. FY'16 Cost of Living Prorated – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 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

SCHEDULE A – GOVERNMENT CONTRIBUTIONS

HOUSE OF REPRESENTATIVES
GOVERNMENT CONTRIBUTIONS
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Actuals	Enacted	Estimate	FY 2015	FY 2015
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
				Dollars (\$000)	Percent %
1100 Personnel Compensation	64	-	-	-	-
1200 Personnel Benefits	233,308	256,636	252,164	(4,472)	(1.74%)
1300 Benefits to Former Personnel	811	-	-	-	-
2100 Travel	-	-	-	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	320	-	-	-	-
2600 Supplies and Materials	-	-	-	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	234,504	256,636	252,164	(4,472)	(1.74%)
	FY 2014	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Actuals	Enacted	Estimate	FY 2015	FY 2015
				Net Change	Net Change %
POSITIONS	-	-	-	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C -- GOVERNMENT CONTRIBUTIONS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 GOVERNMENT CONTRIBUTIONS

	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Enacted	Estimate	FY 2015	FY 2015
	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
			Dollars (\$000)	Percent %
A. MANDATORY CHANGE	256,636	252,164	(4,472)	(1.74%)
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	256,636	252,164	(4,472)	(1.74%)
B. PRICE LEVEL INCREASES	-	-	-	-
C. PROGRAM CHANGES	-	-	-	-
TOTAL	256,636	252,164	(4,472)	(1.74%)
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
GOVERNMENT CONTRIBUTIONS

For salaries and expenses of Government Contributions, \$252,163,773. The fiscal year (FY) 2016 budget request is (\$4,472,003) or (1.7%) below the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$252,163,773 for mandatory items, \$0 for program current services and no program changes.

- I. Personnel Details: FY'16 Request – \$252,163,773
 - A. Base: \$252,163,773
 - i. The estimated FY'16 personnel benefits will be \$252,163,773.
 - B. Budget Calculations:
 - i. Cost estimates are based on thirty-seven (37) cents in benefit costs for every personnel dollar estimated to be earned in FY'16, which is \$690,386,051.
 - C. Requested Changes:
 - i. FY'16 Personnel Benefits – \$0
- II. Price Level Details: FY'16 Request – \$0
- III. Program Details: FY'16 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. Effective October 1, 2014, the government contribution rate increased from 16.7% to 18.4%.
 - 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 11.1% versus 18.4% 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 11.1% versus 18.4% 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 five (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 have the option to increase their contributions or cancel their contributions. Per P.L. 113-255, passed on December 18, 2014, the default investment fund for TSP participants will be changed from the G Fund to an age-appropriate asset allocation fund (L Fund) as recommended by the Federal Retirement Thrift Investment Board (FRTIB). Participants will continue to have the ability to change the investment allocation at any time.
- 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 \$118,500. 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 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	56	158	103	(55)	(34.99%)
2200 Transportation of Things	-	5	5	-	-
2300 Rent, Communications, Utilities	4,117	5,908	5,225	(682)	(11.55%)
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	872	1,151	2,211	1,061	92.17%
2600 Supplies and Materials	177	194	234	40	20.75%
3100 Equipment	4,132	8,801	8,510	(291)	(3.31%)
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	9,355	16,217	16,289	72	0.44%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – BUSINESS CONTINUITY/DISASTER RECOVERY

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 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	16,217	16,289	72	0.44%
Business Continuity/Disaster Recovery	16,217	16,289	72	0.44%
TOTAL	16,217	16,289	72	0.44%
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, \$16,289,000. The fiscal year (FY) 2016 budget is an increase of \$71,992 or 0.4% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$0 for mandatory items, no price level increases, \$16,217,008 for program current services and \$71,992 increase in program changes.

- I. Personnel Details: FY'16 Request – \$0
 - A. Base: \$0
 - i. The estimated FY'15 personnel compensation will be \$0.
 - B. Budget Calculations:
 - i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
 - ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%
 - C. Requested Changes:
 - i. FY'15 Cost of Living Annualized – \$0
 - ii. FY'16 Cost of Living Prorated – \$0
- II. Price Level Details: FY'16 Request – \$0
 - The non-personnel estimated inflation factor is 1.9%.
- III. Program Details: FY'16 Request – \$16,289,000
 - A. Current Services:
 - i. Business Continuity/Disaster Recovery: \$16,217,008 – The Business Continuity/Disaster Recovery (BC/DR) program provides contingency planning and operations support, as well as improvements and enhancements to technical infrastructure, systems, information security, emergency communications, and business continuity capabilities of the U.S. House of Representatives. This program covers the sustainment costs for capabilities implemented post 9/11, as well as the development and implementation of new capabilities. In April 2013, the CAO Continuity Policy was updated after a comprehensive evaluation by CAO and the CAO Chiefs. This policy is the driver for ensuring the CAO is ready and equipped to provide support to the House during disruptive events.

More than half of the BC/DR request supports two major capabilities: the Alternate Computing Facility (ACF) and lifecycle replacement of

all CAO Continuity Capabilities. The ACF currently provides redundant data system services to the House including data center operations in support of electronic message (email and mobile device communications), database and financial systems. In addition to the data center operations, this facility provides general continuity services for First Call, House Technical Call Center, Network Operations, CAO Support Services and general office space for House Officers.

The lifecycle replacement portion of the BC/DR request supports the crucial replacement of continuity hardware and services enabling the CAO to properly maintain and upgrade BC/DR infrastructure and hardware – including hardware and infrastructure that are used on a daily basis (such as a robust voice and data capability on the Capitol Campus and in the District Offices). Providing funding for lifecycle replacement ensures that CAO essential support services can continue during and following a disruptive event.

B. Proposed Changes:

- i. Business Continuity/Disaster Recovery: \$71,992 – This request supports an anticipated FY 2016 price increase in the Continuity Support contract. This contract provides critical support for Continuity of Operations (COOP) planning and operations, Information Technology (IT) Disaster Recovery planning and operations, Contingency Site and Capability Management, Incident Management, and Internal CAO Test, Training, and Exercises (TT&E).

SCHEDULE A – TRANSITION ACTIVITIES

HOUSE OF REPRESENTATIVES
TRANSITION ACTIVITIES
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	-	782	15	(767)	(98.08%)
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	-	2,879	40	(2,839)	(98.61%)
2600 Supplies and Materials	-	76	2,029	1,953	2,569.74%
3100 Equipment	15	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	15	3,737	2,084	(1,653)	(44.23%)
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C - TRANSITION ACTIVITIES

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 TRANSITION ACTIVITIES

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 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	3,737	2,084	(1,653)	(44.23%)
Transition Activities	3,737	2,084	(1,653)	(44.23%)
TOTAL	3,737	2,084	(1,653)	(44.23%)
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES
TRANSITION ACTIVITIES

For salaries and expenses of the Transition Activities, \$2,084,000. The fiscal year (FY) 2016 budget is (\$1,653,000) or (44.2%) below the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$0 for mandatory items, \$0 for inflation, \$3,737,000 for program current services and (\$1,653,000) decrease in program changes.

- I. Personnel Details: FY'16 Request – \$0
 - A. Base: \$0
 - i. The estimated FY'15 personnel compensation will be \$0.
 - B. Budget Calculations:
 - i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
 - ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%
 - C. Requested Changes:
 - i. FY'15 Cost of Living Annualized – \$0
 - ii. FY'16 Cost of Living Prorated – \$0
- II. Price Level Details: FY'16 Request – \$0
The non-personnel estimated inflation factor is 1.9%.
- III. Program Details: FY'16 Request – \$2,084,000
 - A. Current Services:
 - i. Transition Activities: \$3,737,000 – This request provides funding for transition operations activities. Although Transition occurs biennially (odd years), there are on-going Transition related activities that occur each year. Transition operations include furniture purchases, replacement of drapes and carpeting, rental of warehouse space for furniture storage, transition contractor support in logistics, telecommunications and financial services, and office supplies.
 - B. Proposed Changes:
 - i. Transition Activities: (\$1,653,000) – This request typically decreases in non-Transition years. Funding is required in the fourth quarter of FY2016 to fund Transition related activities that require long lead times such as furniture and furnishings purchases and ramping up contractor support for the 115th Congress.

SCHEDULE A – WOUNDED WARRIOR PROGRAM

HOUSE OF REPRESENTATIVES
WOUNDED WARRIOR PROGRAM
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,827	2,250	2,250	-	-
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	75	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	2	15	15	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,906	2,500	2,500	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	38	50	50	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – WOUNDED WARRIOR PROGRAM

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 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) 2016 budget is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

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

I. Personnel Details: FY'16 Request – \$2,250,000A. Base: \$2,250,000

- i. The estimated FY'15 personnel compensation will be \$2,250,000.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$0
- ii. FY'16 Cost of Living Prorated – \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 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

SCHEDULE A – OFFICE OF CONGRESSIONAL ETHICS

HOUSE OF REPRESENTATIVES
OFFICE OF CONGRESSIONAL ETHICS
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	1,028	1,098	1,159	61	5.54%
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	76	85	100	15	17.65%
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	30	30	30	-	-
2400 Printing and Reproduction	-	3	3	-	-
2500 Other Services	162	190	190	-	-
2600 Supplies and Materials	20	54	35	(19)	(35.22%)
3100 Equipment	4	7	7	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	1,320	1,467	1,524	57	3.87%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	9	10	10	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF CONGRESSIONAL ETHICS

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	1,098	1,159	61	5.54%
Personnel Base	1,098	1,098	-	-
Base Adjustment	-	44	44	-
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	-	2	2	-
Price Level Increases	-	2	2	-
C. PROGRAM CHANGES	369	363	(6)	(1.53%)
Administration	369	363	(6)	(1.53%)
TOTAL	1,467	1,524	57	3.87%
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, \$1,523,779. The fiscal year (FY) 2016 budget request is \$56,749 or 3.9% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$1,158,779 for mandatory items, \$1,615 in price level increases, \$369,030 for program current services and a (\$5,645) decrease in program changes.

I. Personnel Details: FY'16 Request – \$1,158,779A. Base: \$1,098,000

- i. The estimated FY'15 personnel compensation will be \$1,098,000.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized - \$2,745
- ii. FY'16 Cost of Living Prorated- \$14,034
- iii. FY'16 Base Adjustment - \$44,000
 - This adjustment is requested to increase the FY'16 personnel compensation base to adequately fund the 10th authorized position.

II. Price Level Details: FY'16 Request – \$1,615

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$363,385A. Current Services:

- i. Administration: \$369,030 – 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: (\$5,645) – This reduction was realized from analysis of the previous year's non-personnel expenditures and determined to be non-recurring costs.

SCHEDULE A – MISCELLANEOUS ITEMS

**HOUSE OF REPRESENTATIVES
MISCELLANEOUS ITEMS
BY OBJECT CLASS**

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	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	358	400	400	-	-
2100 Travel	205	221	221	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	-	-	-	-	-
2400 Printing and Reproduction	-	-	-	-	-
2500 Other Services	36	36	36	-	-
2600 Supplies and Materials	42	64	64	-	-
3100 Equipment	-	-	-	-	-
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	641	720	720	-	-
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – MISCELLANEOUS ITEMS

HOUSE OF REPRESENTATIVES
 DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
 MISCELLANEOUS ITEMS

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 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	720	720	-	-
Gratuities to Beneficiaries of Deceased Staff	400	400	-	-
House Autos	280	280	-	-
Interparliamentary Receptions	40	40	-	-
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) 2016 budget request is flat with the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

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

I. Personnel Details: FY'16 Request – \$0A. Base: \$0

- i. The estimated FY'15 personnel compensation will be \$0.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%

C. Requested Changes:

- i. FY'15 Cost of Living Annualized - \$0
- ii. FY'16 Cost of Living Prorated - \$0

II. Price Level Details: FY'16 Request – \$0

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$720,247A. Current Services:

- i. Gratuities to Heirs of Deceased Employees: \$400,247 – This program funds and pays gratuities to heirs of deceased House employees.
- ii. House Automobiles: \$280,000 – This program funds the purchase, exchange, maintenance, repair and operation of House motor vehicles.
- iii. Interparliamentary Receptions: \$40,000 – 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. Gratuities to Heirs of Deceased Employees: \$0
- ii. House Automobiles: \$0
- iii. Interparliamentary Receptions: \$0

SCHEDULE A - TOTAL - ALLOWANCES AND EXPENSES

HOUSE OF REPRESENTATIVES
TOTAL - ALLOWANCES AND EXPENSES
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Actuals	Enacted	Estimate	FY 2015	FY 2015
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
				Dollars (\$000)	Percent %
1100 Personnel Compensation	2,919	3,348	3,409	61	1.82%
1200 Personnel Benefits	233,308	256,636	252,164	(4,472)	(1.74%)
1300 Benefits to Former Personnel	1,169	400	400	-	-
2100 Travel	412	1,184	644	(540)	(45.63%)
2200 Transportation of Things	46	50	51	-	1.71%
2300 Rent, Communications, Utilities	4,834	7,557	6,120	(1,437)	(19.02%)
2400 Printing and Reproduction	56	63	64	1	1.6%
2500 Other Services	2,515	6,390	4,652	(1,738)	(27.2%)
2600 Supplies and Materials	562	819	2,704	1,885	230.17%
3100 Equipment	4,506	9,164	8,879	(284)	(3.1%)
4200 Insurance Claims/Indemnities	8	8	8	-	-
Total	250,334	285,620	279,097	(6,524)	(2.28%)
	FY 2014	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Actuals	Enacted	Estimate	FY 2015	FY 2015
POSITIONS	47	60	60	-	-

SCHEDULE C – TOTAL – ALLOWANCES AND EXPENSES

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

	FY 2015	FY 2016	FY 2016 vs.	FY 2016 vs.
	Enacted	Estimate	FY 2015	FY 2015
	Dollars (\$000)	Dollars (\$000)	Net Change	Net Change
			Dollars (\$000)	Percent %
A. MANDATORY CHANGE	259,984	255,573	(4,411)	(1.7%)
Personnel Base	3,348	3,348	-	-
Base Adjustment	-	44	44	-
Cost of Living Adjustment Annualized	-	3	3	-
Cost of Living Adjustment	-	14	14	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	256,636	252,164	(4,472)	(1.74%)
B. PRICE LEVEL INCREASES	-	63	63	-
Price Level Increases	-	63	63	-
C. PROGRAM CHANGES	25,637	23,461	(2,176)	(8.49%)
Supplies, Materials, Administrative Costs and Federal Tort Claims	4,153	3,564	(589)	(14.18%)
Official Mail for Committees, Leadership Offices, and Administrative Offices of the House	190	190	-	-
Business Continuity/Disaster Recovery	16,217	16,289	72	0.44%
Transition Activities	3,737	2,084	(1,653)	(44.23%)
Wounded Warrior Program	250	250	-	-
Congressional Ethics	369	363	(6)	(1.53%)
Miscellaneous Items	720	720	-	-
TOTAL	285,620	279,097	(6,524)	(2.28%)
POSITIONS	60	60	-	-

SCHEDULE A – JOINT COMMITTEE ON TAXATION

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	7,999	9,091	8,815	(276)	(3.03%)
1200 Personnel Benefits	-	-	-	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	-	17	17	-	-
2200 Transportation of Things	-	-	-	-	-
2300 Rent, Communications, Utilities	104	105	113	8	7.62%
2400 Printing and Reproduction	3	6	6	-	-
2500 Other Services	53	205	350	145	70.54%
2600 Supplies and Materials	385	320	425	105	32.81%
3100 Equipment	924	351	574	223	63.53%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	9,469	10,095	10,300	205	2.03%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	62	77	77	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C -- JOINT COMMITTEE ON TAXATION

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

	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
A. MANDATORY CHANGE	9,091	8,815	(276)	(3.03%)
Personnel Base	9,091	9,091	-	-
Base Adjustment	-	(415)	(415)	-
Cost of Living Adjustment Annualized	-	23	23	-
Cost of Living Adjustment	-	116	116	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	-	-	-	-
B. PRICE LEVEL INCREASES		19	19	-
Price Level Increases		19	19	-
C. PROGRAM CHANGES	1,004	1,466	462	46.01%
Joint Committee on Taxation Miscellaneous	1,004	1,466	462	46.01%
TOTAL	10,095	10,300	205	2.03%
POSITIONS	77	77	-	-

Explanation of Changes Shown on Schedule C

JOINT COMMITTEE ON TAXATION

For salaries and expenses of the Joint Committee on Taxation, \$10,300,000. The fiscal year (FY) 2016 budget request is \$205,000 or 2.0% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$8,815,387 for mandatory items, \$18,639 in price level increases, \$1,004,000 for program current services and a \$461,974 increase in program changes.

I. Personnel Details: FY'16 Request – \$8,815,387

A. Base: \$9,091,000

- i. The estimated FY'15 personnel compensation will be \$9,091,000.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%
 ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%
 iii. FY'16 Meritorious Increase – 0%

i.

C. Requested Changes:

- i. FY'15 Cost of Living Annualized – \$22,728
 ii. FY'16 Cost of Living Prorated – \$116,200
 iii. FY'16 Meritorious Increase – \$0
 iv. FY'16 Base Adjustment – (\$414,541)

ii.

- This decrease is needed to accommodate essential non-personnel resources associated with upgrading the Macroeconomic Equilibrium Growth model in FY'16. Please reference the Proposed Changes section for more information.

II. Price Level Details: FY'16 Request – \$18,639

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$1,465,974

A. 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: \$461,974 - This increase is needed to fund the anticipated costs of upgrading the Macroeconomic Equilibrium Growth model (MEG), used by the staff to analyze the macroeconomic effects of tax policy in compliance with House Rule XIII, which was developed a decade ago as well as upgrading the Committee's custom designed document management software which is used to process and track work on the more than 1,400 member office requests received per Congress. Current software is more than six (6) years old and incompatible with the latest operating systems.

SCHEDULE A – OFFICE OF ATTENDING PHYSICIAN

HOUSE OF REPRESENTATIVES
OFFICE OF ATTENDING PHYSICIAN
BY OBJECT CLASS

	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change
	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Dollars (\$000)	Percent %
1100 Personnel Compensation	-	-	-	-	-
1200 Personnel Benefits	158	162	162	-	-
1300 Benefits to Former Personnel	-	-	-	-	-
2100 Travel	7	50	77	27	54%
2200 Transportation of Things	-	-	8	8	-
2300 Rent, Communications, Utilities	47	100	219	119	119%
2400 Printing and Reproduction	2	3	-	(3)	(100%)
2500 Other Services	2,309	2,539	2,692	153	6.03%
2600 Supplies and Materials	382	447	534	87	19.48%
3100 Equipment	2	70	105	35	50%
4200 Insurance Claims/Indemnities	-	-	-	-	-
Total	2,907	3,371	3,797	426	12.64%
	FY 2014	FY 2015	FY 2016	FY 2016 vs. FY 2015	FY 2016 vs. FY 2015
	Actuals	Enacted	Estimate	Net Change	Net Change %
POSITIONS	-	-	-	-	-

FY 2014 actuals reflect data as of September 30, 2014. These are expenditures only and do not reflect open obligations or post FY spending.

SCHEDULE C – OFFICE OF ATTENDING PHYSICIAN

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

	FY 2015 Enacted Dollars (\$000)	FY 2016 Estimate Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Dollars (\$000)	FY 2016 vs. FY 2015 Net Change Percent %
A. MANDATORY CHANGE	162	162	-	-
Personnel Base	-	-	-	-
Base Adjustment	-	-	-	-
Cost of Living Adjustment Annualized	-	-	-	-
Cost of Living Adjustment	-	-	-	-
Overtime Pay	-	-	-	-
Reclassifications	-	-	-	-
Temporary Positions	-	-	-	-
Longevity Increase	-	-	-	-
Meritorious Increase	-	-	-	-
Personnel Benefits	162	162	-	-
B. PRICE LEVEL INCREASES	-	13	13	-
Price Level Increases	-	13	13	-
C. PROGRAM CHANGES	3,209	3,623	413	12.88%
Miscellaneous	723	931	207	28.68%
Reimbursement to the Navy	2,486	2,692	206	8.29%
TOTAL	3,371	3,797	426	12.64%
POSITIONS	-	-	-	-

Explanation of Changes Shown on Schedule C

OFFICE OF ATTENDING PHYSICIAN

For salaries and expenses of the Office of Attending Physician, \$3,797,100. The fiscal year (FY) 2016 budget request is \$426,100 or 12.6% above the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235.

This amount includes \$161,760 for mandatory items, \$12,678 in price level increases, \$3,209,240 for program current services and a \$413,422 increase in program changes.

I. Personnel Details: FY'16 Request – \$161,760

A. Base: \$161,760

- i. The estimated FY'15 personnel benefits will be \$161,760.

B. Budget Calculations:

- i. FY'15 Cost of Living Annualized – (0.25%) 1.0%

- ii. FY'16 Cost of Living Prorated – (1.28%) 1.7%

C. Requested Changes:

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

- ii. FY'16 Cost of Living Prorated – \$0

II. Price Level Details: FY'16 Request – \$12,678

The non-personnel estimated inflation factor is 1.9%.

III. Program Details: FY'16 Request – \$3,622,662

A. Current Services:

- i. Miscellaneous: \$723,240 – The Office of 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: \$2,486,000 – The Office of Attending Physician (OAP) has an ongoing contract with the U.S. Navy for services including medical staff and equipment.

B. Proposed Changes:

- i. Miscellaneous: \$207,422 – This increase reflects the anticipated increases in costs of preventative medicine, vaccines, and personal protective equipment (PPE) etc. as well as the purchase and implementation of a new electronic medical record system.
- ii. Reimbursement to the Navy: \$206,000 – This increase is based on the anticipated FY'16 cost of the U.S. Navy contracted services.

**Appendices to the U.S. House of Representatives
Zero Based Budgeting for FY2016 Request**

During the formulation of FY2016, 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 Inspector General
- Office of 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 2016 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'16 Budget Request
\$24,980,898

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 oversee 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 2016 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 2016; 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 2016 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'16 Budget Request

\$14,827,120

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 10 of the 11 authorized positions. The increase in funding for this functional component is due in large part to travel to advance and support the 2016 Presidential conventions in addition to the non-recurring purchase of supplies and materials (Member and spouse pins and license plates) needed for the 115th Congress.

Protocol and Chamber Operations – The division of Protocol and Chamber Operations is comprised of the following sections: Chamber Security, Chamber Support Services, Protocol and the House Appointments Desks. Chamber Security and Chamber Support Services staff facilitate access to and maintain decorum in the House Chamber. Protocol staff assist with the ceremonial duties of the Sergeant at Arms. Appointments Desk staff facilitate access to the Capitol Building for visitors on official business. To support these activities funding for 42 of the 45 authorized positions is requested for personnel. Additionally, funding is requested for temporary staff assistance during the peak visitor/tourist season to assist with controlling access to the House floor and galleries.

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 43 of the 43 authorized positions is requested for personnel. The increase in funding for this functional component is due to non-recurring costs associated with the purchase of parking permits for the 115th Congress in addition to funds requested staff training.

House Security – The division House Security 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 6 of the 6 authorized positions is requested for personnel. The increase in funding for this functional component is due to the non-recurring costs associated with the purchase of office equipment.

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 all of the 12 authorized positions is requested for personnel. The increase in funding for this functional component is due to the purchase of ID badge supplies with enhanced security features and the purchase and maintenance of wireless equipment.

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 of the 14 authorized 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 increase in funding is for the purchase of updated security screening equipment and the life cycle replacement of emergency preparedness equipment.

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 128 positions.

**Office of the Chief Administrative Officer
FY 2016 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'16 Budget Request

\$117,165,000

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 2015 Consolidated Appropriations per P.L. 113-235	FY 2016 Budget Request	FY'16 Request vs. FY'15 Appropriation \$	FY'16 Request vs. FY'15 Appropriation %
Chief Administrative Officer				
CAO Immediate Office and Galleries	\$ 11,383,000	\$ 9,566,000	\$ (1,817,000)	-15.96%
Acquisitions Management	\$ 10,275,000	\$ 10,319,000	\$ 44,000	0.43%
Finance	\$ 10,394,000	\$ 10,676,000	\$ 282,000	2.71%
House Information Resources	\$ 57,094,000	\$ 61,976,000	\$ 4,882,000	8.55%
House Recording Studio	\$ 5,253,000	\$ 5,504,000	\$ 251,000	4.78%
Human Resources	\$ 2,671,000	\$ 3,029,000	\$ 358,000	13.40%
Logistics and Support	\$ 16,030,000	\$ 16,095,000	\$ 65,000	0.41%
Total CAO Budget	\$ 113,100,000	\$ 117,165,000	\$ 4,065,000	3.59%

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.

CAO IMMEDIATE OFFICE SUMMARY - FY'16 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'16 Budget		
11-Personnel Compensation	\$ 5,265,000	
21-Travel	\$ 59,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 94,000	
24-Printing	\$ 10,000	
25-Other Services	\$ 4,189,000	
26-Supplies and Materials	\$ 677,000	
31-Equipment	\$ 1,089,000	
Subtotal Tier 1	\$ 11,383,000	
Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 223,000	The FY 2016 budget request for the CAO IO is (\$1,817,000) or -16.0% below the FY 2015 Appropriation. In FY 2016, the CAO requests the realignment of capital planning funds to HIR for the PeopleSoft Financial System resulting in a decrease to the Immediate Office. Originally funded as a project, PeopleSoft is now an annual operational expense. The CAO also requests funding to support personnel increases for the anticipated COLA, longevities, and overtime; software remediation contractor assistance for the Internal Controls program; House-wide Roll Call and National Journal subscriptions. The overall result is a decrease to the Immediate Office due to the realignment of funds.
21-Travel	\$ 5,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ (7,000)	
24-Printing	\$ (1,000)	
25-Other Services	\$ (2,262,000)	
26-Supplies and Materials	\$ 225,000	
31-Equipment	\$ -	
Subtotal Tiers 1&2	\$ 9,566,000	
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	\$ 9,566,000	

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, fitness center, dry cleaners, and traditional and digital mail operations.

ACQUISITIONS MANAGEMENT SUMMARY - FY'16 BUDGET REQUEST TABLE

	Amount	Narrative
Tier 1: Flat		
11-Personnel Compensation	\$ 1,696,000	
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 109,000	
24-Printing	\$ -	
25-Other Services	\$ 8,035,000	
26-Supplies and Materials	\$ -	
31-Equipment	\$ 435,000	
Subtotal Tier 1	\$ 10,275,000	
Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 44,000	The FY 2016 budget request for Acquisitions is \$44,000 or 0.4% above the FY 2015 Appropriation. This increase is solely due to the anticipated COLA and longevities.
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ 64,000	
26-Supplies and Materials	\$ -	
31-Equipment	\$ (64,000)	
Subtotal Tiers 1&2	\$ 10,319,000	
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	\$ 10,319,000	

Finance The Office of Finance provides financial management services to the House community including accounting, financial counseling for official expenses and voucher processing, payroll and benefits counseling and processing for Members of Congress and staff, and House budget management.

FINANCE SUMMARY - FY'16 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'16 Budget		
11-Personnel Compensation	\$ 9,635,000	
21-Travel	\$ 3,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 90,000	
24-Printing	\$ 5,000	
25-Other Services	\$ 450,000	
26-Supplies and Materials	\$ 70,000	
31-Equipment	\$ 141,000	
Subtotal Tier 1	\$ 10,394,000	
Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 282,000	The FY 2016 budget request for Finance is \$282,000 or 2.7% above the FY 2015 Appropriation. This increase is solely due to the anticipated COLA, longevities, and overtime.
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	\$ 10,676,000	
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	\$ 10,676,000	

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.

HOUSE INFORMATION RESOURCES SUMMARY - FY'16 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'16 Budget		
11-Personnel Compensation	\$ 30,704,000	
21-Travel	\$ 101,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 5,120,000	
24-Printing	\$ 5,000	
25-Other Services	\$ 6,077,000	
26-Supplies and Materials	\$ 621,000	
31-Equipment	\$ 14,466,000	
Subtotal Tier 1	\$ 57,094,000	
Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 845,000	The FY 2016 budget request for House Information Resources is \$4,882,000 or 8.6% above the FY 2015 Appropriation. In FY 2016, the CAO requests the realignment of capital planning funds to HIR for the PeopleSoft Financial System resulting in an increase. Originally funded as a project, PeopleSoft is now an annual operational expense. The CAO also requests funding to support personnel increases for the anticipated COLA and longevities; renewal of the VMware Enterprise license which is on a 5-year renewal cycle; and anticipated increases in hardware/software maintenance and licenses.
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ 1,083,000	
26-Supplies and Materials	\$ (1,000)	
31-Equipment	\$ 2,955,000	
Subtotal Tiers 1&2	\$ 61,976,000	
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	\$ 61,976,000	

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

HOUSE RECORDING STUDIO SUMMARY - FY'16 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'16 Budget		
11-Personnel Compensation	\$ 4,349,000	
21-Travel	\$ 5,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 180,000	
24-Printing	\$ -	
25-Other Services	\$ 455,000	
26-Supplies and Materials	\$ 70,000	
31-Equipment	\$ 194,000	
Subtotal Tier 1	\$ 5,253,000	
Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 251,000	The FY 2016 budget request for House Recording Studio is \$251,000 or 4.8% above the FY 2015 Appropriation. This increase is solely due to the anticipated COLA, longevities, and overtime.
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	\$ 5,504,000	
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	\$ 5,504,000	

Human Resources - The Office of Human Resources provides personnel services to the CAO. The HR Immediate Office (which encompasses CAO Human Resources, Diversity and Organizational Change Management, Privacy Assurance, and Safety and Personnel Security) provides the internal full life-cycle HR services to the CAO organization. The Office of Employee Assistance, House Learning Center and House Wounded Warrior Program, within Human Resources, provides external House-wide HR services.

HUMAN RESOURCES SUMMARY - FY'16 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY 16 Budget		
11-Personnel Compensation	\$ 2,054,000	
21-Travel	\$ 21,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 29,000	
24-Printing	\$ 15,000	
25-Other Services	\$ 346,000	
26-Supplies and Materials	\$ 57,000	
31-Equipment	\$ 149,000	
Subtotal Tier 1	\$ 2,671,000	
Tier 2: Zero-based budgeting; applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 54,000	The FY 2016 budget request for Human Resources is \$358,000 or 13.4% above the FY 2015 Appropriation. In FY 2016, additional funding is being requested for the anticipated COLA and longevities; Privacy program implementation; contractor support for new initiatives, i.e. labor relations, professional development, and recruiting; and the CAO Safety program.
21-Travel	\$ 1,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ 4,000	
25-Other Services	\$ 277,000	
26-Supplies and Materials	\$ 12,000	
31-Equipment	\$ 10,000	
Subtotal Tiers 1&2	\$ 3,029,000	
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	\$ 3,029,000	

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.

LOGISTICS AND SUPPORT SUMMARY - FY'16 BUDGET REQUEST TABLE

Description	Amount	Narrative
Tier 1: Flat FY'16 Budget		
11-Personnel Compensation	\$ 10,464,000	
21-Travel	\$ 40,000	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 114,000	
24-Printing	\$ -	
25-Other Services	\$ 2,308,000	
26-Supplies and Materials	\$ 1,629,000	
31-Equipment	\$ 1,475,000	
Subtotal Tier 1	\$ 16,030,000	
Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 456,000	The FY 2016 budget request for Logistics and Support is \$65,000 or 0.4% above the FY 2015 Appropriation. In FY 2016, additional funding is being requested for the anticipated COLA and longevities. This increase is partially offset due to decreases in inventory and restoring the quantities to recommended levels. This initiative is a direct result of an IG Management Advisory recommending implementation of the Economic Order Quantity (EOQ) Model to reduce purchasing quantities and inventory holding costs.
21-Travel	\$ -	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ (391,000)	
26-Supplies and Materials	\$ -	
31-Equipment	\$ -	
Subtotal Tiers 1&2	\$ 16,095,000	
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	\$ 16,095,000	

Zero Based Budgeting Applied

The CAO continues to strive for maintaining current services with a near flat operating budget. During the summer months, the CAO performed an intense internal analysis of the FY 2015 budget which 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 2015 accordingly and began formulating our FY 2016 budget request.

All FY 2016 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 this review 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 - Steady State or Innovation; Customer Facing Internal or External; Business Unit Priority Mandatory or Discretionary; and Cost Sharing Options. 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 annual increases on key activities and services as well as hardware/software maintenance and licenses. During this process, the CAO determined that a small operational increase was required to maintain these activities and services.

**Office of the Inspector General
FY 2016 Zero Based Budgeting
Appendix to the Narrative of Schedule C**

Legislative History

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 (H. Res. 423, 102nd Congress) to conduct periodic audits of the financial and administrative functions of the House and of joint entities.

Mission Statement

The OIG's mission is to provide value-added recommendations for improving the performance, accountability, and integrity of House financial, administrative, and technology-based operations through performance of independent audit, advisory, and investigative services in a non-partisan manner. In collaboration with the Committee on House Administration (Committee), on a bi-partisan basis, the OIG continues to do its part to contribute to a more effective and efficient House support structure by identifying and helping mitigate significant risks to the House; highlighting opportunities for improving the efficiency of House operations; and serving as a constructive critic, risk advisor, and positive change agent.

FY'16 Budget Request

\$4,741,809

Strategic Plan

The OIG supports House governance activities by performing audits, advisory, and investigative services in coordination with the Committee on House Administration and House Leadership.

The OIG has three main Strategic Goals:

- Improve House financial and administrative operations
- Protect the integrity of House financial and administrative operations
- Ensure quality and excellence in our organization

Functional Components

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 and Financial Audits, and Investigations
- Information Systems Audits

- Management Advisory Services
- Support Services

The OIG operates three distinct programs:

Audit, Advisory, and Investigative Services (AAIS)

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 physical security) the integrity of information system networks, the operations of application systems, and management of the data they contain.

The OIG prepares an Annual 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.

The OIG executes its 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 AAIS Program budget includes salaries for the Inspector General (IG), 2 Deputy IGs, and 18 audit, advisory, investigative, and quality assurance staff members. The AAIS Program budget also includes funding for audit-specific training, audit-specific supplies (e. g. computer hardware, software and licensing support, and forensic tools for audits and investigations), printing of OIG and Fraud Awareness brochures, and audit-related subscriptions and publications used as guides, references, and resources in the performance and planning of audits and investigations. Based upon specific job requirements, the OIG may augment its staff with contractors having specialized technical skills or subject matter expertise.

AAIS Program – (FY'16 Zero-based Budget)

Net Change: \$0. The program budget was formulated starting with the FY'15 personnel salary base for the 18 HEPCA-covered AAIS staff and adding the mandatory COLA increase of \$39,445, then adding the salaries for the 3 non HEPCA-covered staff.

The OIG is required to engage an independent firm to perform the annual audit of the House financial statements. The contracted amount for this mandatory independently contracted audit is built in to the base budget for current services. The remaining budget for the AAIS Program is based on the past year's spending trends and minimum estimates of the amount needed for current and planned services and support.

The increase for the COLA for 18 AAIS staff salaries is offset by a reduction in the Other Services budget of (\$39,445). 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 COLA without significant impact to the OIG's mission.

FY'16 Budget Request - AUDIT, ADVISORY, AND INVESTIGATIVE SERVICES

Description	Amount	Narrative
<p>Tier 1: Flat with FY'15 Budget per PL 113-235</p> <p style="text-align: center;">Appropriations</p>		
11-Personnel Compensation	\$ 3,090,511.00	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.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing	\$ 3,000.00	The OIG makes use of House Graphics Services and outside printers for creating informational brochures on the OIG's mission and functions and on fraud awareness.
25-Other Services	\$ 905,000.00	In support of 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 software license agreements and audit-specific training is covered under this BOC.
26-Supplies and Materials	\$ 72,000.00	Includes audit-specific supplies and subscriptions.
31-Equipment	\$ 17,000.00	Includes purchase of audit-specific equipment, forensic tools, software.
Subtotal Tier 1	\$ 4,087,511.00	

Tier 2: Zero-based budgeting applied to Flat FY'16 Budget

11-Personnel Compensation	\$	39,445.00	Increase to 18 HEPCA-covered AAIS staff salaries due to mandatory COLA.
21-Travel			
23-Rent, Communications, Utilities			
24-Printing			
			Decrease to internally absorb the mandatory COLA increase for 18 HEPCA-covered AAIS Program. This decrease could potentially affect 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 currently able to absorb this COLA without significant impact to the OIG's mission.
25-Other Services	\$	(39,445.00)	
26-Supplies and Materials			
31-Equipment			
Subtotal Tiers 1&2	\$	4,087,511.00	

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			
			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 the requested budget levels.
Subtotal Tiers 1,2,&3	\$	4,087,511.00	
AAIS PROGRAM FY'16 Request	\$	4,087,511.00	

General Operations (OPS)

The Office of Inspector General's Operations Program provides human resources management, contracting and procurement, IT support, budget formulation and execution, process improvements and automation, and other administrative support activities to ensure audit, advisory, and investigative staff and executive management has the necessary resources, services, and support to effectively and efficiently perform mission activities. The OPS Program budget includes salaries for three OPS Program staff members, as well as funding for the purchase of general office supplies, equipment (including maintenance agreements), office furnishings, enterprise computer software, hardware, and/or licensing agreements, relevant publications, communications equipment and service subscriptions, consultant and technical service support, and payment for shipment of purchased items.

OPS Program – (FY'16 Zero-based Budget)

Net Change: \$0. The program budget was formulated starting with the FY'15 personnel salary base for the three HEPCA-covered OPS staff and adding the mandatory COLA increase of \$5,751.

The remaining program budget is based on necessary service contracts for maintenance of the OIG's enterprise systems, office equipment, communications plans, and on the past year's spending trends for supplies and subscriptions, and minimum estimates of the amount needed for current and planned services.

The \$5,751 increase due to the mandatory COLA was offset by a (\$5,751) reduction in the Rent, Communications, and Utilities budget. This offset should not affect current or planned services for the OPS Program, as a decrease in the FY'15 RCU budget, which will fund a one-time purchase of new mobile devices in FY'15, was planned for FY'16.

FY'16 Budget Request - OPERATIONS PROGRAM

Description	Amount	Narrative
<p>Tier 1: Flat with FY'15 Budget per PL 113-235</p>		
Appropriations		<p>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 perform the OIG's primary mission.</p>
11-Personnel Compensation	\$ 376,298.00	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) or the actual step, if greater than a step 6.
21-Travel	\$ -	
23-Rent, Communications, Utilities	\$ 52,000.00	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 outside vendors.
25-Other Services	\$ 91,000.00	Includes the technical service contract to maintain and support the OIG's IT infrastructure, renewal of enterprise software license support agreements, and contracts with subject matter experts to assist the OIG in creating greater efficiencies in our enterprise systems and processes.
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	\$ 571,298.00	

Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 5,751.00	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	\$ (5,751.00)	Reduction in Rent, Communications, and Utilities to offset increase due to mandatory COLA.
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1&2	\$ 571,298.00	
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	\$ 571,298.00	No changes for optimal funding.
OPS PROGRAM FY'16 Request	\$ 571,298.00	

Training (TRN)

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.

The OIG is also certified as a training provider through the National Association of State Boards of Accountancy (NASBA); therefore some training can be developed and delivered internally. The majority of the OIG's 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, training/learning aids, and publications associated with OIG training are also funded in the Training (TRN) Program's budget.

TRN Program – (FY'16 Zero-based Budget)

Net Change: \$0. The program budget was formulated based on the past year's spending trends and minimum estimates of the funding needed to ensure funding for the minimum number of Continuing Professional Education credits which staff are required to earn, in accordance with Government Auditing Standards. This relates directly to ensuring the OIG is in compliance with Rule II, which states the OIG will conduct its work "in a manner consistent with government-wide auditing standards," and is also in line with the OIG's strategic goal of ensuring quality and excellence in our organization.

FY'16 Budget Request - TRAINING PROGRAM

Description	Amount	Narrative
<p>Tier 1: Flat with FY'15 Budget per PL 113-235</p>		
Appropriations		<p>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.</p>
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'16 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'16 Request	\$ 83,000.00	

Optimal Funding Changes

Based on known requirements at this time, the OIG has no changes to make for Optimal Funding. The OIG is currently 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.

The FY'16 budget cycle is the third year that the OIG has internally absorbed mandatory COLAs, as well as continuing to fund the regularly scheduled longevity increases for 21-HEPCA-covered staff. Starting in FY'13, the OIG proactively reduced its budget by \$353,000 through cost-cutting measures, restructuring of contracts, and investing more in staff development, which reduced reliance on contractors. The OIG's FY'14 budget was reduced by \$334,000 (to absorb COLA and in response to Zero-based Budgeting). Then in FY'15, the OIG absorbed \$46,000 in mandatory COLA's while remaining flat with the FY'14 appropriation, and now for FY'16, the OIG will absorb \$45,196 in mandatory COLA's while remaining flat with the FY'15 appropriation. The OIG prides itself on being fiscally responsible and reducing costs wherever possible, but the practice of absorbing mandatory COLAs into flat budgets or further reductions will eventually start to affect the OIG's ability to appropriately fund each of its programs, and could, therefore, negatively impact the OIG's ability to meet its future mission requirements.

**Office of General Counsel
FY 2016 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 114th Congress. The office was first established by House Rule in 1993. See H. Res. 5, 103d Cong. (Jan. 5, 1993, p.49).

Mission Statement

The OGC provides legal representation and advice 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'16 Budget Request

\$1,413,450

Strategic Plan

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

- committee subpoenas
- judicial/administrative/grand jury subpoenas
- judicial proceedings
- privileges, including Speech or Debate Clause issues
- tort claims
- release of constituent information and confidentiality

- FOIA and the Privacy Act issues
- formal legal opinions
- tax exemption letters
- Separation of Powers issues

Office Functional Components

Legal Representation and Advice

Zero Based Budgeting Applied

To execute zero based budgeting, we reviewed and analyzed our historical spending patterns, and evaluated our anticipated needs for FY'16.

The OGC last received an increase to its budget in FY 2010, and its FY 2014 and FY 2015 budgets actually are below the office's FY 2009 budget. The requested increase for FY 2016 is attributable to (i) a significant increase in the amount and complexity of the office's workload over the last several years, as a direct result, OGC replaced its law clerks with staff attorneys and needs to increase salary levels to attract and retain highly qualified senior attorneys (assistant counsels) who handle the bulk of the OGC's workload, and (ii) the office's anticipated need to replace aging workstations with new workstations and to replace an aging copier with a new copier.

FY'16 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with FY'15 Budget per PL 113-235		
11-Personnel Compensation	\$ 1,243,196	Tier 1 represents a flat budget for FY2016 with no increase in any budget object category.
21-Travel	\$ 12,000	
23-Rent, Communications, Utilities	\$ 11,000	
24-Printing	\$ 4,000	
25-Other Services	\$ 5,000	
26-Supplies and Materials	\$ 47,000	
31-Equipment	\$ 18,791	
Subtotal Tier 1	\$ 1,340,987	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 41,254	The requested personnel funding increase is attributable to a significant increase in the amount and complexity of the office's workload over the past several years (In particular the amount and complexity of federal court litigation) and, as a direct result, the office's (i) replacement of law clerks (not yet lawyers) with staff attorneys (members of the bar); and (ii) need to increase salary levels in order to attract and retain highly qualified and senior attorneys (assistant counsels) who handle the bulk of the office's workload. The projected increase of \$31,209 in the equipment component of the budget is needed to cover the cost of the office equipment needs, replacing aging workstations with the new workstations and replacing an aging copier with a new copier.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment	\$ 31,209	
Subtotal Tiers 1&2	\$ 1,413,450	
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	\$ 1,413,450	
FY'16 Request	\$ 1,413,450	

**Office of the Parliamentarian
FY 2016 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-28e). 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 226 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'16 Budget Request

\$1,974,606

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, which, under the Constitution, is 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 226 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, especially within the personnel portion of its budget. The Parliamentarian expects to fill a vacant FTE during the first quarter of calendar year 2015. The Parliamentarian also expects an FTE to become vacant during calendar year 2015, and for such vacancy to be filled by either a lateral move or an entry-level hiring.
- The Office of the Parliamentarian continues its efforts to operate at greater efficiency. To that end, the Parliamentarian has replaced a retiring Manuscript Editor with a Digital Editor within its Office of Compilation of Precedents. The engagement of this editor continues the Office's commitment to efficiency of operations by expanding the role of database software in the

writing, editing, and publishing of the precedents of the House. It is expected that this modernized technology will facilitate the preparation and publication of an updated version of House Practice: A Guide to the Rules, Precedents, and Procedures of the House. The Office of Compilation of Precedents has also completed the move of personnel and equipment from the Cannon House Office Building to the O'Neill Federal Building. While still in its infancy, the move should lead to greater efficiency in the form of increased electronic communication and more modernized publication techniques.

- The Parliamentarian has continued to achieve economy by a further reduction in contract services utilization (specifically amounts dedicated to engaging the services of a former Parliamentarian).

FY'16 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with FY'15 Budget per PL 113-235		
11-Personnel Compensation	\$ 1,807,000	Tier 1 represents a flat budget for FY 2015, with no increase in any budget object category.
21-Travel		
23-Rent, Communications, Utilities	\$ 24,249	
24-Printing		
25-Other Services	\$ 55,000	
26-Supplies and Materials	\$ 16,000	
31-Equipment	\$ 50,000	
Subtotal Tier 1	\$ 1,952,249	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 22,357	The increase in Personnel accounts for the anticipated COLA increase.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1&2	\$ 1,974,606	
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	\$ 1,974,606	
FY'16 Request	\$ 1,974,606	

**Office of the Law Revision Counsel
FY 2016 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'16 Budget Request

\$3,119,766

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 six (6) years with annual cumulative supplements printed in each of the five (5) intervening years. For the OLRC, there are four (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 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 with downloadable data 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 eighteen employees. There are eight attorneys allocated for the editorial maintenance of the Code and four attorneys allocated for positive law codification. The remaining six employees provide editorial, technical, and clerical assistance to both functional components of the OLRC.
- **Editorial maintenance of the Code** -- This function 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 to enable users to find, track, and understand the updates.
- **Positive Law Codification** -- This function 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 the attorney and support staff both to retain the mid-level members of the staff and to recognize that several mid-level attorneys are undertaking senior-level responsibilities. In addition, the OLRC needs to adequately fund the Modernization Initiative. Failure to do so would leave the modernization efforts in limbo and undermine the OLRC's mission to serve the Hill community and the general public.
- The OLRC has concluded that increasing the personnel compensation and equipment lines by the amounts within the percent global factors set by the Office of Budget Policy and Planning meets the OLRC's personnel compensation and equipment needs and that the approval of the OLRC's FY'15 budget request for \$1,000,000 adequately funds the current phase of the Modernization Initiative.

FY'16 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with FY'15 Budget per PL 113-235		
11-Personnel Compensation	\$ 2,324,587	Tier 1 represents a flat budget for FY 2015, with no increase in any budget object category.
21-Travel		
23-Rent, Communications, Utilities	\$ 10,000	
24-Printing		
25-Other Services	\$ 1,593,000	
26-Supplies and Materials	\$ 60,000	
31-Equipment	\$ 100,000	
Subtotal Tier 1	\$ 4,087,587	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 30,279	The increase in the personnel compensation and the equipment lines are in accord with the global factors supplied by the Office of Budget Policy and Planning. The increase in the personnel compensation line is vital. The OLRC is concerned about retaining the Office's mid-level attorneys and key support staff. Raises have been irregular. In addition, several of the OLRC's mid-level attorneys are performing functions formerly carried out by senior staffers now retired. That reality is not lost on them. If the OLRC is to retain its best people, it must acknowledge their efforts and preserve their hopes for salary development.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials		
31-Equipment	\$ 1,900	
Subtotal Tiers 1&2	\$ 4,119,766	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		In FY'15, the OLRC's budget request of \$1,000,000 for the Modernization Initiative was approved. The OLRC does not need to request additional funds in FY'16.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ (1,000,000)	
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 3,119,766	
FY'16 Request	\$ 3,119,766	

**Office of the Legislative Counsel
FY 2016 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'16 Budget Request

\$8,352,975

Strategic Plan (Our Vision)

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 completed 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 in recruitment and retention, 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 (many of whom are eligible for retirement at this time) 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 explore and undertake the application of newer technologies to make our work more portable and accessible. Some initiatives, such as increased use of video conferencing in recruiting, audio conferencing in our work, and real-time group drafting using wall mounted screens in conference rooms, continue to be implemented through greater use of resources purchased in the past, as well as those obtained in connection with the recent office move.
- In FY'15, the HOLC's budget request of \$540,000 for the completion of the Modernization Initiative was approved. Therefore, we will not need to request this additional funding in FY'16.

FY'16 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with FY'15 Budget per PL 113-235		
11-Personnel Compensation	\$ 8,049,275	Tier 1 represents a flat budget for FY2016 with no increase in any budget object category.
21-Travel	\$ 4,000	
23-Rent, Communications, Utilities	\$ 46,000	
24-Printing	\$ 1,000	
25-Other Services	\$ 645,700	
26-Supplies and Materials	\$ 49,000	
31-Equipment	\$ 98,000	
Subtotal Tier 1	\$ 8,892,975	
Tier 2: Zero-based budgeting applied to Flat FY'15 Budget		
11-Personnel Compensation	\$ 1,600	The increase in RCU reflects a combination of inflation and an increased use of iPhones and similar smartphone technology to provide enhanced communication capabilities. The decrease in Printing reflects a 1-time increase in FY'15 that is attributable to a 1-time office move as part of the Cannon renovation project. The decrease in Other Services reflects a combination of a decrease (approx. \$15,000) in the purchase of outside legal materials resulting from electronic materials being made available to HOLC for free through the OLRC modernization project, offset by the costs of increased use of electronic meeting technology (approx. \$1,000) and a projected increased use of contract personnel (approx. \$5,000). The increases for Supplies and Materials and for Equipment reflect inflation. We also are actively exploring additional cost-effective solutions to our ongoing needs for access to online legal services, but cannot now project any specific savings that are achievable beyond the significant savings achieved in this category at the end of FY'14 and incorporated into our FY'15 budget.
21-Travel		
23-Rent, Communications, Utilities	\$ 4,000	
24-Printing	\$ (700)	
25-Other Services	\$ (8,900)	
26-Supplies and Materials	\$ 2,000	
31-Equipment	\$ 2,000	
Subtotal Tiers 1&2	\$ 8,892,975	
Tier 3: Optimal funding above Tiers 1 & 2		
11-Personnel Compensation		In FY'15, the HOLC's request of \$540,000 for the completion of the Modernization Initiative was approved. Therefore, the HOLC will not need to request this additional funding in FY'16.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services	\$ (540,000)	
26-Supplies and Materials		
31-Equipment		
Subtotal Tiers 1,2,&3	\$ 8,352,975	
FY'16 Request	\$ 8,352,975	

**Office of Interparliamentary Affairs
FY 2016 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. 5582).

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'16 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'16 request should be sufficient to cover the needs of the House.

Explanation of FY'16 Budget Request

- Tier 1: FY'16 Flat Budget = the *Consolidated and Further Continuing Appropriations Act, 2015* per Public Law 113-235
- FY 2015 Request: \$814,069
- Tier 2: Zero-based budgeting applied FY'16
- \$3,693 increase in personnel for mandatory COLAs of 1% (3 mos.) and 1.7% (9 mos.)
- (\$3,693) decrease in non-personnel to support FY'16 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'16 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with FY'15 Budget per PL 113-235		
11-Personnel Compensation	\$ 414,155.00	
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	\$ 289,914.00	
31-Equipment	\$ 40,000.00	
Subtotal Tier 1	\$ 814,069.00	
Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 3,693.00	The increase in personnel is to cover the mandatory FY'16 COLAs. In order to cover the increase in personnel a corresponding decrease in Supplies and Materials was applied.
21-Travel		
23-Rent, Communications, Utilities		
24-Printing		
25-Other Services		
26-Supplies and Materials	\$ (3,693.00)	
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'16 Request	\$ 814,069.00	

**Office of Congressional Ethics
FY 2016 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'16 Budget Request

\$1,523,779

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 Committee on Ethics (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'16 Budget Request Table

Description	Amount	Narrative
Tier 1: Flat with FY'15 Budget per PL 113-235		
11-Personnel Compensation	\$ 1,098,000.00	
21-Travel	\$ 85,000.00	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ 30,000.00	
24-Printing	\$ 3,000.00	
25-Other Services	\$ 190,000.00	
26-Supplies and Materials	\$ 54,030.00	
31-Equipment	\$ 7,000.00	
Subtotal Tier 1	\$ 1,467,030.00	
Tier 2: Zero-based budgeting applied to Flat FY'16 Budget		
11-Personnel Compensation	\$ 60,779.00	Personnel increase is to fully fund 10 authorized staff positions as well as the mandatory FY'16 COLAs. Travel costs are increased due to anticipated Board travel in FY'16. Travel increase is offset by a reduction in supplies and materials.
21-Travel	\$ 15,000.00	
22-Transportation of Things	\$ -	
23-Rent, Communications, Utilities	\$ -	
24-Printing	\$ -	
25-Other Services	\$ -	
26-Supplies and Materials	\$ (19,030.00)	
31-Equipment	\$ -	
Subtotal Tiers 1&2	\$ 1,523,779.00	
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'16 Request	\$ 1,523,779.00	

Congress of the United States
JOINT ECONOMIC COMMITTEE
(CREATED PURSUANT TO SEC. 512 OF PUBLIC LAW 904 29TH CONGRESS)
Washington, DC 20510-0602

January 28, 2015

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

Dear Mr. Chairman:

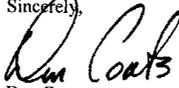
I am pleased to submit to the Subcommittee on Legislative Branch the budget request of the Joint Economic Committee for Fiscal Year 2016.

I am forwarding a Fiscal Year 2016 budget request of \$4,282,000. This Fiscal Year 2016 budget request was submitted to the Financial Clerk of the United States Senate in December 2014 by my predecessor, Chairman Kevin Brady.

Should you have any questions, please contact Mr. Viraj Mirani, Executive Director of the Joint Economic Committee. He can be reached on (202) 224-5171.

Thank you for your consideration.

Sincerely,



Dan Coats
Chairman-designate

Schedule A
Fiscal Year 2016

Joint Economic Committee
Summary by Organization and By Object Class

Categories	FY2014 Actuals		FY2015 Enacted		FY2016 Estimate		Net Change 2015/2016	
	Staff	Dollars	Staff	Dollars	Staff	Dollars	Staff	Dollars
1. Breakdown by Organization								
Joint Economic Committee	48	\$ 3,730,317	48	\$ 4,203,000	48	\$ 4,282,000		\$ 79,000
2. Breakdown by Object Class								
Personnel Compensation	48	\$ 3,594,819	48	\$ 4,003,000	48	\$ 4,082,000		\$ 79,000
Communications & Miscellaneous		\$ 23,770		\$ 36,000		\$ 36,000		
Other Services (Printing, Advisory and Supplies and Materials)		\$ 111,728		\$ 164,000		\$ 164,000		
Total	48	\$ 3,730,317	48	\$ 4,203,000	48	\$ 4,282,000		\$ 79,000

Schedule C
Fiscal Year 2016

Joint Economic Committee
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount
Appropriation, FY2015	48	\$ 4,203,000
	FY2016	Budget Request
	Staff	Amount
I Adjustments to Base		
A. Mandatory Pay		
1. Annualization of COLA (FY15)		\$ 11,000
2. Budget Year COLA Est. (FY16)		\$ 52,000
3. Budget Year COLA Locality Est. (FY16)		\$ 16,000
B. Price Level Changes		
C. Program Type Changes		
II Net Increase		\$ 79,000
III Total FY2016 Budget Request	48	\$ 4,282,000

Schedule D
Fiscal Year 2016

Joint Economic Committee
Summary of Committee Request
FY2016 Budget Request

	Calculation of Base	
	Staff	Amount
Appropriation, FY2015	48	\$ 4,203,000
	FY2016	Budget Request
	Staff	Amount
I Proposed Changes for FY2016		
A. Mandatory Pay		
1. Annualization of COLA (FY15)		\$ 11,000
2. Budget Year COLA Est. (FY16)		\$ 52,000
3. Budget Year COLA Locality Est. (FY16)		\$ 16,000
B. Price Level Changes		
C. Program Type Changes		
II Net Increase		\$ 79,000
III Total FY2016 Budget Request	48	\$ 4,282,000

Joint Economic Committee

	2014 Actuals	2015 Enacted	2016 Estimate
Appropriation or estimate	\$ 4,203,000	\$ 4,203,000	\$ 4,282,000
Personnel compensation:			
Payroll	\$ 3,594,819	\$ 4,003,000	\$ 4,082,000
Sub-total compensation	\$ 3,594,819	\$ 4,003,000	\$ 4,082,000
Nonpersonnel expenses:			
Metro Subsidy	\$ 16,387	\$ 20,000	\$ 20,000
Travel and Transportation of Persons	\$ 2,018	5,000	5,000
Communications, Utilities & Misc. Charges	\$ 23,770	36,000	36,000
Printing and Reproduction	\$ 126	8,000	8,000
Advisory & Assistance & Other Services	\$ 11,005	13,000	13,000
Equipment/software	\$ 3,470	10,000	10,000
Supplies & Materials	\$ 78,722	108,000	108,000
Sub-total nonpersonnel expenses	\$ 135,498	\$200,000	\$200,000
Total	\$ 3,730,317	\$ 4,203,000	\$4,282,000
Personnel Summary			
	2014 Actuals	2015 Enacted	2016 Estimate
Number of Positions	48	48	48

United States Capitol Police



FY 2016 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 186 years. Just as the previous investments in intelligence and law enforcement helped to secure and sustain the safety and security of the Capitol complex, continuous prioritization of operations enables us to meet the dynamic and ever-changing security challenges.

USCP has been challenged over time to keep pace with a multitude of threats that emanates both from domestic and international sources and works to deter those threats effectively before they impact the Capitol campus. This includes, but is not limited to, the need to maintain our security infrastructure and training on the cutting edge. Smart Policing is a comprehensive strategy that USCP has taken to overcome these challenges, i.e., employing a results-oriented, data-driven approach that effectively meets current and future threats and challenges by focusing resources efficiently.

In 2014, the rise of the Islamic State of Iraq and the Levant (ISIL) and their determination to incite violence specifically targeting law enforcement, military, and government agencies, have surpassed previous threats of international terrorism due to the difficulty in discovering and mitigating the activities of lone-wolf operators. Countering these threats is similar to mitigating the threat of mass shootings, random acts of violence, and other difficult-to-detect threats. 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 challenges facing the country. The FY 2016 budget request reflects judicious stewardship of federal funding centered on this approach.

Performing threat-based planning in order to align the operations with the existing and emerging priorities, USCP has relied on our internally developed Force Development (FD) Business Process. 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 2016 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 2016, USCP is requesting \$378.900 Million to support 2,145 positions (1,775 Sworn and 370 Civilians), which is \$30.941 Million more than the FY 2015 Enacted level of \$347.959 Million. This 8.89% increase from the FY 2015 Enacted levels includes several critical funding needs as follows:

- Maintain the FY 2015 enacted staffing levels of 1,775 sworn and 370 civilians
- Meet mandatory salary requirements and overtime for critical training
- Life cycle replacement for several critical infrastructure items

- Reinstatement of full year funding to key contracts
- 2016 Conventions related overtime and general expenses

The request 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 have allowed the Department to operate within reduced overall personnel and overtime costs.

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 2016 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 2016 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 2016 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 mitigate identified and emerging risks.

The sworn component is generally organized into 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, dignity 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 2016, the Department is respectfully 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. For the FY 2016 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 request contains a request for \$30.928¹ Million in overtime funding necessary to meet core mission requirements not covered by onboard sworn personnel availability, to meet unanticipated requirements. This includes \$1.488 Million for the overtime needed to take staff offline for critical training requirements and \$1.860 Million for 2016 Conventions.

¹ 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 request include 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 addition, 2016 Convention related overtime needs are also included in this request. In FY 2016, the Department requests funding for a sworn staffing level of 1,775 and a civilian staffing level of 370. This is 25 less than our authorized strengths of 1,800 sworn and 73 less than the 443 civilian positions respectively.

General Expenses: The General Expenses request includes 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 and Convention related 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 2016 Differences from FY 2015 Enacted levels beginning on page 15.

Overall Budget Request

The budget request for FY 2016 includes \$378.900 Million and 2,145 (1,775 sworn and 370 civilian) budgetary funded positions. It reflects an increase of \$30.941 Million from the FY 2015 Enacted level and includes:

- \$307.428 Million for salaries and benefits for 2,145 positions
- \$71.472 Million for General Expenses

FY 2016 Budget Request - Summary Chart

(\$ in Millions)

Funding Levels	FY 2014	FY 2015	FY 2016	Increase over FY 2015	
	Actual	Enacted	Request	\$	%
Salaries and Benefits	272.939	286.500	307.428	20.928	7.30%
General Expenses	58.964	61.459	71.472	10.013	16.29%
	331.903	347.959	378.900	30.941	8.9%

*FY2014 actuals as of 09/30/14. Excludes unobligated balances to be used for Workers' Compensation.

(#'s)

Staffing Levels	FY 2014	FY 2015	FY 2016	Increase over FY 2015	
	Actual	Enacted	Request	#	%
Sworn	1,748	1,775	1,775	0	0.00%
Civilian	351	370	370	0	0.00%
	2,099	2,145	2,145	0	0.00%

(#'s)

Authorized Staffing	FY 2014	FY 2015	FY 2016	Increase over FY 2015	
	Actual	Enacted	Request	#	%
Sworn	1,800	1,800	1,800	0	0.00%
Civilian	443	443	443	0	0.00%
	2,243	2,243	2,243	0	0.00%

Overtime	FY 2015	FY 2016	FY 2014	FY 2016
	Enacted (\$ in Millions)	Request (\$ in Millions)	Actual Paid Hours (#'s)	Request Total Hours (#'s)
Base mission requirements, plus 24,000 hours training (16 hours for 1,500 officers), unscheduled events, LOC Non-reimbursable events, and the Conventions.	\$23.425	\$30.928	360,265	502,223

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 and administrative lines of business and the work and dedication of our employees. In order to effectively deliver on our mission in the future, the Strategic Plan defines the goals and objectives of the Department and the path we will take to meet our goals.

USCP MISSION

The Mission of the USCP is to protect the Congress - its Members, employees, visitors and facilities - so it can fulfill its constitutional and legislative responsibilities in a safe, secure and open environment.

A. STRATEGIC PLANNING

FY 2014 marked a period of transition for the Department as the USCP updated its Strategic Plan. In FY 2015, we implemented the new Strategic Plan for FY 2015 - 2019. The USCP Strategic Plan will ensure that the Department continues to achieve its mission with distinction in response to an ever-changing threat environment; and in a fiscally responsible manner.

The Strategic Plan defines an ambitious vision to achieve **three important outcomes**:

- To more effectively monitor our activities, identify trends and improve mission performance;
- To continuously adapt and evolve to the needs of the mission; and,
- To improve management, planning and program performance.

The Department's planning is based on a strategic framework which includes a clear definition of mission, lines of business and a vision for the future. The ultimate purpose of all USCP activities is based on the Department's established Mission. Capability to achieve the mission is assured through activities within four mission stances. These mission stances are composed of an array of capabilities, programs and projects that are arranged into core Lines of Business. While the activities associated with the Lines of Business are important, they cannot be accomplished without qualified employees who share a common set of Core Values that guide them in the way they deliver on these activities.

In adopting the Strategic Plan, the USCP will achieve the following vision:

The United States Capitol Police will be nationally recognized as a results-oriented law enforcement agency; that demonstrates the highest standards for professionalism, security, safety, and management.

To achieve this vision the USCP has developed strategic goals (and objectives for each goal) to define the priorities necessary to attain model status in the future. The achievement of these goals will fill the gap between current capabilities and those needed to meet this vision.

Goal 1: Employ Smart Policing: Employ a results-oriented, data-driven approach that effectively meets current and future threats and challenges by focusing resources efficiently.

Goal 2: Deliver Safety and Security: Provide safety and security by deploying effective law enforcement services through collaboration, adaptability and innovation.

Goal 3: Achieve Organizational Excellence: Maximize efficiency and effectiveness through best practices and promote accountability through employee engagement and a positive work environment.

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 USCP mission stances define the specific categories of activity under which the USCP will achieve its mission. The mission stances are composed of an array of capabilities, programs and activities that are arranged into core lines of business. While the mission stances remain relatively static, lines of business may be reorganized and evolve over time; as the Department evolves in response to new threats and challenges that emerge.

The Mission Stances and their purposes are described below:

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.

- **Inter-Agency Collaboration:** Collaborates with other federal agencies and local law enforcement to increase the collection and sharing of intelligence information.
- **Intelligence Collection & Analysis:** Maximizes the collection and use of intelligence and counter-surveillance information for identifying threats. This includes process improvement internally and externally; both for counter-surveillance, and the dissemination of threat warnings.

Prevent: Prevent criminal or terrorist activity from disrupting the legislative process and normal business operations.

- **Congressional Community Protection:** Prevents criminal, terrorist and other disruptive activities from reaching the Capitol Buildings and Grounds and protect the people, legislative processes, and the facilities from criminal and other disruptive activities within the Capitol Complex.
- **Event Management:** Enables individuals to safely participate in major events and demonstrations while not disrupting legislative operations.

- **Dignitary Protection:** Protects Members of Congress and visiting officials against criminal and terrorist activities.

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.

- **Law Enforcement:** Patrols areas of statutory responsibility and diligently investigate and prosecute persons who commit criminal acts.
- **Command, Control & Communication:** Coordinates decisively and efficiently all activities and communications in response to a critical incident.
- **Specialized Response Capabilities:** Enhances our specialized response capabilities to ensure readiness to all types of incidents.
- **Continuity of Operations:** Ensures Continuity of Operations (COOP) for USCP while supporting the Congressional Community in the execution of their COOP plans and, when necessary, assist in the implementation of Legislative Branch Continuity of Government (COG) plans.

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.

- **Human Capital and Development:** Creates and sustains a vigorous and motivated workforce that is highly trained and armed with the necessary knowledge, skills and abilities to achieve the mission.
- **Technology:** Provides responsive, high quality, cost-effective information technology services and solutions in a timely manner.
- **Facilities Management:** Provides USCP employees with high quality facilities to meet its mission, workload, and personnel requirements.
- **Financial Management:** Provides timely, reliable, and responsive financial management services, and ensure accountability for assets and resources.
- **Transportation and Logistics Management:** Makes transportation assets available to those who need them, when they need them. Manages the ordering, procurement, distribution, and tracking of USCP resources.
- **Legal Counsel:** Ensures legal counsel for overall organizational legal compliance.
- **Continuous Improvement:** Creates a best practices organization that, through an environment of continuous incremental improvement, encourages innovation and creativity while balancing practical considerations.

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.

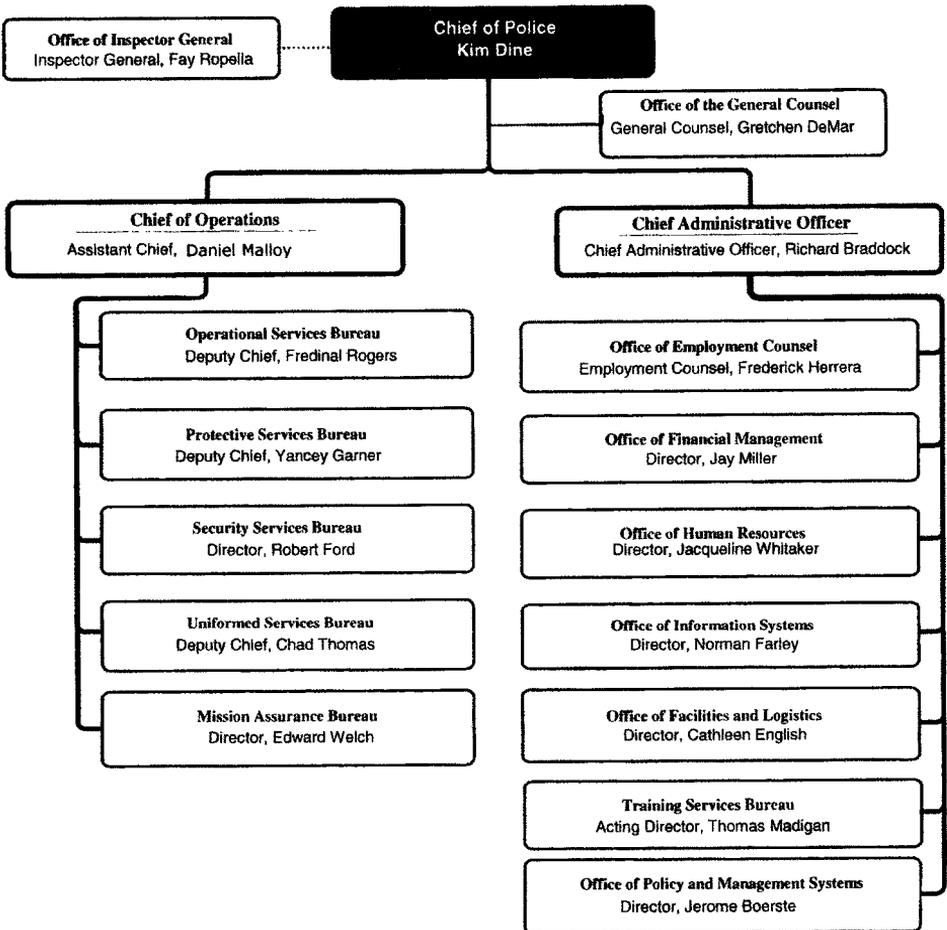
III. Organization Charts

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

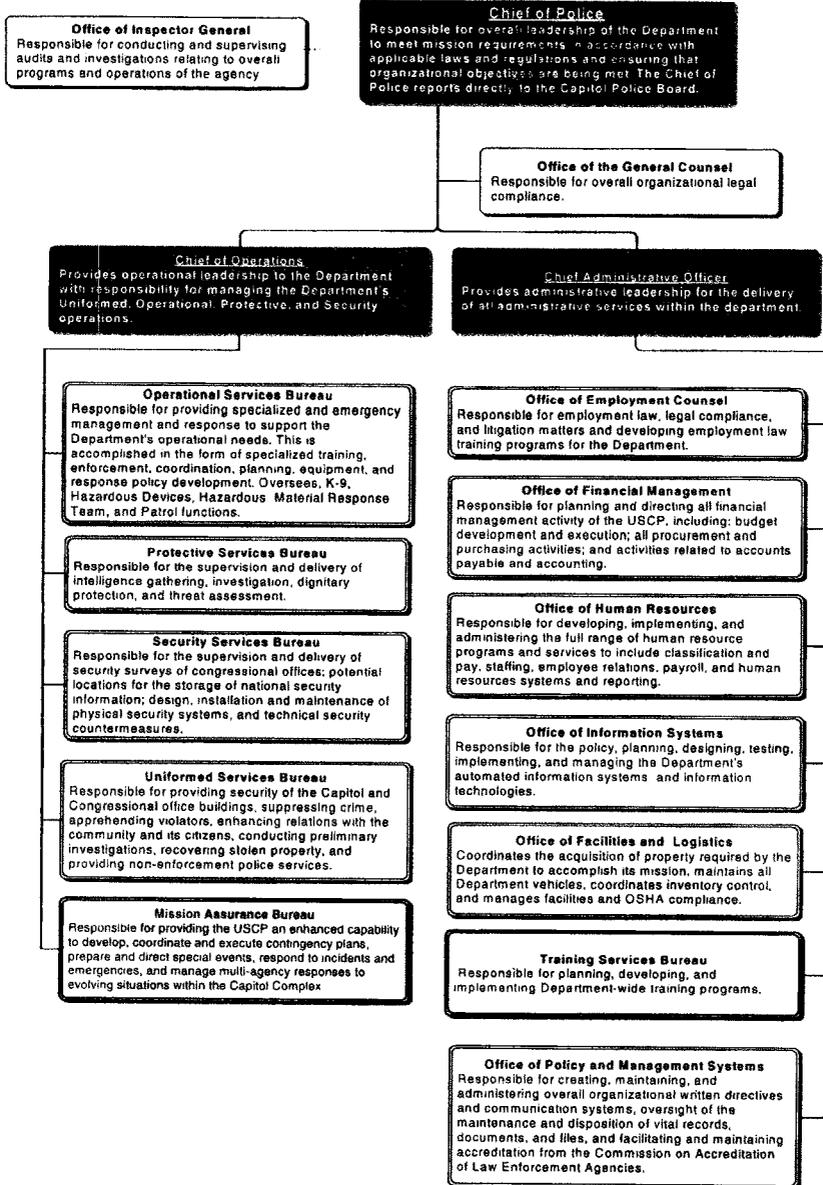
This chart illustrates the three major organizational levels: the Chief of Police, and the Operational and Administrative lines of operation. Each organizational element includes the name of the Bureau Commander or Office Director and the position title.



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.



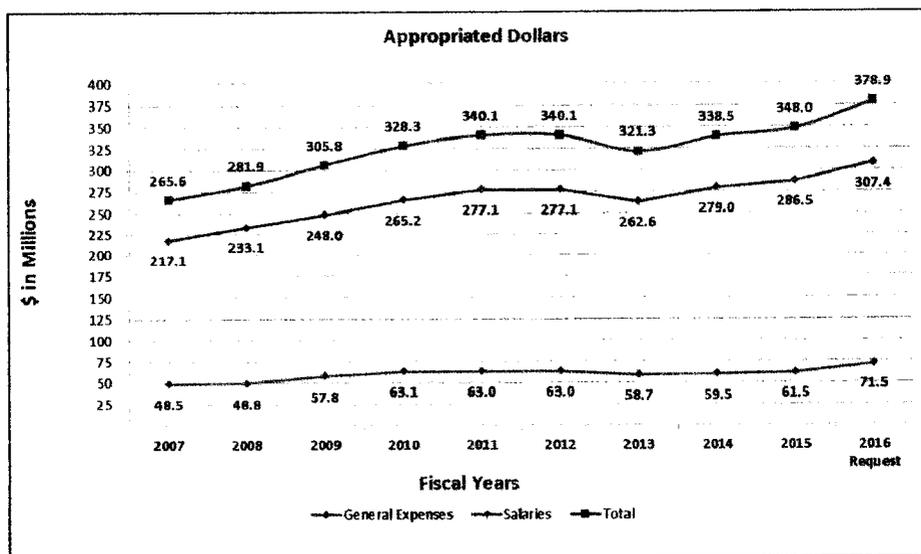
Note: The OIG is independent and reports to the Capitol Police Board.

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 2016 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 2016 levels based on this request.



Object Class Comparison

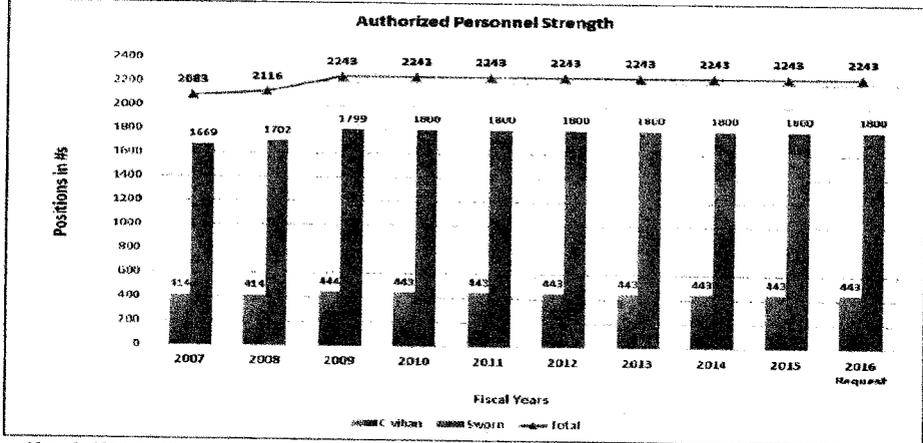
(\$ in Thousands)

OC	Object Class	FY 2014	FY 2015	FY 2016	Change	%
		Actual	Enacted	Request		
11	Personnel Compensation	203,828	215,720	232,060	16,340	7.57%
12	Benefits	69,020	70,560	75,219	4,659	6.60%
13	Benefits to former personnel	90	220	150	(70)	(31.82%)
21	Travel & Transportation of Persons	10,510	11,855	13,858	2,003	16.90%
22	Travel & Transportation of Things	12	12	29	17	141.01%
23	Rent, Communications, and Utilities	2,524	2,685	3,429	744	27.70%
24	Printing & Reproduction	11	24	8	(17)	(67.62%)
25	Other Contractual Services	30,453	31,597	36,237	4,640	14.68%
26	Supplies & Materials	4,950	3,467	4,261	794	22.89%
31	Equipment	10,467	11,706	13,538	1,832	15.65%
42	Insurance Claims and Indemnities	36	113	113	0	0.00%
Grand Total		\$331,903	\$347,959	\$378,900	\$30,941	8.89%

A. SALARIES

USCP is requesting \$307.428 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 overtime necessary for providing required training for the Department's staff in FY 2016. It also includes, but is 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 2.2% cost-of-living adjustment is also included for all salary and overtime computations for calendar year 2016. The Analysis of Change Explanation in the Budget Schedules Section provides a detailed analysis of the Salaries changes of \$20.928 Million (see page 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 \$30.928 Million based on 502,223 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.

USCP Projected Overtime FY 2016

Average OT rates: (Does not include benefits) CY 2015 = \$60.20, CY 2016 = \$62.00 USCP calculates its OT requirements, based on total hours required to support its requirements minus available personnel hours.		
FY 2016 – Projection	Hours (#'s)	(\$ in Millions)
Base *	424,523	26.111
Unscheduled **	20,000	1.240
Training ***	15,000	1.488
Additional Operational Requirements		
LOC Non-Reimbursable Events ****	3,700	0.229
Conventions / Pre-Conventions (15,000 hours per convention)	30,000	1.860
Grand Total of Operational Requirements	502,223	\$30.928
* Base Hours include: Core Mission, K-9 premium, Scheduled Special Events, DPD In/DPD Out of Session, Extended Sessions, and Promotion Backfill.		
** 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 (such as Active Shooter, Use of Force, and Handgun/Rifle/Shotgun Qualification). Provides average 16 hours for 1,500 officers.		
**** Non-reimbursable events – 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 through the Time and Attendance System.		

B. GENERAL EXPENSES

USCP is requesting \$71.472 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 2015 Enacted funding levels.

FY 2016 GENERAL EXPENSES REQUEST
Differences from FY 2015 Enacted

Agency & Program Element (Project)	Description	Program Change (Enacted to FY 16)	2015	2016	2015	2016	Change
Office of Administration							
CAO Administration	Provides funding for the CAO's administrative costs for the Department of Justice, including the CAO's office, the CAO's support staff, and the CAO's travel.	external training and supplies and	\$	\$11,454	\$11,123	(\$329)	3%
			\$11,454	\$11,454	\$11,123	(\$329)	3%
Chief of Operations							
COO Administration- Command Operations	Provides funding for official travel, training and supplies for the COO staff.		\$1,335	\$1,336	\$1,336	\$1	0%
			\$1,335	\$1,336	\$1,336	\$1	0%
Chief of Police							
COP Administration	Provides funding for the Chief of Police (COP) and his immediate staff for official temporary duty travel, diversity programs, training, and to obtain operational supplies.	An increase for office supplies, membership fees, and external training (CALEA, Certified Mediator, and HEO Counseling Certification).	\$12,202	\$16,716	\$20,057	\$3,341	27%
			\$12,202	\$16,716	\$20,057	\$3,341	27%
Mission Assurance Bureau							
MAB 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.	An increase of \$46,441 for training and travel (IAEM & FDR's conferences, and the APS Certification Program - increase related to supplies (batteries, flashlights, binoculars, police tape, etc.) for the Emergency Management Operations.	\$6,661	\$8,550	\$11,191	\$2,641	39%
			\$6,661	\$8,550	\$11,191	\$2,641	39%
MAB Operations	Provides funding for the Command Center Operations, Command Vehicle Operations and Communications Center Operations.	An increase in contractor support services for Command Vehicle upgrades (Satellite TV, Verizon, VSAT, VOIP) Increase of \$223,105 for 253 WebEOC users.	\$63,879	\$85,381	\$347,000	\$261,619	409%
			\$63,879	\$85,381	\$347,000	\$261,619	409%
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.	An increase of \$17,200 related to contractor support service and an increase of \$9,500 related to external training.	\$107,066	\$111,000	\$137,611	\$26,611	24%
			\$107,066	\$111,000	\$137,611	\$26,611	24%
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 \$211,000 in Occupational Safety and Environment contracts (provided to SSB, HMRT, CERT, HDS, CDU); An increase of \$96,000 in contractor support services for critical clean-up, evidence disposal, safety, fitness coordinator, and Rayburn Firing Range maintenance and cleaning; An increase of \$13,000 in training and training related travel; An increase of \$8,000 in office supplies, subscriptions and publications. A decrease of (\$60,000) in non-capitalized equipment.	\$511,894	\$522,501	\$792,355	\$269,854	52%
			\$511,894	\$522,501	\$792,355	\$269,854	52%

Component		2011	2012	2013	2014	Change	%
		2011	2012	2013	2014	Change	Change
Office of Facilities & Logistics							
VMD Administration	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.	An increase of \$12,000 in temporary duty travel; EZ Pass and tolls incurred by the Dignitary Protection Division				\$11,960	8%
FMD Administration	Facilities Management Division provides administration of space and facility requirements of the Department 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.	A decrease of (\$9,000) in non-capitalized equipment for OIS/VMD off-site storage, and administrative furniture for DHS office space utilized by USCP at PLETC Glynco; An increase of \$20,000 in office supplies and materials (ink, paper, bulletin boards, mats, and flags); An increase of \$35,000 in contractor support services; An increase of \$9,000 for the transportation of things and rental of equipment for mass arrest (Port-o-Potties); An increase of \$3,000 in external training (LEED Development Course, IFMA Symposium), and a decrease of (\$85,000) in government support services.	\$180,302	\$371,054	\$344,965	(\$26,089)	-7%
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	An increase of \$6,500 in office supplies and materials (plaques/awards, binders, seal stickers, shipping supplies, and bar code labels); An increase of \$3,400 for National Property Management Association's agency membership fees.	\$2,894	\$5,500	\$15,360	\$9,860	179%
PAMD Logistics Support	Provides funding for new uniforms and equipment for recruits, the Consultant 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 of \$869,600 in controlled explosives and munitions, weapons and replacement parts due to transfer of responsibility from TSB to OFL (offset under TSB). An increase of \$35,000 in contractor support services; An increase of \$103,000 for office and miscellaneous supplies; An increase of \$47,000 in non-capitalized equipment; An increase of \$267,000 for law enforcement uniforms cleanings/alterations	\$3,118,562	\$2,809,410	\$4,129,938	\$1,320,528	47%
VMD Fleet Management	The Vehicle Maintenance Division (VMD) is responsible for providing preventative maintenance, repairs and the procurement of 271 vehicles, 22 specialty vehicles, 48 motorcycles, and 144 pieces of equipment (mountain bikes, trailers, light towers, message centers). Supports the maintenance activities of the VMD.	An increase of \$677,000 in vehicle lease (GSA primary lease, executive out-of-state lease, and armored lease for the bearcat, 4 suburbs and a Cadillac); A decrease of (\$1,405,000) for capitalized vehicles; An increase of \$42,000 in vehicle supplies, fluids, and accessories; An increase of \$33,000 in vehicle repair services; An increase of \$81,000 in non-capitalized equipment for three solar message boards, and lifecycle replacement of seven mountain bikes and three light towers; An increase of \$168,000 in capitalized equipment for the lifecycle replacement of a trailer, (9) nine Harley Davidson motorcycles, and two All Terrain Vehicles (ATV).	\$2,614,244	\$3,705,036	\$3,301,592	(\$403,444)	-11%
Office of Facilities & Logistics (Total)			\$2,438,611	\$7,430,001	\$8,260,788	\$1,828,000	25%

Programs & Program Components (Projects)	Description	Program Change FY 15 Enacted to FY 16	FY 2014 Actuals	FY 2015 Enacted	FY 2016 Request	Change	% Change
Office of Financial Management							
OFM Administration	The Office of Financial Management is responsible for the overall management, planning and directing of all financial activity of the Department 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.	An increase of \$32,000 for training and training related travel, and an increase of \$2,000 for office supplies, subscriptions and publications.	\$6,534	\$6,500	\$40,520	\$34,020	523%
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 \$100,000 for the COOP Contingency Fund for emergency services (including inclement weather). An increase of \$34,000 in contractor support services for copier maintenance; A decrease of (\$127,000) for external training and an increase of \$4,000 in vehicle fluid supplies.	\$738,610	\$1,000,031	\$1,008,250	\$8,219	1%
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.	An increase of \$110,000 in government support services for financial systems; A decrease of (\$358,000) in contractor support services in support of Accounts Payable, Financial Management, and Procurement.	\$908,954	\$1,216,974	\$969,000	(\$247,974)	-20%
Office of General Counsel							
OCC Administration	The Office of the General Counsel (OCC) 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.	A decrease of (\$44,600) in non-Federal contractor support services and a decrease of (\$7,000) in advertising and recruiting. A combined increase of \$5,600 in supplies/materials and external training.	\$101,221	\$140,216	\$78,720	(\$61,496)	-44%
Office of General Counsel (Continued)							
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, bundling, membership fees, operational supplies, and publications. Additionally, includes funding for employee benefit services such as the awards program.	An increase of \$800 for general office supplies (pens, pads, folders, etc.) and special emphasis posters for the Diversity Division.	\$900	\$900	\$1,700	\$800	89%
OHR Operations	Includes funding requests for contractual support, which includes outsourcing contract support for the time and attendance system and NFC.	An increase of \$580,000 in government support services for NFC (EmpowHR, Eperformance, Manger Self Service); An increase of \$26,000 for external training; An increase \$12,000 in contractor support services for InfoLink, retirement counseling, and mediation services; An increase of \$9,000 in rental of IT software; An increase of \$5,000 for subscriptions and publications (Harvard Business Review, Lexis Nexis, cyber Pods, and Employee Relations Book).	\$696,202	\$436,220	\$1,066,480	\$632,260	145%

Program & Program Components (Projects)	Description	Program Unit	FY 2016 Request	Change	% Change
Office of Human Resources					
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.	An increase of \$1,109,000 in applicant to house to increase information security and the quality of background investigation; A decrease of (\$162,000) in contractor support services which includes promotional process support, shredding service, and other credentialing services; A decrease of (\$9,000) in government support services; An increase of \$34,000 in office and miscellaneous supplies (i.e., badging and credentialing, award supplies); An increase of \$32,000 in external training and training related travel; A decrease of (\$13,000) in rental of IT software; An increase of \$4,000 in non-capitalized equipment (cameras, DVD players, microphones, amplifiers); A decrease of (\$118,000) in TDY travel and (\$65,000) in capitalized furniture.	\$2,007,422	\$2,981,100	\$809,278
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, Microsoft systems administration, Network engineering, and MS SQL.	An increase of \$104,000 for the restoration of temporary duty travel, training travel and external training; An increase of \$126,000 in contractor support services (e.g., contractor staffing for the Project Management Office, Enterprise Architecture, and Administrative Office); A decrease of (\$13,000) in software and technical support services; An increase of \$8,000 in office supplies and \$8,000 in non-capitalized furniture	\$1,212,745	\$1,495,830	\$283,085
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	A net increase of \$176,000 in contractor support services; A decrease of (\$272,000) in software and technical support; An increase of \$4,000 for Lexis Nexis subscription and USCP gov domain; A net increase of \$79,000 for capitalized and non-capitalized equipment.	\$2,517,045	\$2,510,048	(\$7,048)
OIS Information Security	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	An increase of \$32,000 in contractor support services, security training and monitoring; An increase of \$180,000 in non-capitalized equipment, and software and technical support services, a decrease of (\$9,000) in travel for training.	\$996,471	\$1,106,071	\$110,000
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 \$809,000 in non-capitalized equipment (Fiber infrastructure supplies, wireless accessories, large screen displays and upgrading of VTC audio and video equipment, and replacement of the Motorola XPX600 Radio supplies); an increase of \$202,000 in contractor support (staffing support for fiber optic and copper networks, radio communications, and operational support for all USCP telecom responsibilities); an increase of \$354,000 in local telecommunication for wireless phones, Blackberries, and air cards; an increase of \$510,000 in software and technical support for annual software maintenance agreements; an increase of \$12,000 for travel required for OIS radio technicians, an increase of \$16,000 for rental of telecommunications equipment.	\$10,684,398	\$10,152,197	(\$532,201)
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.	An increase of \$84,000 in contractor support services; an increase \$351,000 in capitalized and non-capitalized equipment (e.g. replacement of computers, laptops, printers, servers); and, an increase of \$40,000 for annual software maintenance agreements; A decrease of (\$16,000) in non-capitalized software	\$3,299,772	\$3,533,220	\$233,448

Programs & Program Components (Projects)	Function	Program Change FY 15 Fictitious to FY 16	FY 2014 Actual	FY 2015 Request	FY 2016 Request	Change	Change
Office of Inspector General							
IGC Administration	The Inspector General has the authority to supervise and conduct audits, inspections, and evaluations involving USCP programs, functions, systems, or operations.	An increase of \$70,500 for contractor support services, training, supplies and printing.	\$726,977	\$762,000	\$792,500	\$30,500	
Office of Inspector General			\$726,977	\$762,000	\$792,500	\$30,500	
Office of Policy & Management Systems							
Administration OPCL	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 \$4,300 for training, \$3,600 travel for training, \$1,000 for non-capitalized equipment, and \$2,700 for supplies.	\$11,092	\$11,093	\$22,880	\$11,787	106%
Office of Professional Responsibility			\$8,382	\$40,385	\$50,664	\$10,279	25%
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 \$3,400 for training and \$11,700 travel for training. Decreases of (\$2,600) for contractor support services and (\$2,900) for non-capitalized equipment.	\$8,382	\$40,385	\$50,664	\$10,279	25%
Operational Services Bureau			\$553	\$1,114	\$1,300	\$186	17%
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).	Increase in miscellaneous supplies and materials	\$553	\$1,114	\$1,300	\$186	17%
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.	An increase of \$172,000 for lifecycle replacement/upgrades of existing HMRT equipment (Thermal imaging cameras, Scott AV 3000 Masks, and self contained breathing apparatus), \$98,000 for training, \$6,800 travel for training, and \$11,000 for controlled explosives, ammunition and biohazard supplies. Decreases of (\$53,800) for office supplies, (\$47,000) for capitalized furniture, and (\$21,800) for merchant/vendor services.	\$491,055	\$457,776	\$628,848	\$171,072	37%
OSB Patrol Mobile Response Division	Patrol Mobile Response Division consists of Uniformed Patrol, the Motorcycle Unit, Mountain Bike Unit, CERT Operators, TICFR Team, Crime Scene Technicians, the Crash Investigation Team, the Intoxilyzer Unit, Offsite Delivery and the K-9 Unit.	An increase of \$29,000 for travel training, and \$43,600 for training. Decreases of (\$7,500) for merchant/vendor services and (\$122,300) for non-capitalized equipment.	\$183,916	\$400,083	\$353,043	(\$47,040)	-12%
Operational Services Bureau			\$553	\$1,114	\$1,300	\$186	17%

Programs & Program Components (Projects)	Description	Program Change FY 15 Enacted to FY 16	FY 2014 Actuals	FY 2015 Enacted	FY 2016 Request	Change	% Change
Protective Services Bureau							
PSB Administration	Protective Services Bureau includes Dignitary 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 of (\$98,000) in contractor support services due to a reduction in the number of non-Federal contractors. An increase of \$2,000 for office supplies.	\$169,947	\$173,678	\$77,696	(\$95,982)	-55%
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.	An increase of \$125,000 in training and training related travel; A net decrease of (\$950,000) for charter flights and DPD travel.	\$8,391,375	\$9,572,647	\$8,747,585	(\$825,062)	-9%
PSB Protective Services	Investigations support and Protective Intelligence contracts and operating expenses as well as training and travel for intelligence and investigations agents.	An increase of \$21,000 in temporary duty travel for case investigations, court appearances and security briefings, an increase of \$40,000 for small purchases, equipment, miscellaneous vendor services and membership fees; a net decrease of (\$12,000) in training and training related travel.	\$155,634	\$209,400	\$257,609	\$48,209	23%
PSB Protective Services (Convention Support)	Investigations support and Protective Intelligence contracts and operating expenses as well as training and travel for intelligence and investigations agents.	An increase of \$2,252,000 in temporary duty travel for the DNC/RNC conventions, an increase of \$380,000 for rental of miscellaneous and telecommunication equipment, an increase of \$77,000 for office supplies and small purchases in support of the conventions.	\$0	\$0	\$2,708,602	\$2,708,602	100%
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 posttams.	An increase of \$230,000 in contractor support services related to renegotiated contract costs for the repair and maintenance of the 206 barriers across the Capitol Complex, technical support for Card Access, and software support & licensing for the CCure System; An increase of \$954,000 in capitalized equipment to support the upgrade of the CCure 9000. An increase of \$8,400 in non-capitalized software for the Security LAN.	\$2,388,923	\$2,510,635	\$3,703,177	\$1,192,542	47%
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 \$300,000 for training and travel needed for out of town training and vendor demonstrations. Increase in contractor software support services for the PSD LAN.	\$142,401	\$192,565	\$517,224	\$324,659	169%
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.	An increase of \$36,000 in contractor support for maintenance of the X-Ray machines and the CCTV VMS.	\$2,744,628	\$3,248,338	\$3,284,458	\$36,120	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.	An increase of \$846,000 in 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; Increase of \$939,000 in non-capitalized software for licensing and support of the Security LAN. Decrease of (\$757,000) due to the completion of the PAS upgrade and the SQL Server life-cycle replacement update. Decrease of (\$6,700) in contractor support for the computer networking systems maintenance.	\$6,216,466	\$5,595,058	\$6,617,010	\$1,021,952	18%

		Program 1V 15 Enacted					
Security							
SSB Special Projects	Provides 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 (\$200,000) for the Radio Modernization Equipment	\$200,000	\$200,000	\$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.		\$3,410,615	\$3,466,800	\$3,466,800	\$0	0%
			\$3,610,615	\$3,666,800	\$3,466,800	(\$143,000)	-4%
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 primarily in government support services (PCS travel) for the return of one detailed instructor from FLETC, GA to Washington, DC	\$18,338	\$20,500	\$69,596	\$49,096	239%
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.	Decrease of (\$348,000) in ammunition, weapons/replacement parts, and firing range equipment for reallocation to OFL-PAMD; Decrease of (\$90,000) in government support services/TRNG due to reduced driving range usage and FLETC, GA training. Decrease of (\$28,100) due to fewer applicants in the Police Executive Leadership Program (PELP). An increase of \$307,000 in contractor support services for role players to train additional recruit classes; increase of \$79,700 in travel and external training for the recertification of the Firearms Instructors (Glock Armorer, Colt M-4 Rifle, Benelli Armorer, Cubine, Tactical Firearms Instructor, EMT, etc.); Increase of \$139,000 in government support services for inflation costs associated with the FLETC/DHS reimbursable inter-agency agreement.	\$3,832,115	\$2,279,721	\$2,339,393	\$59,672	3%
			\$3,850,453	\$2,299,221	\$2,408,989	(\$144,232)	-4%
Uniformed Services Bureau							
USB Administration	Provides funding for USB administrative costs, which include travel, training, supplies, and office equipment	An increase in training and travel for 25 instructors to receive Police Training Officer (PTO) program certification.	\$43,511	\$55,377	\$88,090	\$32,713	59%
GRAND TOTAL			\$36,064,495	\$61,459,000	\$71,472,241	\$10,013,241	16%

V. FY 2016 Budget Schedules

1. FY 2016 Resource Summary
2. Details by Object Category
3. Analysis of Change
4. Positions by Rank and Grade
5. Proposed Appropriations Language

1. RESOURCE SUMMARY

United States Capitol Police FY 2016 Resource Summary					
Personnel	FY2014 Budget Authority	FY2015 Enacted	FY2016 Request	Change FY15/FY16	% Change
Appropriation	279,000	286,500	307,428	20,928	7.30%
Total	\$279,000	\$286,500	\$307,428	\$20,928	7.30%
General Expenses	FY2014 Budget Authority	FY2015 Enacted	FY2016 Request	Change FY15/FY16	% Change
Appropriation	59,459	61,459	71,472	10,013	16.29%
Total	\$59,459	\$61,459	\$71,472	\$10,013	16.29%
Total Appropriation	\$338,459	\$347,959	\$378,900	\$30,941	8.89%

2. DETAILS BY OBJECT CATEGORY

Summary by Object Category

(\$ in Thousands)

Object Category	FY 2014 Actual	FY 2015 Enacted	FY 2016 Final Request	Change	% Change
11.1 Full-time Permanent	177,135	186,240	194,925	8,685	4.66%
11.5 Other personnel compensation	26,693	29,480	37,135	7,655	25.97%
12.1 Civilian personnel benefits	69,020	70,560	75,219	4,659	6.60%
13.1 Benefits for former personnel	90	220	150	(70)	(31.82%)
21.0 Travel & Transportation of Persons	10,510	11,855	13,858	2,003	16.90%
22.0 Transportation of Things	12	12	29	17	141.01%
23.3 Rent, Communications, Utilities & Misc. Charges	2,524	2,685	3,429	744	27.70%
24.0 Printing & Reproduction	11	24	8	(17)	(67.62%)
25.1 Advisory & Assistance Services	24,532	24,986	28,335	3,350	13.41%
25.2 Other Services	3,556	4,015	4,339	323	8.05%
25.3 Other Purchases of Goods & Svcs from Govt	2,164	2,334	3,057	723	30.95%
25.6 Medical Care	52	95	306	211	222.11%
25.7 Operations & Maint Equipment	150	167	200	33	19.84%
26.0 Supply & Materials	4,950	3,467	4,261	794	22.89%
31.0 Equipment	10,467	11,706	13,538	1,832	15.65%
42.0 Insurance Claims & Indemnities	36	113	113	0	0.00%
Total USCP	\$331,903	\$347,959	\$378,900	\$30,941	8.89%

3. ANALYSIS OF CHANGE

United States Capitol Police

FY 2016 Analysis of Change		\$ in thousands	
	Positions	Amount	
FY 2015 Enacted	2,145	\$347,959	
FY 2016 Changes:			
Non-recurring Costs			
Special Projects			(200)
Total, Non-recurring Costs			(200)
Pay and Related Costs			
FY 2015 Salaries for Authorized FTEs Annualized for FY 2016			6,914
FY 2016 Within Grade Increases & Promotions			3
Overtime - Core Mission, Training, Unscheduled, etc.			5,635
Overtime - LOC non-reimbursable			8
Overtime - Convention/Pre-inauguration			1,860
Annualized Benefits			4,658
Lump Sum & Misc. Payments			1,850
Total, Pay and Related Costs			20,928
Price Level Changes			312
Program Changes (Net)			
Security Services: Access Control (Card Access, Barriers, Fire Doors, Kiosk)			1,192
Administrative			820
Financial Management: Agency-wide Services (gas, internal training, and equipment)			(96)
Information Systems: Enterprise Applications			(12)
Information Systems: Information Security			204
Security Services: Detection/Screening Systems - Lifecycle replacement, contractor support, equipment			36
Facilities Mgmt.: FFE Refreshment and Contracts			(34)
Property Management: Logistical Support			1,320
Financial Management & Accountability (Momentum/Maximo systems and contractor support)			(328)
Fleet Management: Vehicles, repairs, rental, supplies			(403)
Operational Services: Hazardous Response- External training, travel for training, ammunition, equipment			176
Human Resources: Operations and Systems			632
Human Resources: Recruiting and Employment			809
Information Systems: Network Communications			1,902
Information Systems: Operations			459
Mission Assurance Bureau: Operations - Contractor support, training, travel for training, equipment			262
Operational Services: Patrol Mobile Response - Training, travel for training, ammunition, equipment			(52)
Protective Services: Protective Detail - Travel and chartered flights			(825)
Protective Services: Protective service - Convention support, Contractor support, training, travel for training, equipment			2,757
Security Services: Security Systems Maintenance - Life cycle replacement, contractor support, equipment			1,022
Training Services: Training Programs			60
Total, Program Changes			9,901
Net Increase/Decrease			30,941
Total Appropriation	2,145	378,900	

Note: Totals may contain rounding variances

4. POSITIONS BY RANK AND GRADE

This chart is an analysis of the FY 2016 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 FY16	Sworn FY16	Civilian FY16	Total USCP FY16
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		1,530		1,530
TOTAL SWORN		1,798		1,798
CAO, OGC, CP-14/15	2		11	13
CP-13			27	27
CP-11 to 12			75	75
CP-4 to 10			271	271
CP-3			51	51
OIG	6			6
CIVILIAN			435	435
TOTAL	10	1,798	435	2,243

Note: The CAO, OGC, CP-14/15, the Assistant to the Chief, Chief Administrative Officer, General Counsel and six OIG positions.

5. PROPOSED APPROPRIATIONS LANGUAGE

Salaries

For salaries of employees of the Capitol Police, including overtime, hazardous duty pay, and Government contributions for health, retirement, social security, professional liability insurance, and other applicable employee benefits, [\$286,500,000] \$307,428,000 of which overtime shall not exceed [\$23,425,000] \$30,928,000 unless the Committee on Appropriations of the House and Senate are notified, to be disbursed by the Chief of the Capitol Police or his designee. (*Legislative Branch Appropriations Act, 2015.*)

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, [\$61,459,000] \$71,472,000, 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 [2015] 2016 shall be paid by the Secretary of Homeland Security from funds available to the Department of Homeland Security. (*Legislative Branch Appropriations Act, 2015.*)

Administrative Provisions

DEPOSIT OF REIMBURSEMENTS FOR LAW ENFORCEMENT ASSISTANCE

Section 2802 of the Supplemental Appropriations Act, 2001 (2 U.S.C. § 1905) is amended in subsection (a)(1) by striking "or local government agency (including any agency of the District of Columbia)" and inserting "or local government agency (including any agency of the District of Columbia) and from the public from non-Congressional sponsored activities"

VI. Index of Acronyms

ACF	Alternate Computer Facility
AOC	Architect of the Capitol
CERT	Containment Emergency Response Team
CALEA	Commission on Accreditation for 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
DNC	Democratic National Convention
DPD	Dignitary Protection Division
FD	Force Development
FFE	Furniture, Fixtures, and Equipment
FLETC	Federal Law Enforcement Training Center
FTE	Full-time Equivalent
FY	Fiscal Year
HDS	Hazardous Devices Section
IAD	Internal Affairs Division
ID	Inspection Division
IED	Improvised Explosive Device
ISIL	Islamic State of Iraq and the Levant
IT	Information Technology
K-9	Canine
LAN	Local Area Network
LOC	Library of Congress
MAB	Mission Assurance Bureau (<i>formerly Office of Plans, Operations and Homeland Security</i>)
MOU	Memorandum of Understanding
MS SQL	Microsoft Structured Query Language
NFC	National Finance Center
OC	Object Class
OEC	Office of Employment Counsel
OFL	Office of Facilities and Logistics
OFL-FMD	OFL-Facilities Management Division
OFL-PAMD	OFL-Property and Asset Management Systems
OFL-VMD	OFL-Vehicle Maintenance Division
OFM	Office of Financial Management
OGC	Office of the General Counsel
OHR	Office of Human Resources
OIG	Office of Inspector General
OIS	Office of Information Systems
OPOL	Office of Policy and Management Systems
OPR	Office of Professional Responsibility
OSB	Operational Services Bureau
OSB-PMRD	OSB-Patrol Mobile Response Division
OSHA	Occupational Safety and Health Administration
OT	Overtime
PAS	Public Address System
PELP	Police Executive Leadership Program
PSB	Protective Services Bureau
PTO	Police Training Officer
RNC	Republican National Convention

SAN	Storage Area Network
SCIF	Sensitive Compartmented Information Facility
SSB	Security Services Bureau
TCM	Technical Countermeasures
TSB	Training Services Bureau
USB	Uniformed Services Bureau
USCP	United States Capitol Police
VOIP	Voice Over Internet Protocol
VSAT	Very Small Aperture Terminal

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

BOC	BOC Description	FY 14 Actuals	FY15 Enacted	FY 2015 Budget	Change from FY14	% Change
		\$	\$	\$		
Chief Administration						
CAO Administration						
	2512 External Training	5,405	7,0			
	2610 Office & Miscellaneous Supplies	4,274	2,6			
	2630 Subscriptions and Publications		1,7			
	CAO Administration Total	9,679	11,4		(229)	(3%)
	CAO Administration Total	9,679	11,4		(329)	(3%)
	Chief Administration Officer Total	9,679	11,464	11,1	(329)	(3%)
Chief of Operations						
COO Administration-Command Ops						
COO Administration						
	2610 Office & Miscellaneous Supplies	1,335	1,336	1,336	-	0%
	COO Administration Total	1,335	1,336	1,336	-	0%
	COO Administration-Command Ops Total	1,335	1,336	1,336	-	0%
	Chief of Operations Total	1,335	1,336	1,336	-	0%
Chief of Police						
COP Administration						
COP Administration						
	2110 Temporary Duty (TDY) Travel	1,382	1,800	2,028	228	13%
	2510 Membership Fees	1,175	2,160	2,175	15	1%
	2512 External Training			4,780	4,780	
	2610 Office & Miscellaneous Supplies	7,003	7,456	7,850	394	5%
	2630 Subscriptions and Publications	222	300	225	(75)	(25%)
	COP Administration Total	9,781	11,716	17,058	5,342	46%
COP Representation Fund						
	2610 Office & Miscellaneous Supplies	631	5,000	5,000	-	0%
	2615 Provisions	1,790				
	COP Representation Fund Total	2,421	5,000	5,000	-	0%
	COP Administration Total	12,202	16,716	22,058	5,342	32%
	Chief of Police Total	12,202	16,716	22,058	5,342	32%
Mission Assurance Bureau						
MAB Administration						
MAB Administration						
	2110 Temporary Duty (TDY) Travel	517				
	2111 Temp Travel Training		1,275	41,466	40,191	3152%
	2512 External Training			6,250	6,250	
	2526 Contractor Support Services non-Federal		975		(975)	(100%)
	2610 Office & Miscellaneous Supplies	3,775	4,500	6,250	1,750	39%
	MAB Administration Total	4,293	6,750	53,966	47,216	699%
MAB Command Ctr Ops Admin						
	2610 Office & Miscellaneous Supplies	1,769	1,800	1,800	-	0%
	MAB Command Ctr Ops Admin Total	1,769	1,800	1,800	-	0%
	MAB Administration Total	6,061	8,550	55,766	47,216	552%

Bureau/ Program Projects	BOC Description	FY 14 Actuals	FY 15 Enacted	FY 2016 Request	Change from FY15 Enacted	
		\$	\$	\$	\$	%
MAB Operations						
MAB Command			2,000		(2,000)	(100%)
2512 External Training						
2526 Contractor Support Services non-Federal		5,309	3,400	3,500	100	
2610 Office & Miscellaneous Supplies		6,326	9,180	6,750	(2,430)	(27%)
MAB Command Total		11,636	14,580	10,250	(4,330)	(30%)
MAB Communications Center Operations						
2526 Contractor Support Services non-Federal		1,000	1,280	34,280	33,000	257%
2540 Miscellaneous Merchant & Vendor Services			22,038		(22,038)	(100%)
2610 Office & Miscellaneous Supplies		2,551	2,673	2,700	27	1%
3110 Non-Capitalized Furniture, Equipment, and Machinery		41,877	33,566	65,954	32,388	76%
3120 Capitalized Furniture, Equipment, and Machinery				223,105	223,105	
MAB Communications Center Operations Total		45,428	59,551	107,039	26,611	45%
MAB Operations Total						
		63,879	85,381	347,000	261,619	306%
		65,941	93,931	402,766	308,855	329%
Office of Employment Counsel						
OEC Administration						
OEC Administration						
2110 Temporary Duty (TDY) Travel			3,360		(3,360)	(100%)
2111 Temp Travel Training			4,320	6,364	2,044	47%
2410 Printing and Binding		3,428	6,400	6,400		0%
2512 External Training				9,553	9,553	
2526 Contractor Support Services non-Federal		95,621	88,000	105,232	17,232	20%
2610 Office & Miscellaneous Supplies		5,439	3,420	6,050	2,630	77%
2630 Subscriptions and Publications		2,579	5,500	4,012	(1,488)	(27%)
OEC Administration Total		107,066	111,000	137,611	26,611	24%
OEC Administration Total		107,066	111,000	137,611	26,611	24%
		107,066	111,000	137,611	26,611	24%
Office of Facilities & Logistics						
Administration - OFL						
Occupational Safety Health and Environment						
2111 Temp Travel Training		1,963	500	6,000	5,500	1100%
2512 External Training		1,144		7,735	7,735	
2519 Health Services		42,913	87,000	297,570	210,570	242%
2526 Contractor Support Services non-Federal		376,334	354,001	452,150	98,149	28%
2610 Office & Miscellaneous Supplies		8,511	1,000	4,200	3,200	320%
2630 Subscriptions and Publications		2,094	5,000	9,700	4,700	94%
3110 Non-Capitalized Furniture, Equipment, and Machinery		78,935	75,000	15,000	(60,000)	(80%)
Occupational Safety Health and Environment Total		511,894	522,501	792,355	269,854	52%
Administration - OFL Total		511,894	522,501	792,355	269,854	52%
VMD Administration						
VMD Administration						
2110 Temporary Duty (TDY) Travel		1,374		12,000	12,000	
2111 Temp Travel Training		4,687	8,450	8,250	(200)	(2%)
2322 Rentals - Miscellaneous		7,158				
2510 Membership Fees		479	900	1,000	100	11%
2512 External Training		1,635	3,910	3,300	(610)	(16%)
2528 Cleaning and Alteration Services		10,610	16,800	17,000	200	1%
2610 Office & Miscellaneous Supplies		4,202	4,500	5,000	500	11%
VMD Administration Total		30,145	34,560	46,550	11,990	35%
VMD Administration Total		30,145	34,560	46,550	11,990	35%

Bureau/ Program Projects	BOC	BOC Description	FY 14 Actuals	FY15 Enacted	FY 2016 Request	Change from FY15 Enacted	
			\$	\$	\$	\$	%
FMD Administration							
FMD Administration							
2220	Transportation	Things	12,280	12,100	20,000	7,900	65%
2310	Rental of Equipment		3,150	2,880	3,900	1,020	35%
2512	External Training		-	-	3,000	3,000	
2526	Contractor Support Services non-Federal		60,226	142,514	177,315	34,801	24%
2535	Government Support Services		-	84,605	-	(84,605)	(100%)
2610	Office & Miscellaneous Supplies		11,882	4,500	24,950	20,450	454%
2630	Subscriptions and Publications		-	-	400	400	
3110	Non-Capitalized Furniture, Equipment, and Machinery		92,764	124,455	115,400	(9,055)	(7%)
FMD Administration Total			180,302	371,054	344,965	(26,089)	(7%)
FMD Administration Total			180,302	371,054	344,965	(26,089)	(7%)
PMD Administration							
PMD Administration							
2510	Membership Fees		-	-	3,360	3,360	
2512	External Training		-	-	-	-	
2610	Office & Miscellaneous Supplies		2,894	5,500	12,000	6,500	118%
PMD Administration Total			2,894	5,500	15,360	9,860	179%
PMD Administration Total			2,894	5,500	15,360	9,860	179%
PMD Logistics Support							
PMD Logistical Support							
2526	Contractor Support Services non-Federal		296,409	530,490	565,840	35,350	7%
2528	Cleaning and Alteration Services		42,900	45,000	50,616	5,616	12%
2540	Miscellaneous Merchant and Vendor Services		679	-	-	-	
2610	Office & Miscellaneous Supplies		45,436	30,000	132,900	102,900	343%
2615	Provisions		27,630	43,350	43,000	(350)	(1%)
2634	Controlled Explosives & Ammunition		-	740,957	973,538	232,581	31%
2637	Law Enforcement Uniforms		2,700,602	1,210,002	1,471,425	261,423	22%
3110	Non-Capitalized Furniture, Equipment, and Machinery		4,906	3,000	50,000	47,000	1567%
3180	Weapons and Replacement Parts		-	206,611	842,619	636,008	308%
PMD Logistical Support Total			3,118,562	2,809,410	4,129,938	1,320,528	47%
PMD Logistical Support Total			3,118,562	2,809,410	4,129,938	1,320,528	47%
VMD Fleet Management							
VMD - Fleet Management							
2120	Vehicle Rental		1,922,823	1,747,550	2,424,992	677,442	39%
2310	Rental of Equipment		-	7,995	7,500	(495)	(6%)
2571	Vehicle Repair Services		149,928	166,893	200,000	33,107	20%
2621	Vehicle Supplies		210,486	185,893	200,000	14,107	8%
2622	Vehicle Fluid Supplies		14,517	20,700	20,000	(700)	(3%)
3110	Non-Capitalized Furniture, Equipment, and Machinery		54,864	-	81,100	81,100	
3170	Non-Capitalized Vehicles		54,258	-	168,000	168,000	
3171	Capitalized Vehicles		-	1,405,003	-	(1,405,003)	(100%)
3175	Non-Capitalized Vehicle Accessories		207,367	171,002	200,000	28,998	17%
VMD - Fleet Management Total			2,614,244	3,705,036	3,301,592	(403,444)	(11%)
VMD Fleet Management Total			2,614,244	3,705,036	3,301,592	(403,444)	(11%)
Total			8,451,044	7,446,000	8,233,585	(212,415)	(3%)
Office of Financial Management							
OFM Administration							
OFM Administration							
2111	Temp Travel Training		-	6	5,780	5,774	96233%
2512	External Training		-	-	26,240	26,240	
2610	Office & Miscellaneous Supplies		3,959	3,994	5,000	1,006	25%
2622	Vehicle Fluid Supplies		-	-	-	-	
2630	Subscriptions and Publications		2,575	2,500	3,500	1,000	40%
OFM Administration Total			6,534	6,500	40,520	34,020	523%
OFM Administration Total			6,534	6,500	40,520	34,020	523%

Bureau/ Program Projects	BOC Description	FY 14	FY15	FY 2016	Change from	
		Actuals	Enacted	Request	FY15 Enacted	%
		\$	\$	\$	\$	%
OFM Agency Services						
OFM Agency Services Total						
235	Travel	15,300	15,300	15,500	200	1%
2512	External Training	17,790	21,000	91,250	(126,540)	(58%)
2526	Contractor Support Services non-Federal	437,059	48,000	514,000	30,559	6%
2541	Emergency Services - COOP	51,095		100,000	100,000	
2622	Vehicle Fluid Supplies	171,000	17,000	175,000	4,000	2%
4210	Tort Claims and Awards	36,366	11,000	112,500		0%
OFM Agency Services Total		738,610	1,000	1,008,250	8,219	1%
OFM Agency Services Total						
OFM Financial Management & Accountability						
Financial Systems						
2535	Government Support Services	280,000	28,000	350,000	110,000	39%
Financial Systems Total		280,000	28,000	350,000	110,000	39%
OFM Contractual Support						
2526	Contractor Support Services non-Federal	253,565	936,974	579,000	(357,974)	(38%)
2535	Government Support Services	375,389				
OFM Contractual Support Total		628,954	936,974	579,000	(357,974)	(38%)
OFM Financial Management & Accountability Total		908,954	1,216,974	969,000	(247,974)	(20%)
		1,647,564	2,223,974	2,017,250	(206,724)	(9%)
Office of General Counsel						
OGC Administration						
OGC Legal Services						
2440	Advertising & Recruiting	8,000	8,000	1,000	(7,000)	(88%)
2512	External Training		1,500	3,060	1,560	104%
2526	Contractor Support Services non-Federal	73,765	110,397	50,774	(59,623)	(54%)
2610	Office & Miscellaneous Supplies	3,408	3,790	4,056	266	7%
2630	Subscriptions and Publications	16,048	16,529	19,830	3,301	20%
OGC Legal Services Total		101,221	140,216	78,720	(61,496)	(44%)
OGC Administration Total		101,221	140,216	78,720	(61,496)	(44%)
Office of Human Resources						
OHR Administration						
OHR Administration						
2610	Office & Miscellaneous Supplies	900	900	1,700	800	89%
OHR Administration Total		900	900	1,700	800	89%
OHR Operations						
OHR Operations Administration						
2512	External Training			26,198	26,198	
2526	Contractor Support Services non-Federal					
2610	Office & Miscellaneous Supplies	11,375	11,439	12,000	561	5%
2630	Subscriptions and Publications	2,264	2,200	7,400	5,200	236%
OHR Operations Administration Total		13,639	13,639	45,598	31,959	234%
OHR Operations Services						
2526	Contractor Support Services non-Federal	31,825	32,565	44,480	11,915	37%
2535	Government Support Services	680				
OHR Operations Services Total		32,505	32,565	44,480	11,915	37%
OHR Operations Systems						
2315	Rental of IT Software	3,000	3,000	11,671	8,671	289%
2526	Contractor Support Services non-Federal	370,000	7,043	7,043		0%
2535	Government Support Services	277,058	379,973	959,688	579,715	153%
OHR Operations Systems Total		650,058	390,016	978,402	588,386	151%
OHR Operations Total		696,202	436,220	1,068,480	632,260	145%

Bureau/ Program Projects	BOC	BOC Description	FY 14	FY15	FY 2016	Change from	
			Actuals	Enacted	Request	FY15	FY15
			\$	\$	\$	\$	%
OHR Recruiting and Staffing							
OHR Employee Benefits & Services							
	2610	Office & Miscellaneous Supplies	4,900	7,000	15,800	8,800	126%
OHR Employee Benefits & Services Total			4,900	7,000	15,800	8,800	126%
OHR Recruiting Administration							
	2110	Temporary Duty (TDY) Travel	278	118,245	-	(118,245)	(100%)
	2111	Temp Travel Training	-	-	7,811	7,811	
	2512	External Training	1,800	-	24,035	24,035	
	2517	Applicant Testing	9,552	(0)	(0)	-	0%
	2526	Contractor Support Services non-Federal	386,749	1,282,859	1,120,522	(162,336)	(13%)
	2535	Government Support Services	31,971	82,327	72,906	(9,421)	(11%)
	2610	Office & Miscellaneous Supplies	38,021	25,603	51,100	25,497	100%
	2630	Subscriptions and Publications	126	135	-	(135)	(100%)
	3110	Non-Capitalized Furniture, Equipment, and Machinery	-	-	4,408	4,408	
	3120	Capitalized Furniture, Equipment, and Machinery	-	65,000	-	(65,000)	(100%)
OHR Recruiting Administration Total			468,497	1,574,168	1,280,781	(293,387)	(19%)
OHR Recruiting Assessment							
	2517	Applicant Testing	1,182,236	1,312,950	2,421,999	1,109,049	84%
	2519	Health Services	9,000	8,000	9,000	1,000	13%
	2526	Contractor Support Services non-Federal	278,403	-	-	-	
	2610	Office & Miscellaneous Supplies	-	-	-	-	
	2633	Biohazard Supplies	-	6,000	3,000	(3,000)	(50%)
	3110	Non-Capitalized Furniture, Equipment, and Machinery	24,912	-	-	-	
OHR Recruiting Assessment Total			1,494,551	1,326,950	2,433,999	1,107,049	83%
OHR Recruiting Systems							
	2315	Rental of IT Software	39,474	73,007	59,808	(13,199)	(18%)
OHR Recruiting Systems Total			39,474	73,007	59,808	(13,199)	(18%)
OHR Recruiting and Staffing Total			2,007,422	2,981,125	3,790,388	809,263	27%
OHR Recruiting Resources Total			-	-	4,860,568	1,442,377	
Office of Information Systems							
OIS Administration							
OIS Administration, Project Management & Enterprise Architecture							
	2110	Temporary Duty (TDY) Travel	30	2,400	15,000	12,600	525%
	2111	Temp Travel Training	-	-	16,400	16,400	
	2512	External Training	-	-	75,000	75,000	
	2526	Contractor Support Services non-Federal	1,174,195	1,432,376	1,558,000	125,624	9%
	2573	Software and Technical Support Services & Maintenance	19,592	46,552	34,000	(12,552)	(27%)
	2610	Office & Miscellaneous Supplies	6,845	7,442	15,000	7,558	102%
	2630	Subscriptions and Publications	125	-	-	-	
	2699	Credit Card Disputes	-	-	-	-	
	3110	Non-Capitalized Furniture, Equipment, and Machinery	11,666	7,060	15,000	7,940	112%
	3194	Non-Capitalized Software	293	-	-	-	
OIS Administration, Project Management & Enterprise Arch. Total			1,212,745	1,495,830	1,728,400	232,570	16%
OIS Administration Total			1,212,745	1,495,830	1,728,400	232,570	16%
OIS Enterprise Applications (Programs & Planning)							
Enterprise Business Applications							
	2526	Contractor Support Services non-Federal	416,882	475,999	326,000	(149,999)	(32%)
	2573	Software and Technical Support Services & Maintenance	502,988	744,720	531,000	(213,720)	(29%)
	3110	Non-Capitalized Furniture, Equipment, and Machinery	-	71,000	-	(71,000)	(100%)
	3194	Non-Capitalized Software	166,380	-	-	-	
Enterprise Business Applications Total			1,086,250	1,291,719	857,000	(434,719)	(34%)

Bureau/ Program Projects	BOC	BOC Description	FY 14	FY15	FY 2016	Change from	
			Actuals	Enacted	Request	FY15 Enacted	%
			\$	\$	\$	\$	%
Law Enforcement Information Systems/Tech							
	2526	Contractor Support Services non-Federal	198,090	174,056	184,000	9,944	5%
	2573	Software and Technical Support Services & Maintenance	326,663	503,764	446,000	(57,764)	(11%)
	2630	Subscriptions and Publications	-	49,680	54,000	4,320	9%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	53,000	53,000	203,000	150,000	283%
		Law Enforcement Information Systems/Tech Total	577,753	780,500	887,000	106,500	11%
Web /PoliceNet							
	2526	Contractor Support Services non-Federal	842,688	436,629	753,000	316,371	62%
	2573	Software and Technical Support Services & Maintenance	6,240	1,200	1,000	(200)	(17%)
	3110	Non-Capitalized Furniture, Equipment, and Machinery	4,089	-	-	-	-
	3194	Non-Capitalized Software	25	-	-	-	-
		Web /PoliceNet Total	853,042	437,829	754,000	316,171	72%
		OIS Enterprise Applications (Programs & Planning) Total	2,517,045	2,510,048	2,498,000	(12,048)	(0%)
OIS Information Security							
OIS Information Assurance / Privacy/Network Defense							
	2111	Temp Travel Training	-	11,500	3,000	(8,500)	(74%)
	2526	Contractor Support Services non-Federal	594,438	572,992	605,000	32,008	6%
	2540	Miscellaneous Merchant & Vendor Services	-	-	-	-	-
	2573	Software and Technical Support Services & Maintenance	140,156	258,705	227,000	(31,705)	(12%)
	3110	Non-Capitalized Furniture, Equipment, and Machinery	207,487	262,874	475,000	212,126	81%
	3120	Capitalized Furniture, Equipment, and Machinery	35,547	-	-	-	-
	3194	Non-Capitalized Software	18,843	-	-	-	-
		OIS Information Assurance / Privacy/Network Defense Total	996,471	1,106,071	1,310,000	203,929	18%
		OIS Information Security Total	996,471	1,106,071	1,310,000	203,929	18%
OIS Network Communications							
Data Networks							
	2334	Local Telecommunications	289,399	254,379	260,000	5,621	2%
	2526	Contractor Support Services non-Federal	1,330,605	1,291,863	1,300,000	8,137	1%
	2573	Software and Technical Support Services & Maintenance	186,984	192,700	260,000	67,300	35%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	628,370	-	-	-	-
	3120	Capitalized Furniture, Equipment, and Machinery	21,630	100,000	100,000	-	0%
		Data Networks Total	2,456,988	1,838,942	1,920,000	81,058	4%
Radio Communications							
	2110	Temporary Duty (TDY) Travel	-	13,000	25,000	12,000	92%
	2334	Local Telecommunications	738,943	914,108	924,000	9,892	1%
	2335	Rental of Telecommunications Equipment	37,056	39,167	55,000	15,833	40%
	2526	Contractor Support Services non-Federal	852,264	1,306,367	999,000	(307,367)	(24%)
	2573	Software and Technical Support Services & Maintenance	1,179,301	1,210,933	1,422,000	211,067	17%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	543,676	400,000	551,000	151,000	38%
	3194	Non-Capitalized Software	3,575	-	-	-	-
		Radio Communications Total	3,354,815	3,883,575	3,976,000	92,425	2%
Telephony/VTC							
	2334	Local Telecommunications	329,999	306,432	362,000	55,568	18%
	2526	Contractor Support Services non-Federal	340,441	189,170	380,000	190,830	101%
	2573	Software and Technical Support Services & Maintenance	20,495	-	23,000	23,000	-
	3110	Non-Capitalized Furniture, Equipment, and Machinery	190,915	296,880	355,000	58,120	20%
		Telephony/VTC Total	881,850	792,482	1,120,000	327,518	41%
Wireless/BB Comms							
	2334	Local Telecommunications	1,048,588	1,053,234	1,335,652	282,418	27%
	2526	Contractor Support Services non-Federal	465,885	397,229	415,000	17,771	4%
	2573	Software and Technical Support Services & Maintenance	193,329	23,100	232,000	208,900	904%
	3110	Non-Capitalized Furniture, Equipment, and Machinery	84,328	149,998	350,000	200,002	133%
	3120	Capitalized Furniture, Equipment, and Machinery	13,194	-	-	-	-
	3194	Non-Capitalized Software	7,157	-	-	-	-
		Wireless/BB Comms Total	1,812,482	1,623,561	2,332,652	709,091	44%

Bureau/ Program Projects	BOC	BOC Description	FY 14 Actuals	FY15 Enacted	FY 2016 Request	Change from FY15 Enacted	
			\$	\$	\$	\$	%
Wiring & Fiber Plant							
2120 Vehicle Rental			10,020				
2529 Contractor Support Services - Federal			1,402,988	1,363,637	1,656,000	292,363	21%
2573 Software and Technical Support Services			19,000	50,000	50,000		0%
3110 Non-Capitalized Furniture, Equipment, and Machinery			716,555	600,000	1,000,000	400,000	67%
Wiring & Fiber Plant Total			2,138,563	2,013,637	2,706,000	692,363	34%
OIS Network Communications Total							
			10,654,398	10,152,197	12,054,652	1,902,455	19%
OIS Operations							
Customer Support							
2526 Contractor Support Services non-Federal			627,035	4,365,532	1,119,000	(12,540)	(3%)
2573 Software and Technical Support Services & Maintenance			1,253	1,000	5,000	1,006	20%
Customer Support Total			631,288	5,365,532	1,124,000	(11,534)	(0%)
Database/Storage							
2526 Contractor Support Services non-Federal			59,313				
2573 Software and Technical Support Services & Maintenance			253,305	289,000			
3110 Non-Capitalized Furniture, Equipment, and Machinery			214,000				
3120 Capitalized Furniture, Equipment, and Machinery			-	214,000	250,000		
Database/Storage Total			526,618	503,000	539,000	12,600	3%
E-Mail, Operating Systems & Office Productivity Software							
2120 Vehicle Rental			12,000				
2526 Contractor Support Services non-Federal			12,988				
2573 Software and Technical Support Services & Maintenance			382,012	381,534	395,000	13,466	4%
3110 Non-Capitalized Furniture, Equipment, and Machinery			720	2,940		(2,940)	(100%)
3194 Non-Capitalized Software			31,280	32,000	16,000	(16,000)	(50%)
E-Mail, Operating Systems & Office Productivity Software Total			439,000	416,474	411,000	(5,474)	(1%)
OIS IT Hardware Support & Administration (Server/PC/Laptop/etc.)							
2526 Contractor Support Services non-Federal			830,297	798,507	975,000	176,493	22%
2573 Software and Technical Support Services & Maintenance			155,173	206,315	232,000	25,685	12%
3110 Non-Capitalized Furniture, Equipment, and Machinery			659,078	538,400	856,000	317,600	59%
3194 Non-Capitalized Software			57,834				
OIS IT Hardware Support & Administration (Server/PC/Laptop) Total			1,702,382	1,543,222	2,063,000	519,778	34%
OIS Operations Total			3,299,772	3,533,220	3,992,000	458,780	13%
Office of Information Systems Total							
			3,299,772	3,533,220	3,992,000	458,780	13%
Office of Inspector General							
OIG Administration							
OIG Administration							
2110 Temporary Duty (TDY) Travel			30	8,000	6,000	(2,000)	(25%)
2111 Temp Travel Training			8				
2410 Printing and Binding			8	10,000	500	(9,500)	(95%)
2512 External Training			8,880	33,000	30,000	(3,000)	(9%)
2526 Contractor Support Services non-Federal			715,340	701,000	746,000	45,000	6%
2573 Software and Technical Support Services & Maintenance			750				
2610 Office & Miscellaneous Supplies			1,961	10,000	10,000		0%
OIG Administration Total			726,977	762,000	792,500	30,500	4%
OIG Administration Total			726,977	762,000	792,500	30,500	4%
Office of Policy & Management Systems							
Administration OPOL							
OPOL Administration							
2110 Temporary Duty (TDY) Travel			1,287		3,600	3,600	
2112 Local Travel					320	320	
2510 Membership Fees			5,790	6,060	5,920	(140)	(2%)
2512 External Training			1,250		4,340	4,340	
2610 Office & Miscellaneous Supplies			1,064	2,773	5,500	2,727	98%
2630 Subscriptions and Publications			1,700	1,860	1,800	(60)	(3%)
3110 Non-Capitalized Furniture, Equipment, and Machinery				400	1,400	1,000	250%
OPOL Administration Total			11,092	11,093	22,880	11,787	106%
Administration OPOL Total			11,092	11,093	22,880	11,787	106%
Office of Policy & Management Systems Total			11,092	11,093	22,880	11,787	106%

Bureau/ Program Projects	BOC	BOC Description	FY 14 Actuals	FY15 Enacted	FY 2016 Request	Change from FY15 Enacted	
			\$	\$	\$	\$	%
Office of Professional Responsibility							
OPR Administration							
OPR Administration							
		2110 Temporary Duty (TDY) Travel	1,673				
		2111 Temp Travel Training	770	16,542	28,213	11,671	71%
		2512 External Training	626	10,000	13,452	3,452	35%
		2526 Contractor Support Services non-Federal	1,306	5,568	3,000	(2,568)	(46%)
		2610 Office & Miscellaneous Supplies	4,007	5,400	6,000	600	11%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	-	2,876	(1)	(2,876)	(100%)
		OPR Administration Total	8,382	40,385	50,664	10,279	25%
		OPR Administration Total	8,382	40,385	50,664	10,279	25%
Operational Services Bureau							
OSB Administration							
OSB Administration							
		2512 External Training	25	695	-	(695)	(100%)
		2610 Office & Miscellaneous Supplies	612	419	1,300	881	210%
		2699 Credit Card Disputes	(83)				
		OSB Administration Total	553	1,114	1,300	186	17%
		OSB Administration Total	553	1,114	1,300	186	17%
OSB Hazardous Incident Response							
OSB Hazardous Devices							
		2111 Temp Travel Training	42,965	51,912	60,790	8,878	17%
		2512 External Training	35,891	45,368	134,189	88,821	196%
		2540 Miscellaneous Merchant & Vendor Services	2,048	6,099	1,453	(4,646)	(76%)
		2610 Office & Miscellaneous Supplies	18,920	23,955	10,150	(13,805)	(58%)
		2615 Provisions	293	-	420	420	
		2634 Controlled Explosives & Ammunition	-	-	5,500	5,500	
		OSB Hazardous Devices Total	100,118	127,334	212,502	85,168	67%
OSB Hazardous Materials							
		2111 Temp Travel Training	469	18,800	16,724	(2,076)	(11%)
		2510 Membership Fees	430	-	400	400	
		2512 External Training	-	29,950	39,012	9,062	30%
		2540 Miscellaneous Merchant & Vendor Services	57,176	91,955	72,790	(19,165)	(21%)
		2610 Office & Miscellaneous Supplies	28,848	60,000	20,000	(40,000)	(67%)
		2615 Provisions	492	-	420	420	
		2620 System Supplies and Materials	9,899	-	5,000	5,000	
		2630 Subscriptions and Publications	-	-	1,500	1,500	
		2633 Biohazard Supplies	14,703	37,000	42,500	5,500	15%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	152,371	45,737	218,000	172,263	377%
		3120 Capitalized Furniture, Equipment, and Machinery	126,550	47,000	-	(47,000)	(100%)
		OSB Hazardous Materials Total	390,938	330,442	416,346	85,904	26%
		OSB Hazardous Incident Response Total	491,055	457,776	628,848	171,072	37%
OSB Patrol Mobile Response							
OSB CERT							
		2111 Temp Travel Training	4,681	8,400	25,330	16,930	202%
		2510 Membership Fees	1,150	1,500	1,400	(100)	(7%)
		2512 External Training	19,090	27,720	66,559	38,839	140%
		2610 Office & Miscellaneous Supplies	9,510	9,900	10,588	688	7%
		2630 Subscriptions and Publications	-	-	40	40	
		3110 Non-Capitalized Furniture, Equipment, and Machinery	50,988	151,088	65,201	(85,887)	(57%)
		OSB CERT Total	85,420	198,608	169,118	(29,490)	(15%)

BOC Description	FY 14	FY15	FY 2016	Change from	
	Actuals	Enacted	Request	FY15 Enacted	
	\$	\$	\$	\$	%
OSB K-9 Unit					
2111 Temp Travel Training	713	1,000	-	(1,000)	(100%)
2510 Members	-	-	1,375	1,375	(100%)
2526 Contractor Support Services non-Federal	912	960	803	(157)	(16%)
2527 Veterinary Services	20,438	39,960	23,000	(16,960)	(42%)
2540 Miscellaneous Merchant & Vendor Services	-	-	-	-	-
2610 Office & Miscellaneous Supplies	837	-	1,000	1,000	(100%)
2632 K-9 Supplies	24,814	35,846	40,000	4,154	12%
2634 Controlled Explosives & Ammunition	6,944	-	1,000	1,000	(100%)
3110 Non-Capitalized Furniture, Equipment, and Machinery	-	65,000	22,500	(42,500)	(65%)
OSB K-9 Unit Total	54,657	142,766	89,678	(53,088)	(37%)
OSB Offsite Delivery					
2540 Miscellaneous Merchant & Vendor Services	3,548	7,056	8,603	1,547	22%
2610 Office & Miscellaneous Supplies	10,085	10,691	8,460	(2,231)	(21%)
3110 Non-Capitalized Furniture, Equipment, and Machinery	1,476	2,337	2,937	600	26%
OSB Offsite Delivery Total	15,109	20,084	20,000	(84)	(0%)
OSB Patrol Mobile Response					
2110 Temporary Duty (TDY) Travel	-	-	1,000	(1,000)	(100%)
2111 Temp Travel Training	3,449	9,650	23,135	13,485	140%
2512 External Training	3,950	4,300	9,060	4,760	111%
2535 Government Support Services	2,500	-	15,008	15,008	(100%)
2540 Miscellaneous Merchant & Vendor Services	1,042	7,115	-	(7,115)	(100%)
2610 Office & Miscellaneous Supplies	15,972	13,730	13,300	(430)	(3%)
2634 Controlled Explosives & Ammunition	-	1,330	6,784	5,454	410%
3110 Non-Capitalized Furniture, Equipment, and Machinery	1,818	1,500	6,960	5,460	364%
OSB Patrol Mobile Response Total	28,730	38,625	74,247	35,622	92%
OSB Patrol Mobile Response Total	183,916	400,083	353,043	(47,040)	(12%)
Protective Services Bureau	675,425	858,473	881,415	124,218	14%
PSB Administration					
PSB Administration					
2334 Local Telecommunications	-	1,178	1,196	18	2%
2526 Contractor Support Services non-Federal	146,000	150,000	52,000	(98,000)	(65%)
2610 Office & Miscellaneous Supplies	23,235	22,500	24,500	2,000	9%
2699 Credit Card Disputes	712	-	-	-	-
PSB Administration Total	169,947	173,678	77,696	(95,982)	(55%)
PSB Administration Total	169,947	173,678	77,696	(95,982)	(55%)
PSB Protective Detail Travel					
PSB Protective Detail Travel					
2111 Temp Travel Training	-	-	23,778	23,778	(100%)
2115 Protective Detail TDY Travel	8,061,377	9,533,317	8,276,485	(1,256,832)	(13%)
2120 Vehicle Rental	23,956	-	-	-	-
2125 Charter Flights	297,298	29,790	336,000	306,210	1028%
2322 Rentals - Miscellaneous	8,745	9,540	9,800	260	3%
2512 External Training	-	-	101,522	101,522	(100%)
PSB Protective Detail Travel Total	8,391,375	9,572,647	8,747,585	(825,062)	(9%)
PSB Protective Detail Travel Total	8,391,375	9,572,647	8,747,585	(825,062)	(9%)
PSB Protective Services					
PSB Convention Support					
2110 Temporary Duty (TDY) Travel	-	-	2,251,906	2,251,906	(100%)
2322 Rentals - Miscellaneous	-	-	260,908	260,908	(100%)
2335 Rental of Telecommunications Equipment	-	-	118,614	118,614	(100%)
2610 Office & Miscellaneous Supplies	-	-	75,060	75,060	(100%)
2690 Small Purchases	-	-	2,114	2,114	(100%)
PSB Convention Support Total			2,708,602	2,708,602	(100%)

Program	FY 14 Actuals	FY 15 Request	FY 2016 Request	Change from FY15 Enacted	
				\$	%
PSB Dignitary Services					
2111 Temp Travel Training	36,323	56,500		(56,500)	(100%)
PSB Dignitary Services Total	36,323	56,500		(56,500)	(100%)
PSB Protective Intelligence					
2110 Temporary Duty (TDY) Travel		45,000	66,000	21,000	47%
2111 Temp Travel Training	9,400		23,351	23,351	
2510 Membership Fees			4,360	4,360	
2512 External Training	8,236		20,990	20,990	
2526 Contractor Support Services non-Federal	71,915				
2535 Government Support Services		77,600	79,091	1,491	2%
2540 Miscellaneous Merchant & Vendor Services	960		4,637	4,637	
2690 Small Purchases		1,500	30,340	28,840	1923%
3110 Non-Capitalized Furniture, Equipment, and Machinery	28,799	28,800	28,840	40	0%
PSB Protective Intelligence Total	119,311	152,900	257,609	104,709	68%
PSB Protective Services Total	155,634	209,400	2,966,211	2,756,811	1317%
	8,716,955	9,955,725	11,791,492	1,835,767	18%
Security Services Bureau					
SSB Access Control					
SSB Alternate Computer Facility					
2526 Contractor Support Services non-Federal	870,665	836,057	870,666	34,609	4%
SSB Alternate Computer Facility Total	870,665	836,057	870,666	34,609	4%
SSB Barriers					
2526 Contractor Support Services non-Federal	713,797	907,594	899,399	(8,195)	(1%)
2620 System Supplies and Materials	45,410	66,400	66,400		0%
SSB Barriers Total	759,207	973,994	965,799	(8,195)	(1%)
SSB Card Access					
2526 Contractor Support Services non-Federal	91,394	213,947	240,000	26,053	12%
2620 System Supplies and Materials	44,787	35,000	45,000	10,000	29%
3110 Non-Capitalized Furniture, Equipment, and Machinery	283,881	216,107	358,200	142,093	66%
3120 Capitalized Furniture, Equipment, and Machinery	74,319		954,000	954,000	
3194 Non-Capitalized Software			8,470	8,470	
SSB Card Access Total	494,381	465,054	1,605,670	1,140,616	245%
SSB Command Center					
2526 Contractor Support Services non-Federal	15,973	2,600	15,973	13,373	514%
2610 Office & Miscellaneous Supplies	24,248				
2620 System Supplies and Materials	16,166	30,300	10,027	(20,273)	(67%)
3110 Non-Capitalized Furniture, Equipment, and Machinery	15,073	40,500	58,500	18,000	44%
3120 Capitalized Furniture, Equipment, and Machinery	13,428				
SSB Command Center Total	84,888	73,400	84,500	11,100	15%
SSB Fire Doors					
2526 Contractor Support Services non-Federal		5,000	10,000	5,000	100%
2620 System Supplies and Materials	27,250	35,829	20,829	(15,000)	(42%)
3110 Non-Capitalized Furniture, Equipment, and Machinery	37,407	10,521	30,521	20,000	190%
SSB Fire Doors Total	64,657	51,350	61,350	10,000	19%
SSB Podiums					
2526 Contractor Support Services non-Federal	11,412	17,000	11,412	(5,588)	(33%)
2610 Office & Miscellaneous Supplies	24,880	24,880	14,880	(10,000)	(40%)
3110 Non-Capitalized Furniture, Equipment, and Machinery	78,834	68,900	88,900	20,000	29%
SSB Podiums Total	115,126	110,780	115,192	4,412	4%
SSB Access Control Total	2,388,923	2,510,635	3,703,177	1,192,542	47%

Bureau/ Program Project	BOC	BOC Description	FY 14	FY15	FY 2016	Change from	
			Actuals	Enacted	Request	FY15 Enacted	%
			\$	\$	\$	\$	%
SSB Administration							
SSB Administration							
		2110 Temporary Duty (TDY) Travel		5,400	10,800	5,400	100%
		2111 Temp Travel Training	5,145	11,999	27,850	15,851	132%
		2512 External Training	52,124	72,205	367,674	295,469	409%
		2526 Contractor Support Services non-Federal	9,828	1,562	21,500	19,938	127%
		2610 Office & Miscellaneous Supplies	29,941	31,400	31,400		0%
		2630 Subscriptions and Publications	400				
		3110 Non-Capitalized Furniture, Equipment, and Machinery	21,872	28,000	28,000		0%
		3194 Non-Capitalized Software	5,935				
		SSB Administration Total	125,244	150,566	487,224	336,658	224%
SSB Security Survey/Tech. Countermeasures							
		2110 Temporary Duty (TDY) Travel	17,157	41,999	30,000	(11,999)	(29%)
		SSB Security Survey/Tech. Countermeasures Total	17,157	41,999	30,000	(11,999)	(29%)
		SSB Administration Total	142,401	192,565	517,224	324,659	169%
SSB Detection and Screening Systems							
SSB CCTV							
		2526 Contractor Support Services non-Federal	431,538	325,000	458,930	133,930	41%
		2620 System Supplies and Materials	35,496	35,501	25,501	(10,000)	(28%)
		3110 Non-Capitalized Furniture, Equipment, and Machinery	25,409	810,477	820,477	10,000	1%
		3120 Capitalized Furniture, Equipment, and Machinery	673,268				
		3194 Non-Capitalized Software	111,800				
		SSB CCTV Total	1,277,510	1,170,978	1,304,908	133,930	11%
SSB Duress							
		2526 Contractor Support Services non-Federal	62,854	76,766	77,000	234	0%
		2610 Office & Miscellaneous Supplies	3,558				
		2620 System Supplies and Materials	16,831	19,391	14,391	(5,000)	(26%)
		3110 Non-Capitalized Furniture, Equipment, and Machinery	13,370	574,127	346,181	(227,946)	(40%)
		3120 Capitalized Furniture, Equipment, and Machinery	345,757				
		SSB Duress Total	442,370	670,284	437,572	(232,712)	(35%)
SSB Emergency Call Boxes							
		2620 System Supplies and Materials	20,726	18,000	18,000		0%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	24,966	25,001	25,001		0%
		SSB Emergency Call Boxes Total	45,692	43,001	43,001		0%
SSB Explosive Detectors							
		2526 Contractor Support Services non-Federal	20,000	20,000	20,000		0%
		2620 System Supplies and Materials	159,898	100,000	160,000	60,000	60%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	111				
		3120 Capitalized Furniture, Equipment, and Machinery	356,214	612,000	598,000	(14,000)	(2%)
		SSB Explosive Detectors Total	536,223	732,000	778,000	46,000	6%
SSB Intrusion Alarm							
		2526 Contractor Support Services non-Federal	27,500	15,500	27,500	12,000	77%
		2620 System Supplies and Materials	28,748	26,100	16,100	(10,000)	(38%)
		3110 Non-Capitalized Furniture, Equipment, and Machinery	24,995	25,001	35,001	10,000	40%
		3120 Capitalized Furniture, Equipment, and Machinery					
		SSB Intrusion Alarm Total	81,242	66,601	78,601	12,000	18%
SSB Metal Detectors							
		2526 Contractor Support Services non-Federal	1,975		1,975	1,975	
		2620 System Supplies and Materials	18,298	15,243	15,243		0%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	103,533	103,758	103,758		0%
		3120 Capitalized Furniture, Equipment, and Machinery					
		SSB Metal Detectors Total	123,806	119,001	120,976	1,975	2%
SSB SCIF Alarms							
		2526 Contractor Support Services non-Federal	8,034	8,250	8,250		0%
		2620 System Supplies and Materials	4,087	4,500	4,500		0%
		3110 Non-Capitalized Furniture, Equipment, and Machinery	19,650	19,650	19,650		0%
		SSB SCIF Alarms Total	31,771	32,400	32,400		0%

BOC	BOC Description	FY14 Actual	FY15 Enacted	FY15 Request	FY15 Change	FY15 Total
		\$	\$	\$	\$	\$
	2526 Contractor Support Serv	-	10,973	10,000	(973)	(9%)
	2620 System Supplies and Mater	63,098	53,100	63,000	9,900	19%
	3110 Non-Capitalized Furniture, Equip	1,111	-	-	-	-
	3120 Capitalized Furniture, Equipment, and Machinery	141,805	350,000	416,000	66,000	19%
	SSB X-Rays Total	206,014	414,073	489,000	74,927	18%
	SSB Detection and Screening Systems Total	2,744,628	3,248,338	3,284,458	36,120	1%
	SSB Security Systems Maintenance					
	SSB Comprehensive Maintenance					
	2526 Contractor Support Services non-Federal	3,040,136	3,170,145	3,170,145	-	0%
	SSB Comprehensive Maintenance Total	3,040,136	3,170,145	3,170,145	-	0%
	SSB Mass Notification Systems					
	2526 Contractor Support Services non-Federal	103,516	146,170	100,000	(46,170)	(32%)
	2620 System Supplies and Materials	3,102	-	-	-	-
	3110 Non-Capitalized Furniture, Equipment, and Machinery	-	13,102	59,272	46,170	352%
	3120 Capitalized Furniture, Equipment, and Machinery	166,584	-	-	-	-
	SSB Mass Notification Systems Total	273,202	159,272	159,272	-	0%
	SSB Security Installation Support					
	3110 Non-Capitalized Furniture, Equipment, and Machinery	123,126	-	-	-	-
	3120 Capitalized Furniture, Equipment, and Machinery	794,874	918,000	918,000	-	0%
	SSB Security Installation Support Total	918,000	918,000	918,000	-	0%
	SSB Security Network					
	2526 Contractor Support Services non-Federal	278,235	139,962	271,874	131,912	94%
	2620 System Supplies and Materials	12,275	13,500	13,500	-	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery	375,897	604,713	360,081	(244,632)	(40%)
	3120 Capitalized Furniture, Equipment, and Machinery	472,060	-	-	-	-
	3194 Non-Capitalized Software	155,512	-	938,550	938,550	-
	SSB Security Network Total	1,293,979	758,175	1,584,005	825,830	109%
	SSB Specialized Security Equipment					
	2526 Contractor Support Services non-Federal	-	550	550	-	0%
	2620 System Supplies and Materials	9,788	9,807	9,807	-	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery	4,500	4,500	4,500	-	0%
	SSB Specialized Security Equipment Total	14,288	14,857	14,857	-	0%
	SSB Support Staffing					
	2526 Contractor Support Services non-Federal	661,598	574,609	770,731	196,122	34%
	2535 Government Support Services	15,264	-	-	-	-
	SSB Support Staffing Total	676,862	574,609	770,731	196,122	34%
	SSB Security Systems Maintenance Total	6,216,466	5,595,058	6,617,010	1,021,952	18%
	SSB Special Projects					
	SSB FOBB Security Design					
	3120 Capitalized Furniture, Equipment, and Machinery	100,000	-	-	-	-
	SSB FOBB Security Design Total	100,000	-	-	-	-
	SSB Security Fit-Out Radio Modernization Equipment Rms					
	3120 Capitalized Furniture, Equipment, and Machinery	100,000	200,000	-	(200,000)	(100%)
	SSB Security Fit-Out Radio Modernization Equipment Rms Total	100,000	200,000	-	(200,000)	(100%)
	SSB Special Projects Total	200,000	200,000	-	(200,000)	(100%)
	SSB Technical Countermeasures					
	SSB TCM Equipment, Services and Supplies					
	2526 Contractor Support Services non-Federal	2,345,025	1,538,034	2,396,912	858,878	56%
	2620 System Supplies and Materials	3,737	4,000	4,000	-	0%
	3110 Non-Capitalized Furniture, Equipment, and Machinery	60,912	858,878	-	(858,878)	(100%)
	3120 Capitalized Furniture, Equipment, and Machinery	495,000	574,038	574,038	-	0%
	3194 Non-Capitalized Software	14,562	-	-	-	-
	SSB TCM Equipment, Services and Supplies Total	2,919,237	2,974,950	2,974,950	-	0%

BOC	BOC Description	FY 14 Actuals	FY15 Enacted	FY 2016 Request	Change from FY15 Enacted
		\$	\$	\$	\$
Training Services Bureau					
Administration					
2100 Temporary Duty (TDY) Travel		1,461	4,500	-	(4,500) (100%)
2111 Temp Travel Training		4,263	-	4,800	4,800
2130 Relocation Reimbursement-Enroute Travel & House Hunt		-	-	1,000	1,000
2210 Transportation of Household Goods and Personal Effects		-	-	9,162	9,162
2337 Utilities		3,478	5,000	3,600	(1,400) (28%)
2535 Government Support Services		-	-	45,034	45,034
2610 Office & Miscellaneous Supplies		9,136	11,000	6,000	(5,000) (45%)
TSB Administration Total		18,338	20,500	69,596	49,096 239%
TSB Administration Total		18,338	20,500	69,596	49,096 239%
TSB Training Services					
TSB Firearms Training Qualification					
2111 Temp Travel Training		-	46,500	8,000	(38,500) (83%)
2512 External Training		-	55,575	104,646	49,071 88%
2526 Contractor Support Services non-Federal		76,592	-	-	-
2535 Government Support Services		64,330	96,000	78,000	(18,000) (19%)
2610 Office & Miscellaneous Supplies		47,233	10,000	-	(10,000) (100%)
2634 Controlled Explosives & Ammunition		730,499	-	-	-
3110 Non-Capitalized Furniture, Equipment, and Machinery		-	-	18,310	18,310
3180 Weapons and Replacement Parts		92,157	-	-	-
TSB Firearms Training Qualification Total		1,010,811	208,075	208,956	881 0%
TSB Training Programs					
2110 Temporary Duty (TDY) Travel		37,740	-	-	-
2111 Temp Travel Training		4,392	51,960	51,760	(200) (0%)
2512 External Training		10,050	39,885	35,900	(3,985) (10%)
2513 Management Development		64,740	45,393	83,250	37,857 83%
2514 Internal Training Contractual Agreements		-	-	-	-
2526 Contractor Support Services non-Federal		1,513,258	581,484	503,116	(78,368) (13%)
2535 Government Support Services		1,116,396	1,033,700	1,206,800	173,100 17%
2536 Government Support Services/TRNG		-	300,224	210,280	(89,944) (30%)
2610 Office & Miscellaneous Supplies		24,729	19,000	38,720	19,720 104%
2630 Subscriptions and Publications		296	-	-	-
3110 Non-Capitalized Furniture, Equipment, and Machinery		49,702	-	-	-
TSB Training Programs Total		2,821,304	2,071,646	2,129,826	58,180 3%
TSB-Practical Application Center (PAC Building 12) TSB-102					
2610 Office & Miscellaneous Supplies		-	-	611	611
TSB-Practical Application Center (PAC Building 12) TSB-102 Total		-	-	611	611
TSB Training Services Total		3,832,115	2,279,721	2,339,393	59,672 3%
Training Services Bureau Total		8,836,433	2,300,221	2,300,221	0 0%
Uniform Services Bureau					
USB Administration					
USB Administration					
2112 Local Travel		40	-	-	-
2512 External Training		-	-	19,375	19,375
2526 Contractor Support Services non-Federal		-	-	-	-
2610 Office & Miscellaneous Supplies		2,414	2,877	2,500	(377) (13%)
2630 Subscriptions and Publications		441	-	-	-
USB Administration Total		2,895	2,877	21,875	18,998 660%

Bureau/ Program Projects	BOC	BOC Description	FY 14	FY15	FY 2016	Change from	
			Actuals	Enacted	Request	FY15 Enacted	%
			\$	\$	\$	\$	%
USB Capitol Division							
	2111	Temp Travel Training	-	-	2,000	2,000	
	2512	External Training	-	-	4,425	4,425	
	2610	Office & Miscellaneous Supplies	10,463	13,125	11,000	(2,125)	(16%)
USB Capitol Division Total			10,463	13,125	17,425	4,300	33%
USB House Division							
	2111	Temp Travel Training	-	-	2,000	2,000	
	2512	External Training	-	-	4,510	4,510	
	2610	Office & Miscellaneous Supplies	7,011	17,625	12,500	(5,125)	(29%)
	3110	Non-Capitalized Furniture, Equipment, and Machinery	6,414	0	0	-	0%
USB House Division Total			13,425	17,625	19,010	1,385	8%
USB Library Of Congress							
	2111	Temp Travel Training	-	-	2,000	2,000	
	2512	External Training	-	-	3,930	3,930	
	2610	Office & Miscellaneous Supplies	5,680	8,625	6,000	(2,625)	(30%)
USB Library Of Congress Total			5,680	8,625	11,930	3,305	38%
USB Senate Division							
	2111	Temp Travel Training	-	-	2,000	2,000	
	2512	External Training	-	-	4,850	4,850	
	2610	Office & Miscellaneous Supplies	11,048	13,125	11,000	(2,125)	(16%)
USB Senate Division Total			11,048	13,125	17,850	4,725	36%
USB Administration Total			43,511	55,377	88,090	32,713	59%
Grand Total			58,964,495	61,459,000	71,472,241	10,013,241	16%

**FY 2016
OFFICE OF INSPECTOR GENERAL (OIG)
Resource requirements**

General Expense Budget

Program	FY 2015 Enacted	FY 2016 Request	Increase	% Increase
Administration	\$762,000	\$792,500	\$30,500	4.00%

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. In 2014, with the support of our oversight committees, OIG increased its staffing by two FTEs from within the Department's funded civilian staffing levels (House Report 112-511, Legislative Branch Appropriations Bill, 2013 dated June 1, 2012) and (Senate CRPT 113-196 dated June 14, 2014) stated "The Committee included funds to support not less than six FTEs within the USCP Office of Inspector General."

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 2014, the Department's budget, not including supplemental appropriations, has increased 27 percent and the authorized level of positions has grown by 160. Meanwhile, OIG staffing level has increased only by two FTEs, for a total of 6 FTEs. OIG increases to general expenses are due to required Generally Accepted Government Auditing Standards training required for all current and new OIG employees. Additionally, there is an estimated increase for the financial statement audit as a result of a potential change of auditors in 2016 and an increase in dues to the Council of Inspectors General on Integrity and Efficiency.

OIG has reported management challenges (Interagency Communication, Coordination, and Program Integration Need Improvement (*Challenge 1*); Information Technology Security Needs Continuing Improvement (*Challenge 2*); Strong, Integrated Internal Control Systems Still Needed (*Challenge 3*); Acquisition Management Needs Improvement (*Challenge 4*) Human Capital Management Needs Improvement (*Challenge 5*); and Progress Continues on Resolution of Recommendations (*Challenge 6*) for the Department for each of the past 8 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.

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 requesting one/two new position(s) (potential legal/audit/investigative and/or administrative staff), which would provide necessary resources to conduct additional work related to USCP's most serious challenges.



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

Fiscal Year 2016

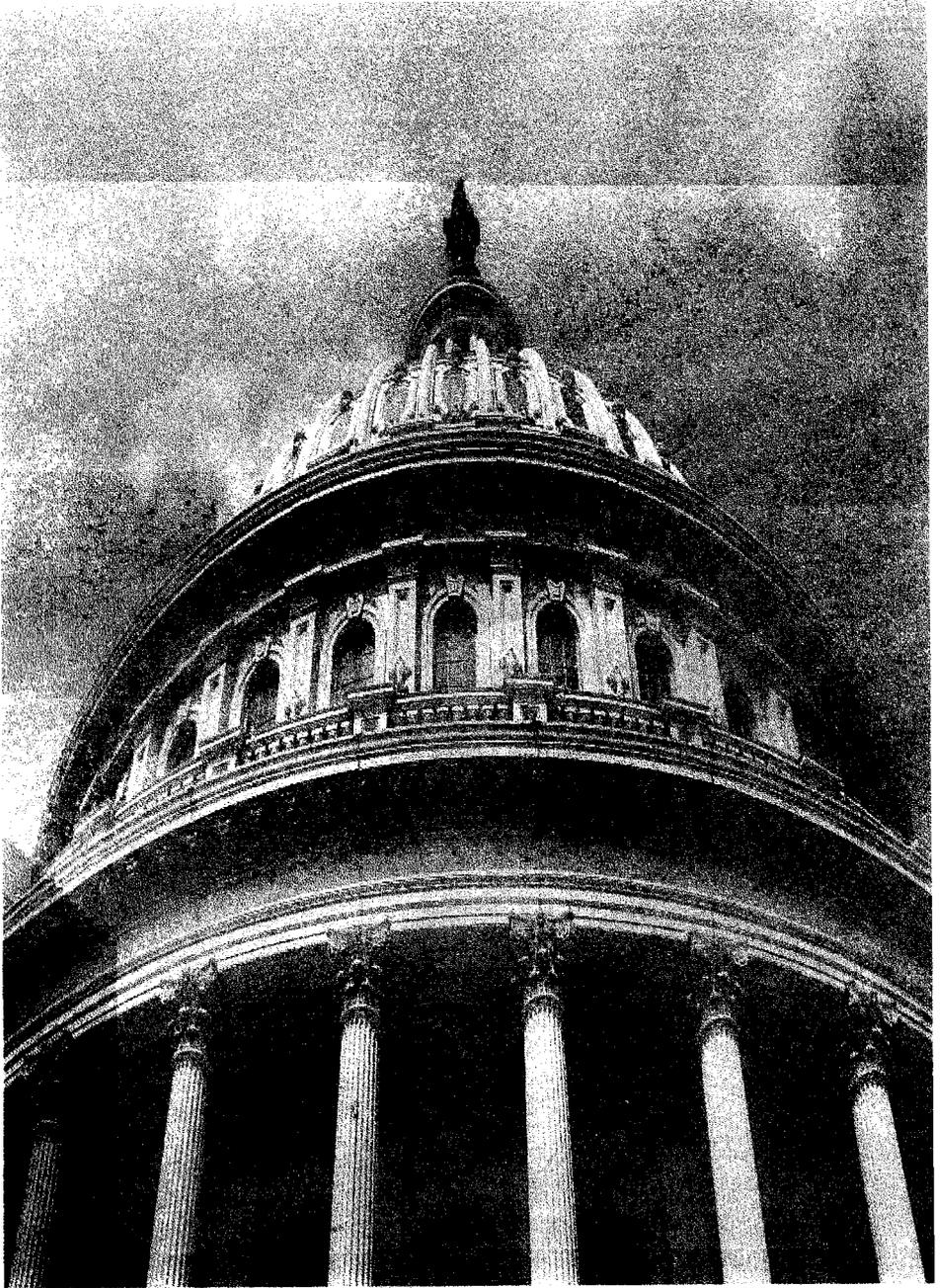


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STATEMENT OF THE EXECUTIVE DIRECTOR

On behalf of the Office of Compliance, I submit the FY 2016 budget request and justification for your consideration. On the 20th Anniversary of the passage of the Congressional Accountability Act of 1995 ("CAA"), which created the Office of Compliance, we are honored to continue providing services in the areas of dispute resolution, safety and health compliance, public access for persons with disabilities, labor management relations, and education and outreach to the regulated community. Since its inception, the Office of Compliance has made great strides in creating safe and hazard free workplaces for Legislative Branch employees, as well as providing training to Members and staff on ways to prevent harassment and discrimination.

This year, the Office of Compliance is requesting an additional \$61,000, or 1.5% over the FY 2015 enacted amount. This added funding will allow for necessary improvements to our existing website www.compliance.gov in order to bring the website in compliance with existing cybersecurity standards and to build into the site necessary capacity to host the on-demand on-line training modules being developed for Congressional employees. As approximately half of all Congressional staffers now work in district and state offices instead of the Capitol Hill campus, shifting focus from in-person to web-based training for workplace rights is essential in carrying out our statutory educational mandate. These modules, once completed, will not only include discrimination and harassment instruction, but also training which aids managers in working through paternity/maternity leave issues, complying with the Family and Medical Leave Act, providing reasonable accommodations for staffers under the Americans with Disabilities Act ("ADA") and making their workplaces safe under the occupational safety and health components of the CAA.

In addition to being mandated by Congress to provide training, it is clear that, as a practical matter, education has a direct impact on employee behavior. Whether that training is to prevent sexual harassment or to train employees on creating safe working environments, it is widely accepted that education improves the workplace. In the area of sexual harassment prevention, a comprehensive training program continues to be the most effective investment an organization can make in reducing complaints and creating a more productive workforce. A review by the Office of Compliance of the impact of the mandatory anti-discrimination/harassment training under the Notification and Federal Employee Antidiscrimination and Retaliation Act of 2002, Public Law 407-174, revealed that a modest, biennial training program reduced discrimination complaints by approximately 25% in the Executive Branch.

Looking forward to 2016, we are excited about being able to continue to improve our services for the 30,000 employees of the Legislative Branch. The Office of Compliance is small and with current operations lean already, most positions are one employee deep and many employees are cross-trained to handle other duties. With the increases in the funding over the last 2 budget cycles, we have been able to restore a good deal of the safety, health and ADA inspection hours, as well as technical assistance and outreach services to the Congressional community throughout FY 2014 and well into FY 2015. Although inspections began slowly for the 112th Congress due to prolonged reductions in funding that led to staff layoffs, cuts to safety and health inspector hours, and limits on inspections designed to ensure access for persons with disabilities, we have been able to catch up and are near completion of our reports for the 112th and 113th Congress. We continue many cost efficiencies, such as reduced pay for independent hearing officers and in-house mediation of almost all cases which will assist the Office of Compliance in providing for increased educational outreach.

The Congressional Mandate

The Congressional Accountability Act ("CAA") was passed 20 years ago, 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, and The Americans with Disabilities Act Amendments Act of 2008;

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 employing offices and approximately 30,000 employees. We administer and ensure the integrity of the dispute resolution system that provides counseling, mediation, and adjudication with respect to disputes that arise under the CAA; carry 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; advise Congress on needed changes and amendments to the CAA; and investigate and enforce the CAA's occupational safety and health, public access for persons with disabilities, 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 chambers 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 CAA. The Board acts as an adjudicative body, reviewing appeals by parties aggrieved by decisions of hearing officers on complaints filed with the OOC. 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 ("FTE") 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/anti-retaliation, 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

In the last 20 years 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 persons 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 (with respect to access for persons with disabilities), and the Federal Labor Relations Authority. With the CAA now in 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. The OOC strives for continuous improvement and pursue promising initiatives that will better serve the regulated community.

Fiscal Year 2016 Budget Request

The Office of Compliance's fiscal year ("FY") 2016 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 2016 operations, the same as the FY 2015 budget request, and which represents a 1.54% increase from the FY 2015 enacted level. The FY 2016 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. Specifically, this increase will allow the OOC to bring its existing website into compliance with .gov cybersecurity standards, improve the site's capacity to host its recent web-based learning initiative, and lay the framework for the website's integration into the newly improved case management system. These improvements will ensure the security of OOC information and provide a dynamic and impactful learning and informational environment for Congressional staffs and the public.

With respect to improvements in education, the OOC is in the final stages of developing an on-line learning module for discrimination and harassment prevention in the Congressional workplace. Once completed, this training will be launched on our website and will target the traditionally underserved state and district staffers. This is particularly important based on the results of recent surveys showing that almost half of all staffers now work outside of the National Capitol Region.

Furthermore, the OOC recently queried hundreds of Congressional offices regarding the type of training they were interested in and what training would be beneficial for their day-to-day operations. While

many chiefs of staff and staff directors remain interested in sexual harassment prevention, a majority of respondents expressed a need for other types of training, as well. In particular, several offices have requested such training as how to manage maternity/paternity leave issues under the CAA and what accommodations should be made for staff under the Americans with Disabilities Act. In order to answer this demand, the OOC is working to develop and launch web-based training on these and many more issues. Ensuring that the website can seamlessly host and support this initiative is paramount to success.

With increased funding from FY 2015 enacted, the OOC developed a new case management system which allowed for the replacement of an outdated system that produced unreliable and/or incomplete data. The additional funding will go toward the rollout and maintenance of this new system that 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. We are requesting sufficient funds in FY 2016 to maintain this system into the future.

The OOC has been able to maintain adequate funding for the dispute resolution 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. Although the OOC is able to carry some funding for the alternative dispute resolution program from FY 2015 to FY 2016, the request for FY 2016 is minimal in this area, while still including funds for the ongoing maintenance of a new case management system.

Past funding cuts forced a reduction in occupational safety and health inspector hours and the OOC experienced a 6 month delay in completing the inspection for the 112th Congress. Now fully staffed, the inspectors completed the inspections for the 112th and 113th Congresses and are finalizing the reports of those inspections for Congress. Those same inspectors also conducted the biennial ADA inspection for the 113th Congress.

The FY 2016 information technology ("IT") budget request reflects the OOC's focus on other IT needs such as upgrading security to meet current threat levels; incorporating the necessary systems to launch on-line training opportunities; and enhancing video conferencing equipment to provide for and to save travel money for hearing officers assigned to hear cases.

The balance of the 1.54% 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 OOC.

As the OOC enters into its 20th year of operation, staff and the Board of Directors are proud of the level of services being provided to the legislative community. As the Executive Director, it is my responsibility to provide our highly professional and talented staff members with the tools they need to perform their critical functions. Our small size and interrelated missions means 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, 2017: *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 2014 Actual*	FY 2015 Actual*	FY 2016 request
Average ES salary	\$164,000	\$166,980	\$167,615
Average GS/GM salary	\$90,678	\$90,170	\$91,072
Executive level**	5	5	5
GS/GM-15	4	4	4
GS/GM-12-14	6	7	7
GS-9-11	4	4	4
GS-3-8	3	2	2
Staffing level (FTEs)	22	22	22

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

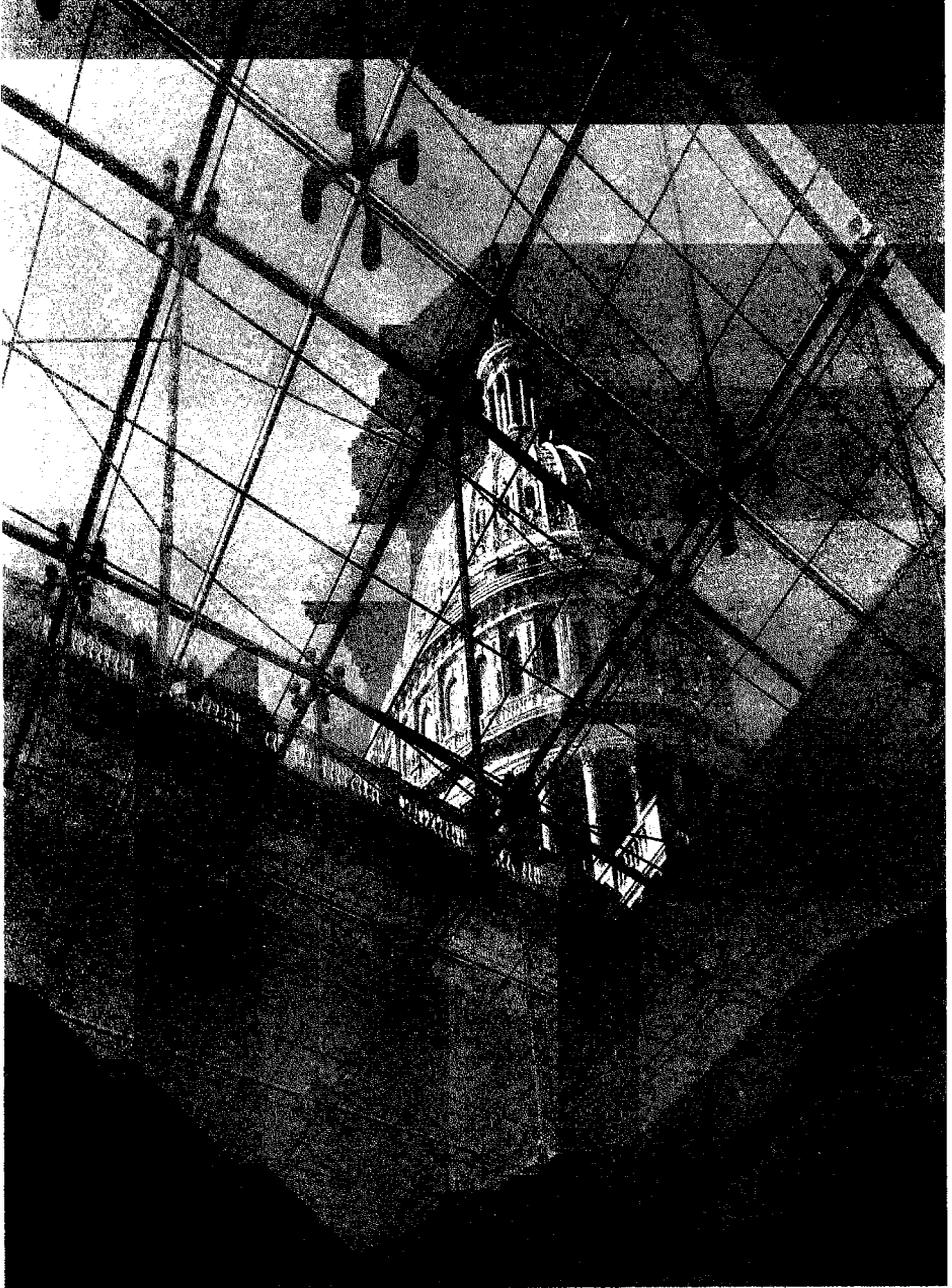
This schedule is for comparison purposes only. The OOC does not use the formal government system of grading and salaries. Each salary is administratively determined pursuant to PL 104-1, 2 USC 1301 et seq as amended and OOC personnel policies and procedures.

* 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. The 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 the executive director, two deputy executive directors, and the general counsel.

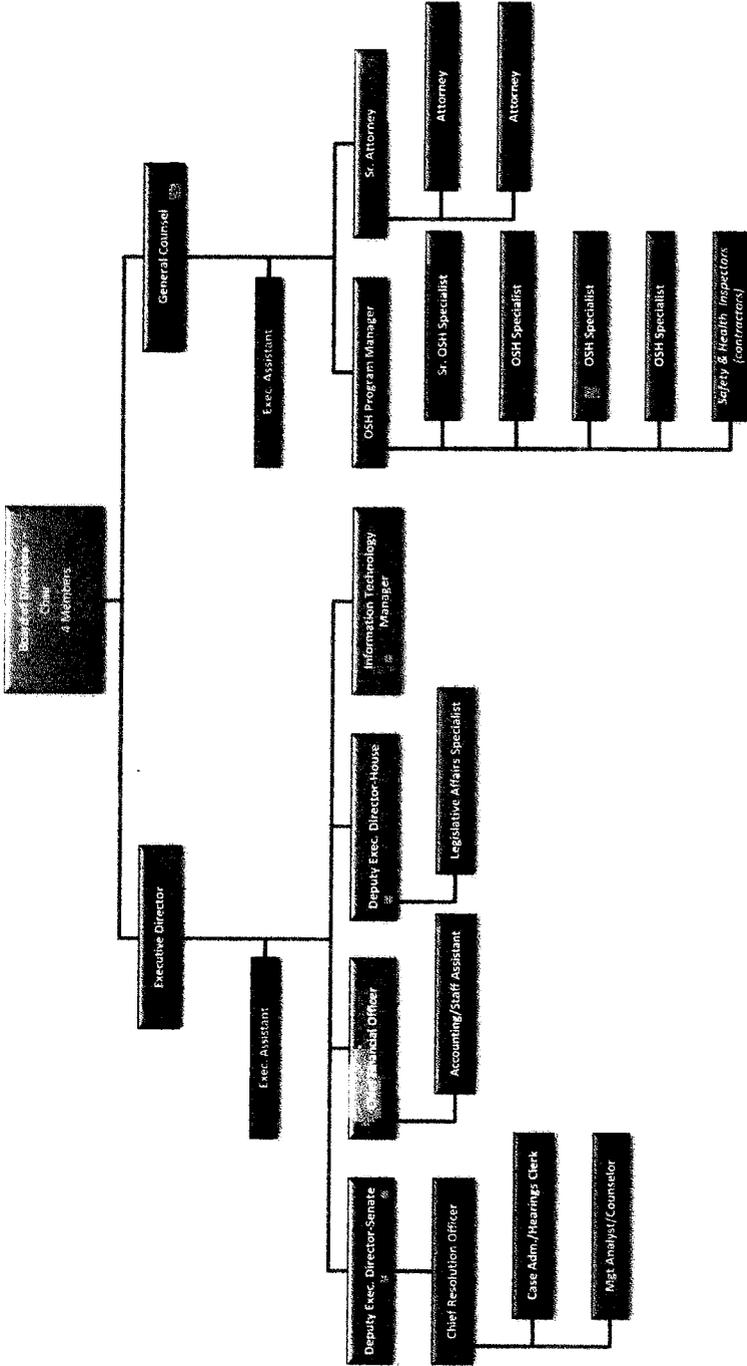


OFFICE OF COMPLIANCE

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	3,959
2016	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 2016 ORG

STRATEGIC PLAN and MEASURING SUCCESS

Introduction

The Strategic Plan ("Plan") was established to guide the operations of the Office of Compliance from FY 2013 through FY 2015. During this time period, the OOC regularly reviews the strategies and initiatives set forth in this Plan and modifies 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. The OOC's previous strategic plans were structured along programmatic lines, creating separate goals dedicated to safety and health, dispute resolution, education and outreach, and Board rule-making. 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 others focusing in other programs and 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 also the rights of employees to be free from discrimination in the workplace. The OOC's education and outreach mandate spans all programs and 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 plan to provide opportunities for the professional development of OOC'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. The inability to predict future funding spanning the Plan requires staff to revisit and adjust the specific initiatives within each Goal. Where sufficient funding exists to meet our mission and accomplish these goals, the OOC anticipates success as outlined within the plan.

BUDGET REQUEST SUMMARY

	FY 2014 Actual	FY 2015 Level Appropriation	FY 2016 Request Appropriation	Change: 14 Enacted to 15 Enacted Level	Change: 15 Level to 16 Request
Salary & Benefits	\$2,705,300	\$2,938,000	\$2,974,050	\$232,700	\$36,050
General Expenses	\$350,685	\$571,000	\$595,950	\$220,315	\$24,950
Two Year (MH, SH)	\$587,528	\$450,000	\$450,000	\$137,528	0
Grand Total	\$3,643,513	\$3,959,000	\$4,020,000	\$250,837	\$61,000
FTE's	22	22	22	0	0

OVERVIEW OF FISCAL YEAR 2016 BUDGET REQUEST

The Office of Compliance is requesting \$4,020,000 for fiscal year 2016 operations, reflecting:

- ❖ an increase of \$61,000 or 1.54% from the fiscal year 2015 Level budget of \$3,959,000.

The requested funding is necessary for the OOC's:

- ❖ mandated operations, including educational activities, hearings, mediations, safety and health inspections, unfair labor practice investigations, and Americans with Disabilities Act inspections;
- ❖ 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, 2017 for the services of essential contractors, including hearing officers, mediators, and safety and health inspectors.

Summary of FY 2016 funding - \$4,020,000

- 11: Personnel - \$2,323,804
- 12: Benefits and Other Personnel Compensation - \$650,246
- 13: Benefits for Former Personnel - \$0
- 21: Travel - \$28,500
- 23: Space Rental/Communications/Misc Charges - \$47,500
- 24: Printing and Reproduction - \$27,000
- 25: Contractual Services - \$885,100
- 26: Supplies, Materials and Publications - \$17,000
- 31: Equipment - \$40,850

FUNDING REQUESTS (FY 2016)**OBJECT CLASS 11: Personnel**

For FY 2016, OOC requests a budget of \$2,323,804 for salary expenses associated with full-time employees. This is an increase of \$28,804 over FY 2015. The amount is the projected cost for a total of five Board member positions equal to one FTE, and twenty-one full-time FTE's, inclusive of 1.0% annual salary increase.

OBJECT CLASS 12: Benefits and Other Personnel Compensation

A total of **\$650,246** is budgeted for other personnel compensation and benefits during FY 2016, an increase of **\$7,246** above FY 2015. 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 FY2016. 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 four 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 **\$25,000** is budgeted for travel by OOC Board members in FY 2016. The balance for staff travel, local and long distance is budgeted at **\$3,500** for a total of **\$28,500** for FY 2016. The travel cost is reflective of the current GSA contract airline prices and per diem rates. The OOC always uses coach tickets and government rate hotel accommodations. This is an increase of **\$3,300** from FY 2015.

OBJECT CLASS 23: Communications/Misc Charges

OOO's budget includes an estimated **\$37,000** for telephone service during FY 2016. This estimate is based on historical data as well as costs associated with the 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. The 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 distribution 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 the OOC. The OOC is striving to reduce costs through technology and more efficient use of present systems. The OOC is requesting **\$10,500** for this purpose in FY 2016. This represents a total of **\$47,500**, an increase of **\$6,500** from FY 2015.

OBJECT CLASS 24: Printing and Reproduction

The OOC has budgeted **\$27,000** in FY 2016 for printing costs. These costs will include: a) printing the newsletter; 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 the OOC's service constituency. The 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. Since the CAA was changed last year to provide the OOC with the opportunity to distribute required notices through e-mail, the 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 2015.

OBJECT CLASS 25: Contractual Services

A. SUPPORT SERVICES

As a small independent agency, the OOC contracts with multiple agencies and private vendors for many 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 the OOC **\$326,100** in FY 2016.

B. MISSION DIRECT SERVICES

The OOC has budgeted **\$559,000 (\$109,000-1yr, \$450,000-2yr)** for program contracts. All proposed contracts in this category are described below.

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

The OOC is requesting **\$109,000** for FY 2016, for the following:

- ❖ Website; Annual Report; Newsletter; 102B Report (Design/Production, \$49,000)
- ❖ Ongoing training internal/external; mission related training of covered community; and expansion of best practices to increase awareness of rights and OOC services (\$66,000);

The OOC is requesting that a total of **\$450,000** remain available until **September 30, 2017** 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 (OSH) and dispute resolution mandates of the CAA. The safety and health duties of the OSH program can be greatly affected by events from the 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 duty to provide services to all employees and covered parties who seek service from the 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.

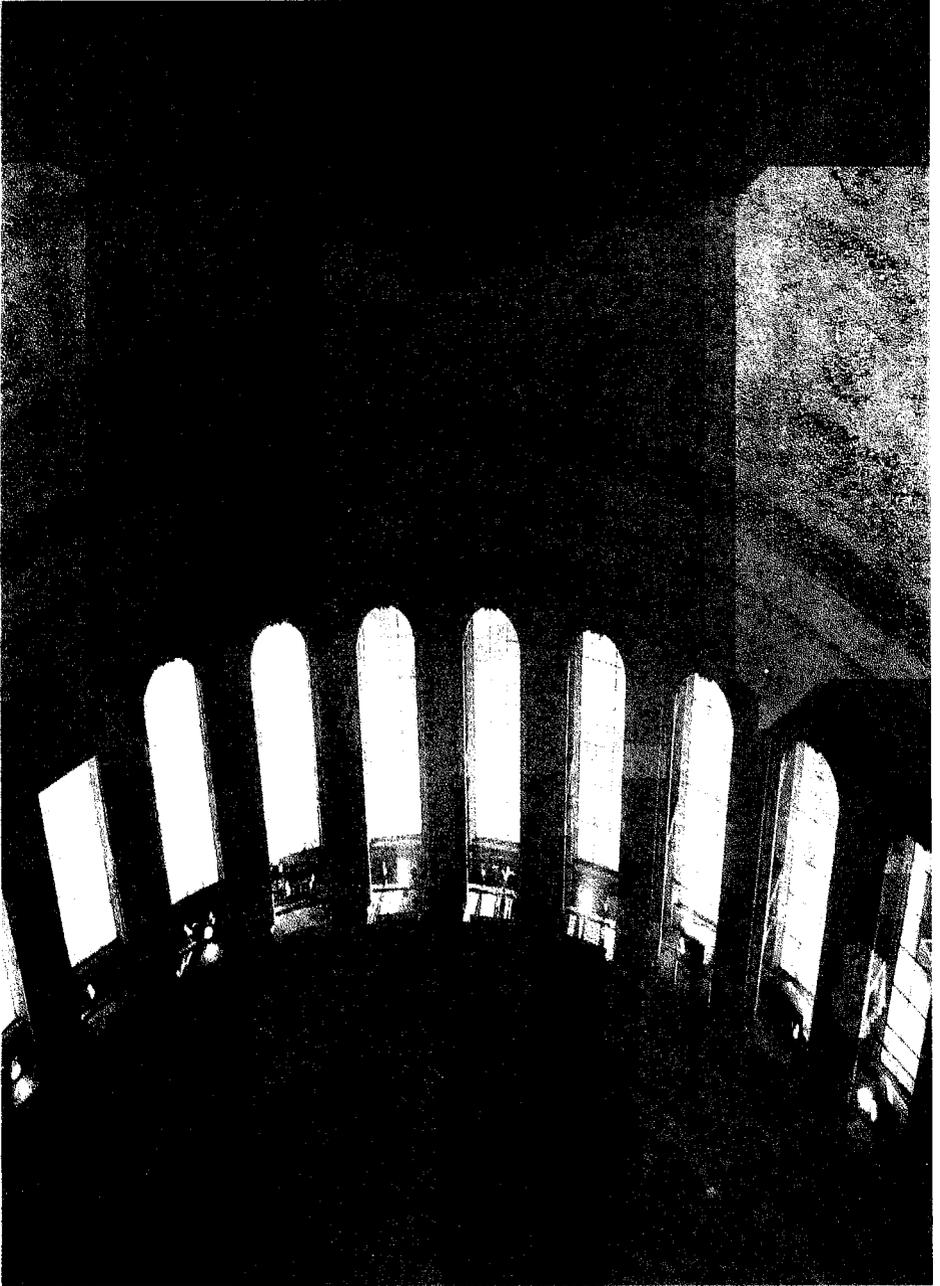
OBJECT CLASS 26: Supplies, Materials and Publications

The OOC's budget includes **\$17,000** for the purchase of supplies, materials and publications for FY 2016. This amount represents no increase from FY 2015. The amount includes costs for supplies for mailing, copying, and ordinary office supplies such as paper, pens, and pencils. The OOC is attempting to streamline use of paper and other resources in favor of technological solutions for 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. The OOC 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 and any increase is from the rising cost of items purchased.

OBJECT CLASS 31: Equipment

The OOC is requesting **\$40,850** for equipment in FY 2016. Updating these systems is vital and will require multiyear commitments to develop and implement.

- ❖ The OOC will continue its modernization plan to upgrade the IT capabilities of the OOC in an integrated, efficient, and cost effective manner that reflects the Agency's growth and adherence to its strategic plan. The OOC will continue to implement a system to improve security on each staff member's computer in line with government-wide security standards which 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 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 2016 Annual General Expenses Budget Request Summary by Program (*Inclusive of 2 Yr Funds)							
	FY 2014 Actual	FY 2015 Enacted	FY 2016 Request	14 to 16 Change	15 to 16 Change	14 to 16 % Change	15 to 16 % Change
OOO							
Salaries & Benefits	\$2,705,300	\$2,938,000	\$2,974,050	\$268,750	\$36,050	9.93%	1.23%
OCBD	\$27,905	\$26,000	\$26,500	(\$1,405)	\$500	-5.03%	1.92%
OCED	\$50,934	\$145,700	\$68,000	\$17,066	(\$77,700)	33.51%	-53.33%
OCEI	\$30,594	\$38,500	\$107,000	\$76,406	\$68,500	249.74%	177.92%
OCMH*	\$229,505	\$220,000	\$191,000	(\$38,505)	(\$29,000)	-16.78%	-13.18%
OCGC	\$13,064	\$10,000	\$10,500	(\$2,564)	\$500	-19.63%	5.00%
OCSH*	\$403,414	\$251,300	\$270,600	(\$132,814)	\$19,300	-32.92%	7.68%
OCSY	\$182,797	\$329,500	\$372,350	\$189,553	\$42,850	103.70%	13.00%
Grand Total	\$3,643,513	\$3,959,000	\$4,020,000	\$376,487	\$61,000	10.33%	1.54%

Personnel Costs

Personnel Request (in millions)						
FY 2014 Actual	FY 2015 EN	FY 2016 Request	14 to 16 Difference	15 to 16 Difference	14 to 16 %	15 to 16 %
\$2,705,300	\$2,938,000	\$2,974,050	\$268,750	\$36,050	9.93	1.23

Non-Personnel Costs

Non-Personnel Request (in millions)						
FY 2014 Actual	FY 2015 EN	FY 2016 Request	14 to 16 Difference	15 to 16 Difference	14 to 16 %	15 to 16 %
\$938,212	\$1,021,000	\$1,045,950	\$107,738	\$24,950	11.48	2.44

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

Object Class	FY 2014 Actual	FY 2015 EN	FY 2016 Budget Request	14 to 16 CHG	15 to 16 CHG	14 to 16 % CHG	15 to 16 % CHG
(21) Travel	\$28,441	\$25,200	\$28,500	\$59	\$3,300	.21	13.10
(23) Space Rental/Communicati ons/Misc	\$41,521	\$41,000	\$47,100	\$5,579	\$6,100	13.44	14.88
(24) Printing and Reproduction	\$10,337	\$12,000	\$27,000	\$16,663	\$15,000	161.20	125.00
(25) Contractual Services	\$823,669	\$784,500	\$855,100	\$31,431	\$70,600	3.82	9.00
(26) Supplles, Materials and Publications	\$18,965	\$15,000	\$17,000	(\$1,965)	\$2,000	-10.36	13.33
(31) Equipment	\$15,279	\$143,300	\$71,250	\$55,971	(72,050)	366.33	-50.28
Grand Total	\$938,212	\$1,021,000	\$1,009,484	\$71,272	(\$11,516)	7.60	-1.13

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 ("OOC") administers a dispute resolution program to address and resolve claims alleging violations of the Congressional Accountability Act ("CAA" or "Act"). The process is multi-step, and includes confidential counseling and mediation - providing parties a forum to address and resolve their conflict on mutually agreeable terms. Claims not resolved in mediation may be raised in the confidential administrative hearing process or a claimant may file a civil action in a United States District Court. A party aggrieved by a decision of a hearing officer, may file with the Board of Directors a petition for review of the hearing officer's decision.

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. The CAA mandates that employees 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 a dispute is not resolved during counseling or mediation, an employee may choose to pursue their claim through the OOC's formal administrative hearing process or file suit in U.S. District Court. An employee who elects the adjudicative procedures of the OOC files a formal complaint with the OOC. 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 a civil action.

Accomplishments in FY 2014 – MH

Dispute Resolution Process: In FY 2014, the OOC provided confidential advice and information to more than 350 covered employees, employing offices, and members of the public on a confidential basis. Individuals called with questions about their rights and responsibilities under the thirteen laws applied by the Congressional Accountability Act, including civil rights, family and medical leave, and veteran's rights. The OOC provided callers with information on the law, its requirements, and its application to the issues presented which enabled employees and employing offices to make informed decisions.

In FY 2014, 57 Requests for Counseling were filed by covered employees, initiating formal proceedings alleging violations of the CAA. Following counseling, 36 requests for mediation were made in FY2014.

Over the course of the fiscal year, 13 cases were formally settled as a result of negotiated settlement discussions at various stages in the process (settlements were both monetary and non-monetary), and 2 cases were resolved by informal agreement between the parties during counseling or mediation.

Formal administrative complaints filed with the OOC are decided by a hearing officer in a confidential setting, enabling 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 FY 2014, 19 new administrative complaints were filed with the Office of Compliance, and 6 cases were still pending before a hearing officer at the end of the fiscal year.

To encourage voluntary compliance with the CAA, the OOC provides training and conducts outreach activities to the covered community. In FY 2014, the OOC educated Congressional staffers, agencies, unions, attorneys, and visitors on the Act and OOC regulations. The OOC conducted briefings and seminars, electronically distributed notices of CAA rights to covered employees, and published educational materials in hard copy and on its website - including statutorily mandated studies and reports, brochures, newsletters, and bulletins on OSH and ADA compliance - to inform the covered community of its rights and responsibilities.

In FY 2014, the OOC worked with parties to achieve agreements that voluntarily resolved certain labor-management disputes, including 2 unfair labor practice charges, a negotiability appeal, and a petition to consolidate represented units - providing significant savings in both time and money.

OOC outreach activities also included meetings with representatives of the House and Senate, the Architect of the Capitol, United States Capitol Police, the Congressional Budget Office, and the Library of Congress to discuss issues of compliance with the CAA, and the state of employment and labor rights in the Congressional workplace. OOC staff also met with employee and employing office representatives to discuss its Procedural Rules and solicit meaningful feedback in preparation for upcoming rulemaking activity. To complement its training activities, the OOC encouraged covered offices to implement their own educational initiatives promoting voluntary compliance with the CAA. In addition, the OOC updated its list of practitioners able to represent parties before the OOC, and developed a relationship with the American University's Civil Advocacy Clinic to increase access to OOC services.

Improvements in Efficiency: The OOC continued to monitor trends in the number and types of charges filed and developed outreach activities to support compliance efforts in areas indicated by the trending data. OOC staff received continuing training opportunities utilizing low or no-cost services provided by Legislative and Executive Branch agencies.

To operate optimally within current budget limitations, the OOC continued to assign cases to an in-house mediator skilled and experienced in dispute resolution and the CAA, maintained a flat rate for contract mediators, and rate limitations for other outside service-providers. The OOC also sought recommendations from the Administrative Conference of the United States for hearing officer candidates.

The OOC began development of an electronic case management system that will bring the OOC's IT capacity current with best practices. The new case management system will increase dramatically the agency's efficiencies by enabling it to docket, retain, and retrieve documents electronically, trend data, and meet stakeholder demands for electronic filing.

FY 1997 - FY 2014 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
FY 2014	350	57	36	19

The OOC experienced group filings on each of two controversies.

Fiscal Year 2016 Budget Request

The Office of Compliance is requesting a total of \$191,000 for non-personnel services for FY 2016 for the OC Mediation and Hearings Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.



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, both parties may be referred 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 2014 - SH - ADA

A new General Counsel joined the Office of Compliance in September 2013. The Office of the General Counsel completed the 112th Congress Biennial Occupational Safety and Health Inspection (OSH) while also conducting the 113th Congress OSH inspection. Both inspections focused on inspecting higher-risk hazards and verifying the abatement status of the most serious hazards identified in prior inspections. The OGC also inspected newly occupied facilities and conducted workplace observations focusing on safety program implementation. A report combining the results of the 112th and 113th inspections is expected to be completed in early calendar year 2015. The General Counsel granted the Architect of the Capitol's Request for Modified Abatement ("RFMA") for several life and fire safety-related citations concerning the Cannon House Office Building and the Library of Congress buildings. The AOC and the General Counsel also agreed on a statement of work for consulting an expert in the fields of fire protection engineering and historic preservation to assess AOC's RFMA fire and life safety issues in the Russell Senate Office Building. At the end of FY 2014, there were 16 open requestor initiated OSH cases in OGC. The investigations have been completed for some of these. The General Counsel issued no citations in FY 2014.

The OGC completed the 113th Congress Americans with Disabilities Act inspection after providing its inspectors with refresher training for inspecting access to Legislative Branch facilities from the exterior for people with disabilities. Further ADA training will be provided in early calendar year 2015 to prepare for the 114th Congress ADA inspection of the entrances to legislative branch facilities and the accessible pathways from the entrances of the facilities to the major function areas. The General Counsel issued the report for the 112th Congress ADA inspection in July 2014 and is expected to issue the report for the 113th Congress ADA inspection during 2015. In September 2014 the OOC Board of Directors published proposed substantive regulations on Titles II and III of the ADA in the Congressional Record and the OGC is in the process of responding to comments to those proposed regulations. There were four open requestor initiated ADA cases in OGC. Two of the four closed in January 2015.

Fiscal Year 2016 Budget Request

The Office of Compliance is requesting a total of \$270,600 for non-personnel services for FY 2016 for the OC Safety and Health Program.

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 2014 - ULP

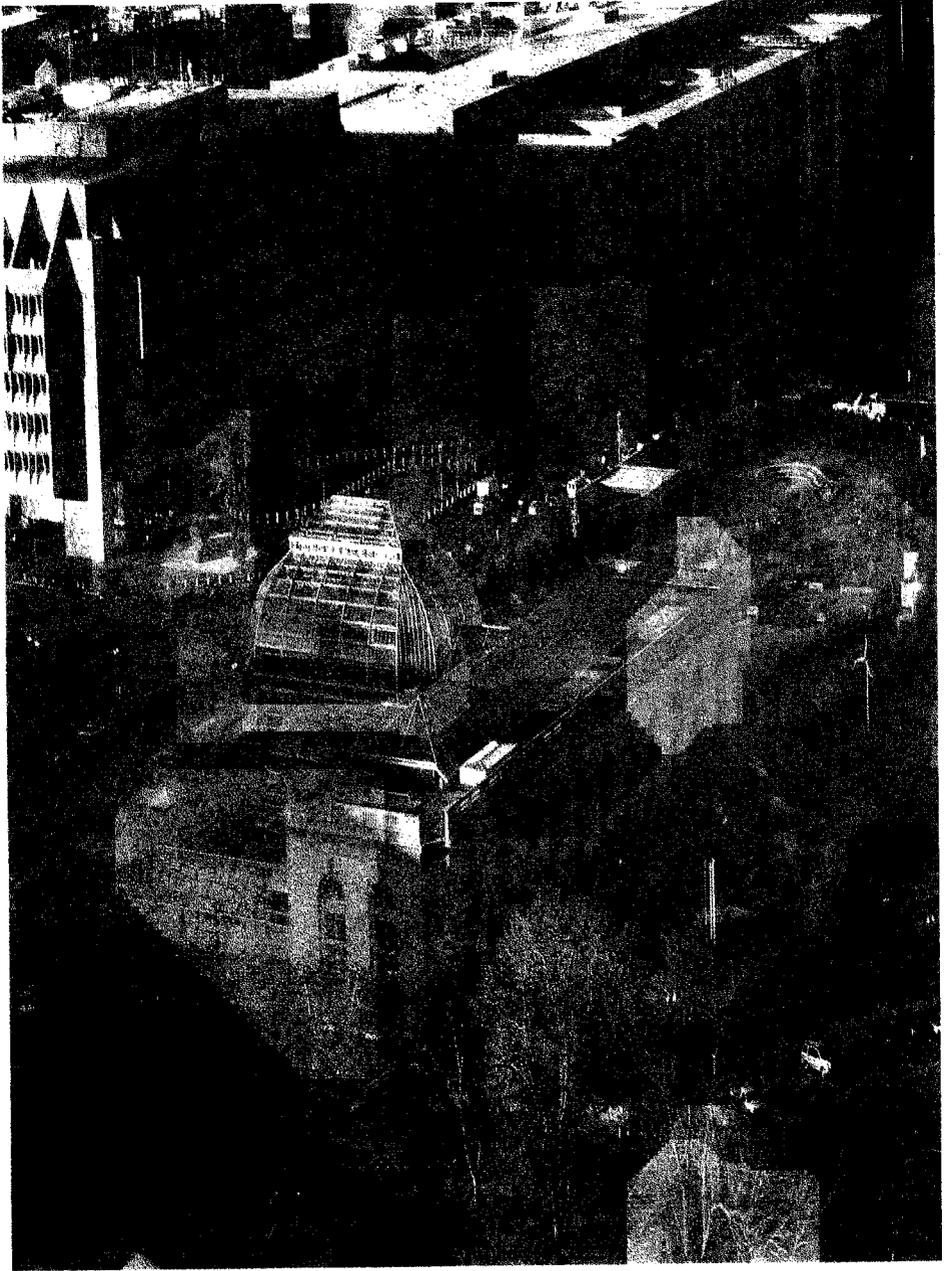
At the end of FY 2014, there were 11 active unfair labor practice charges. The General Counsel has jurisdiction over approximately 20 bargaining units, most of which are comprised of employees of the AOC. The unfair labor practice charges allege denial of union representation, failure to provide fair representation (against the union, filed by a former bargaining unit member), reprisal, failure to provide information, and other assertions that management has denied a right. The General Counsel issued no complaints in FY 2014. Two of the 11 charges closed in late calendar year 2014.

Accomplishments in FY 2014 – Court Litigation

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 OOC Board of Directors, which issues a written decision. Under certain circumstances, a party may appeal that 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 2014, there was one case appealed to the Federal Circuit that involved the GC. That appeal is pending.

Fiscal Year 2016 Budget Request

The Office of Compliance is requesting a total of \$10,500 for non-personnel services for FY 2016 for the OC General Counsel Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.



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 bi-partisan drafters of the CAA believed that workplace rights and protections were only meaningful if employees actually understood their rights and how to exercise them. As evidence of this, one of the primary duties of our authorizing statute (Public Law 104-1, Sec. 301(h)(1)) is to "carry out a program of education for Members of Congress and other employing authorities of the legislative branch". Understanding Congress' concern about education, the OOC has prioritized this mandate and made great strides in educating the some 30,000 employees of the Legislative Branch on their rights under the CAA.

Accomplishments in FY 2014 - EI

Workplace data is clear that an effective training program pays for itself in reduced litigation costs and higher productivity. This data is supported in all areas of workplace rights ranging from sexual harassment prevention to safety and health programs. In fact, according to the National Safety Council in the area of workplace safety, the return on investment is as high as \$4.41 for every dollar spent on education and training.

In FY 2014, the OOC expanded and redesigned its education and training program to reach a greater portion of the community and address many of the common workplace issues on Capitol Hill. In FY 2014, the OOC significantly expanded its course offerings to congressional staff to include new training courses such as:

- *Understanding Veteran's Rights Laws in the Workplace;*
- *A Manager's Guide to the Family and Medical Leave Act;*
- *A Workplace Rights Primer for Legislative Branch Employees;*
- *Recent Developments in Title VII of the Civil Rights Act of 1964*
- *Prevention of Sexual Harassment and Discrimination;*
- *The Americans with Disabilities Act and Reasonable Accommodation Law.*

In addition, the OOC has improved its website to include twitter and blog feeds that discuss numerous workplace rights topics and useful information for managers. These blogs have included articles on hiring veterans with service related disabilities, a manager's guide to reducing harassment claims in out-of office settings, and workplace safety information for high temperatures in the summer. This diverse group of articles is disseminated and promoted through the OOC's social media presence in order to reach our geographically dispersed clients.

During FY 2014, the OOC has further streamlined its ability to transmit educational materials and advertise educational opportunities via e-mail to Senate and House employees. Working with the Senate Committee on Rules and Administration and the Committee on House Administration, the OOC has

reached record numbers of Congressional employees. These efforts have included the use of "Dear Colleague" letters being sent out by both Committees to invite members to attend our Distinguished Speaker series on hiring disabled veterans on Capitol Hill. This event featured policy experts from the Wounded Warrior Program who spoke about best practices in hiring disabled veterans who may be suffering from service related injuries such as post-traumatic stress disorder and traumatic brain injury. This gathering was widely attended by both Member offices and Senate and House Committees.

In FY 2014, the OOC began advertising training classes directly to Member and Committee offices. While this initiative has paid enormous dividends in terms of raising the profile of our course offerings it has also increased the demand for these services. For instance, during FY 2014, the OOC provided classes to the Congressional Research Services' District and State staff trainings, agency personnel, newly elected House members, House and Senate staff retreats, and Committee staff trainings.

While these in-person classroom trainings are invaluable, they unfortunately fail to reach many Legislative Branch employees. Recent surveys of Congressional staffs reveal that almost half of all Congressional member staffs work in District and State field offices, not in the National Capitol Region. This fact has become evident as the OOC has done a more effective job of advertising our training services. In April 2014, the OOC advertised training classes to chiefs of staff in both the House and Senate. In response, the OOC received dozens of emails asking if the OOC could travel to field offices to conduct training or perform training via video teleconference. As a result of this identified need, the OOC launched an on-line learning initiative in order to reach these historically underserved employees. The first module is nearing completion and should be launched in early 2015. The OOC anticipates launching other modules including modules on managing Family and Medical Leave Act requests and reasonable accommodation requests for Congressional employees.

Fiscal Year 2016 Budget Request

The Office of Compliance is requesting a total of \$107,000 for non-personnel services for FY 2016 for the OC Education & Information (Outreach) Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

OC Board of Directors - OCBD

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. Additionally, 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 2014 - BD

During FY 2014 and into FY 2015, the Board is actively working to complete its work on 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 FY 2015, at the conclusion of the 113th Congress, the Board published its biennial report, *Recommendations for Improvements to the Congressional Accountability Act* for consideration by the 114th Congress. 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 2015, the Board will focus on some of these recommendations, including; mandatory anti-discrimination, anti-harassment, and anti-retaliation training; the posting of rights under the CAA; granting the OOC General Counsel authority to pursue employee complaints of retaliation for reporting safety violations; providing Congressional employees with protections from retaliation when they disclose violations of laws, rules or regulations, gross mismanagement, gross waste of funds, abuse of authority, or a substantial and specific danger to public health or safety; and renaming the "Office of Compliance" as the "Office of Congressional Workplace Rights."

During FY 2014, 9 petitions for review ("PFR") of hearing officer decisions were in process before the Board. Six new PFRs were filed with the OOC's Board of Directors in FY 2014, and three petitions from FY 2013 were pending. The Board issued six decisions in FY 2014 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 2014, an exception to an arbitrator's award was filed with the Board. Final decisions of the Board of Directors are published on our website at: www.compliance.gov/directives/board-decisions

Fiscal Year 2016 Budget Request

The Office of Compliance is requesting a total of \$26,500 for non-personnel services for FY 2016 for the OC Board of Director's Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

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 2014

Momentum accounting system: The core staff involved with OOC financial transactions continually train on changes and also participate fully in making recommendations for improvement to the financial process. Furthermore, the OOC provides input to the 'travel' and 'MOMENTUM Cloud' initiatives.

Time and Attendance: WebTA (Time and Attendance), has produced continued personnel time savings, as the usage of the system has normalized.

Settlements: The OOC's refined process for 'settlement' disbursement has continually produced yearly savings (\$20,000 - FY 2014), as the cost of using the Treasury's Secured Payment System is zero.

Interagency contracting: The OOC continues 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 in developing and implementing financial efficiencies within OOC.

The OOC continually reevaluates internal controls in accordance with OMB Circular A-123. Also, we are reviewing and changing operation practices to improve the efficiency and transparency of not only our fiscal operation, but also the OOC as a whole. These efforts have resulted 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. Under the guidance of the IT Manager, the OOC maintains 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 the OOC's 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 2014

The OOC has migrated 1 of 2 mission critical systems to the cloud, with the 2nd system expected to migrate in 2015. The OOC increased the productivity of the inspection team by equipping them with mobile devices which are directly integrated into the cloud system which was successfully migrated in 2014. The OOC continues to explore secure cloud-based solutions and related products with the goal of reducing in-house computer hardware and maintenance costs.

Fiscal Year 2016 Budget Request

The Office of Compliance is requesting a total of \$372,350 for non-personnel services for FY 2016 for the OC Systems Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.

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 2014 - ED

During FY 2014, the OOC completed its transition to a new executive team which consists of four statutory employees appointed by the OOC Board of Directors to carry out the day-to-day functions of the OOC. During most of 2014, the new executive team worked very closely with the Board and Executive Director to draft and issue new regulations covering the access portions of the Americans with Disabilities Act and the Office of Compliance Procedural Rules. In addition, starting in FY 2014 and continuing into FY 2015, the executive staff prepared for Board review, a notice of proposed rulemaking on the OOC's Family and Medical Leave Act regulations, which will be issued in FY 2015.

As the new executive team completed its transition, it was through the dedicated staff, with their talents and creative solutions that allowed the OOC to continue to meet the mission throughout FY 2014. As they have in the past, 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 interns and contract service providers.

These values are reflected in the OOC's updated personnel policies. In FY 2014, opportunities continued to be provided to staff for alternative work schedules and more staff were able to successfully telework. The OOC continues to update and keep current its pandemic planning, as well as its continuity of operations procedures. The OOC promoted a healthy workplace by encouraging employees to use the LOC gym facilities in the Adams building, after gaining access to the facility in FY 2013.

Continued reduction of our carbon footprint remains a priority, as does the need for reducing costs. This is accomplished by increasing the use of e-mail in communicating with stakeholders, promoting recycling, and reducing paper waste by requiring double-sided copying. During FY 2014, the OOC utilized email access to House and Senate employees to submit certain educational materials, including completing a pilot project for e-mailing the Annual Notification of Rights. This significantly limited the need to print such materials and resulted in a change in the CAA to allow for the electronic delivery of the annual notice.

Fiscal 2016 Budget Request

The Office of Compliance is requesting a total of \$68,000 for non-personnel services for FY 2016 for the OC Executive Director Program. This total reflects an analysis of the requirements to perform basic functions, and changes in requirements.



Budget Schedules

Office of Compliance FISCAL YEAR 2016 Resource Summary (Budget Authority Dollars in Thousands)							
Personnel	FY 2014 Budget Authority (actual exp)	FY 2015 EN	FY 2016 Request	Change FY14/FY16	Change FY15/FY16	14/16 % Change	15/16 % Change
Appropriation	\$2,705	\$2,938	\$2,974	\$269	\$36	9.94	1.22
Supplemental Appropriation							
Transfers							
Rescission							
Total	\$2,705	\$2,938	\$2,974	\$269	\$36	9.94	1.22
Non-Personnel	FY 2014 Actual	FY 2015 EN	FY 2016 Request	Change FY14/FY16	Change FY15/FY16	14/16 % Change	15/16 % Change
Appropriation	\$938	\$1,021	\$1,009	\$71	(\$12)	7.57	-1.17
Supplemental Appropriation							
Transfers							
Rescission							
Total	\$938	\$1,021	\$1,009	\$71	(\$12)	7.57	-1.17
Total Appropriations	\$3,644	\$3,959	\$4,020	\$376	\$61	10.31	1.54

Office of Compliance FY 2016 Expense Request SCHEDULE A (Dollars in Thousands) - (*Inclusive of 2 yr) Summary by Object Class					
Object Class	FY 2014 Actual	FY 2015 EN	FY 2016 Request	14/16 Change Appropriation	15/16 Change Appropriation
11 Personnel Compensation	\$2,110,638	\$2,295,000	\$2,323,804	\$213,366	\$28,804
12 Personnel Benefits	\$594,662	\$643,000	\$650,246	\$144,538	\$7,246
13 Benefits for Former Personnel	\$0	\$0	\$0	\$0	\$0
21 Travel	\$28,441	\$25,200	\$28,500	\$59	\$3,300
23 Rent, Communications and Utilities	\$41,521	\$41,000	\$47,100	\$5,579	\$6,100
24 Printing and Reproduction	\$10,337	\$12,000	\$27,000	\$16,663	\$15,000
25 Contractual Services*	\$823,669	\$784,500	\$855,100	\$31,431	\$70,600
26 Supplies and Materials	\$18,965	\$15,000	\$17,000	(\$1,965)	\$2,000
31 Equipment	\$15,279	\$143,300	\$71,250	\$55,971	(\$72,050)
Total Budget	\$3,643,513	\$3,959,000	\$4,020,000	\$376,487	\$61,000



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 2014, a total of \$334,823 was awarded and disbursed under eleven monetary settlements made under section 415 of the CAA. To date in FY 2015, settlements awarded total \$306,000.

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	11	\$806,450
2015	4**	\$306,000

Monetary settlements could resolve multiple claims*

As of 01/20/2015**

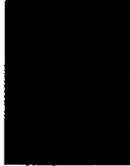


Congressional Budget Office

**The Congressional Budget Office's
Request for Appropriations for
Fiscal Year 2016**

January 2015

CONGRESS OF THE UNITED STATES



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The Congressional Budget Office's Request for Appropriations for Fiscal Year 2016

Overview of CBO's Budget Request for 2016

The Congressional Budget Office (CBO) requests appropriations of \$47.3 million for fiscal year 2016. That amount represents an increase of \$1.6 million, or 3.4 percent, from the \$45.7 million provided to CBO for 2015.

About one-quarter of the requested increase, roughly \$440,000, would fund three new full-time-equivalent positions (FTEs): The agency aims to boost its staffing from the 235 FTEs contemplated in the 2015 appropriation to a total of 238 for 2016. The additional FTEs would be devoted to analyzing the economic effects of federal tax and spending policies (including the "dynamic analysis" of certain legislation pursuant to a new House rule) and to the analysis of health care issues.

The remaining \$1.1 million increase (about 2.4 percent) in the costs of CBO's ongoing operations would fund an increase of nearly \$1.7 million in pay and benefits, which would be partly offset by a decrease of about \$550,000 in nonpay expenditures. The proposed increase in pay and benefits reflects small increases in average pay and rising costs of benefits, including a marked increase in contribution rates for the Federal Employees Retirement System (FERS) that took effect in 2015, but was not anticipated in CBO's 2015 budget request. The decrease in nonpay expenditures, mostly related to information technology (IT), is possible because funding provided in 2014 and 2015 allowed CBO to catch up on deferred IT purchases from previous years. In various other areas, CBO expects to contain nonpay costs so they will be less than, or equal to, this year's expenditures, despite rising prices.

Of the requested funding for 2016, 91 percent would support pay and benefits, 6 percent would be for 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

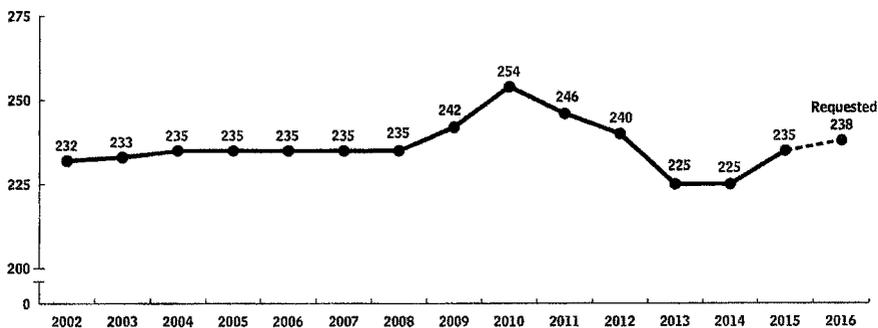
Because such a large share of CBO's budget represents compensation, the contours of the agency's budget and staffing levels have been and will continue to be closely linked.

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 (following from constraints 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

Figure 1.
FTEs Authorized for Fiscal Years 2002 Through 2016



Note: FTE = full-time-equivalent position.

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 was significantly larger than its appropriation for 2013, and the appropriation for 2015 equaled the amount provided in 2014. Accordingly, the agency sharply increased its recruiting efforts in order to return its staffing to the traditional level of 235 FTEs as quickly as possible, and to catch up on deferred IT purchases. As a result, staffing now stands at about 230 FTEs, and the number will be higher by the end of this fiscal year.

CBO's Funding Request and Its Consequences for Staffing and Output

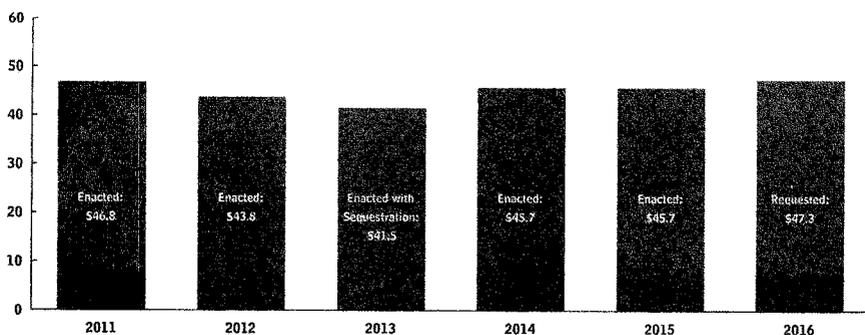
In fiscal year 2016, CBO will continue its mission of providing objective, insightful, timely, and clearly presented budgetary and economic information to the Congress. To fulfill that mission, CBO requests \$47.3 million in funding—an increase of \$1,570,000 from the \$45.7 million provided for 2015.

The requested funds would be used as follows:

- \$32.1 million for pay of personnel—an increase of \$1.6 million (5 percent) over the amount that will be spent in fiscal year 2015. The increase would cover \$0.3 million in pay for the additional FTEs, as well as performance-based salary increases for current staff and an across-the-board increase of 2.2 percent for employees making less than \$100,000 (if such an increase is authorized for executive branch agencies).
- \$11.1 million for benefits of personnel—an increase of \$0.5 million (5 percent) relative to the amount projected to be spent in 2015, to fund an increase in the cost of federal benefits as well as the benefits for the added staff members. The increase in the FERS contribution rate (about 1.7 percentage points for most of the affected employees) took effect in 2015 but was not anticipated in the 2015 budget; those costs are being met within the 2015 appropriation because the pay of some new employees turned out to be lower than anticipated. The higher FERS contribution rate accounts for about \$0.5 million of the proposed 2016 funding.
- \$4.1 million for other purposes—a decrease of \$0.5 million (12 percent) from the amount appropriated in 2015. The funds would go toward purchases of IT, data, training, and other items. The decrease for 2016 is made possible primarily by the fact that the 2014 funding allowed CBO to catch up on deferred IT purchases and to make some purchases that reduced future needs.

Figure 2.**Funding for Fiscal Years 2011 Through 2016**

Millions of dollars



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;
- 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 clear picture of the budgetary impact of proposals and variants of proposals before they formally consider legislation;
- About 120 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 that 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. Analyzing the possibilities and proposals 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.

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 2014

In 2014, 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 80 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 610 formal cost estimates in 2014. They generally included explanations of the components of the estimates and the estimating methodology used. The vast majority also included mandate statements, which 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

Table 1.**Products by the Congressional Budget Office, Calendar Years 2014 to 2016**

Type of Product	2014, Actual	2015, Estimate	2016, Estimate
Formal Cost Estimates and Mandate Statements ^a	610	550	550
Scorekeeping Tabulations	110	120	120
Budget and Economic Projections and Related Analyses	19	18	18
Analytic Reports ^b	70	75	75
Working Papers	8	10	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.

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 2014.

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 2014, CBO provided spending estimates with account-level detail for individual appropriation acts at all stages of the legislative process. Those tabulations totaled 110 last year. 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 two 10-year economic projections in 2014 (in February and August) and three 10-year budget projections (in February, April, and August). Those projections were presented in *The Budget and Economic Outlook: 2014 to 2024* (February), *Updated Budget Projections: 2014 to 2024* (April), and *An Update to the Budget and Economic Outlook: 2014 to 2024* (August). CBO also released an extensive amount of additional data related to those projections.

CBO produced analyses of the budgetary and economic impacts of the President's budgetary proposals in *An Analysis of the President's 2015 Budget* (April) and *The Economic Effects of the President's 2015 Budget* (July).

In addition, the agency provided a comprehensive analysis of the federal budget over a 25-year horizon in *The 2014 Long-Term Budget Outlook* (July). That report also included 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 producing a compendium of possibilities for cutting federal spending or increasing federal tax revenues, CBO published *Options for Reducing the Deficit: 2015 to 2024* (November).

At the beginning of every month in 2014, 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 70 analyses of budget and economic issues in 2014. Some of those analyses took the form of formal reports; others were conveyed through testimonies before Congressional committees, answers to questions for the record following a Congressional hearing, letters to Members of Congress, and infographics (visual presentations 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 posted more than 35 presentations, most drawn from published analyses. And it produced blog posts on various topics.

ANALYSES OF BROAD BUDGETARY ISSUES

Answers to Questions for the Record Following a Hearing on the 2014 Long-Term Budget Outlook Conducted by the House Committee on the Budget (September)

Sequestration Update Report: August 2014

CBO's Projections of Federal Receipts and Expenditures in the National Income and Product Accounts (August)

The 2014 Long-Term Budget Outlook (Testimony before the House Committee on the Budget, July)

Answers to Questions for the Record Following a Hearing on the Budget and Economic Outlook for 2014 to 2024 Conducted by the House Committee on the Budget (June)

Answers to Questions for the Record Following a Hearing on the Budget and Economic Outlook for 2014 to 2024 Conducted by the Senate Committee on the Budget (June)

Letter to the Honorable Paul Ryan on the Feasibility of CBO Undertaking the Analyses That Would Be Required by the Amendments to H.R. 1874, the Pro-Growth Budgeting Act of 2013 (April)

Discretionary Spending in 2013 (Infographic, April)

The Federal Budget in 2013 (Infographic, April)

Mandatory Spending in 2013 (Infographic, April)

Revenues in 2013 (Infographic, April)

Budgetary and Economic Outcomes Under Paths for Federal Revenues and Noninterest Spending Specified by Chairman Ryan, April 2014

A Review of CBO's Activities in 2013 Under the Unfunded Mandates Reform Act (March)

Letter to the Honorable Paul Ryan Regarding Federal Spending for Major Mandatory Spending Programs and Tax Credits That Are Primarily Means-Tested (March)

The Budget and Economic Outlook: 2014 to 2024 (Testimony before the Senate Committee on the Budget, February)

The Budget and Economic Outlook: 2014 to 2024 (Testimony before the House Senate Committee on the Budget, February)

Unauthorized Appropriations and Expiring Authorizations (January)

Final Sequestration Report for Fiscal Year 2014 (January)

Letter to the Honorable Patty Murray Regarding CBO's Report on Appropriations and Sequestration for Fiscal Year 2014 (January)

ANALYSES OF FINANCIAL MARKETS AND CREDIT PROGRAMS

Transitioning to Alternative Structures for Housing Finance (December)

Answers to Questions for the Record Following a Hearing on the Export-Import Bank Conducted by the House Committee on Financial Services (October)

Budgetary Estimates for the Single-Family Mortgage Guarantee Program of the Federal Housing Administration (September)

Estimates of the Cost of the Credit Programs of the Export-Import Bank (Testimony before the House Committee on Financial Services, June)

Fair-Value Estimates of the Cost of Selected Federal Credit Programs for 2015 to 2024 (May)

Report on the Troubled Asset Relief Program—April 2014

ANALYSES OF HEALTH CARE ISSUES

Comparing the Costs of the Veterans' Health Care System with Private-Sector Costs (December)

How Initiatives to Reduce Fraud in Federal Health Care Programs Affect the Budget (October)

Competition and the Cost of Medicare's Prescription Drug Program (July)

Payments of Penalties for Being Uninsured Under the Affordable Care Act: 2014 Update (June)

Updated Estimates of the Effects of the Insurance Coverage Provisions of the Affordable Care Act, April 2014

Approaches to Reducing Federal Spending on Military Health Care (January)

ANALYSES OF HIGHWAY FINANCING AND INFRASTRUCTURE ISSUES

Answers to Three Questions Regarding the Status of the Highway Trust Fund (June)

Answer to a Question Regarding the Status of the Highway Trust Fund (June)

The Highway Trust Fund and the Treatment of Surface Transportation Programs in the Federal Budget (June)

Answers to Questions for the Record Following a Hearing on New Routes for Funding and Financing Highways and Transit Conducted by the Senate Committee on Finance (June)

The Status of the Highway Trust Fund and Options for Financing Highway Spending (Testimony before the Senate Committee on Finance, May)

Public-Private Partnerships for Highway Projects (Testimony before the House Panel on Public-Private Partnerships, Committee on Transportation and Infrastructure, March)

ANALYSES OF MACROECONOMIC ISSUES

The Economic and Budgetary Effects of Producing Oil and Natural Gas From Shale (December)

Federal Policies and Innovation (November)

How CBO Analyzes the Effects of Changes in Federal Fiscal Policies on the Economy (November)

Characteristics of the Long-Term Unemployed in March 2007 and March 2014 (October)

Answers to Questions for the Record Following a Hearing on the Minimum Wage Conducted by the Senate Committee on Health, Education, Labor, and Pensions (May)

Increasing the Minimum Wage: Effects on Employment and Family Income (Testimony before the Senate Committee on Health, Education, Labor, and Pensions, March)

Estimated Impact of the American Recovery and Reinvestment Act on Employment and Economic Output in 2013 (February)

Revisions to CBO's Projection of Potential Output Since 2007 (February)

The Effects of a Minimum-Wage Increase on Employment and Family Income (February)

The Slow Recovery of the Labor Market (February)

ANALYSES OF NATIONAL SECURITY ISSUES

An Analysis of the Navy's Fiscal Year 2015 Shipbuilding Plan (December)

Long-Term Implications of the 2015 Future Years Defense Program (November)

Growth in DoD's Budget From 2000 to 2014 (November)

Historical and Planned Future Budgets for the Missile Defense Agency's Ground-Based Midcourse Defense Program (July)

Letter to the Honorable Howard P. "Buck" McKeon Regarding a Preliminary Estimate of the Direct Spending Effects of H.R. 4435, the Howard P. "Buck" McKeon National Defense Authorization Act for Fiscal Year 2015 (May)

ANALYSES OF TAX ISSUES

Taxing Capital Income: Effective Marginal Tax Rates Under 2014 Law and Selected Policy Options (December)

The Distribution of Household Income and Federal Taxes, 2011 (November)

Answers to Questions From Senator Hatch About Various Options for Payroll Taxes and Social Security Tax Issues (July)

OTHER ANALYSES

CBO's 2014 Long-Term Projections for Social Security: Additional Information (December)

Letter to the Honorable Paul Ryan Regarding Estimating the Budgetary Effects of Disposing of Land and Associated Natural Resources (December)

Letter to the Honorable Patrick J. Leahy Regarding Budgetary Impact of Court Decisions Related to Salaries and Benefits of Federal Judges (September)

Veterans' Disability Compensation: Trends and Policy Options (August)

The Renewable Fuel Standard: Issues for 2014 and Beyond (June)

Letter to the Honorable Ron Wyden Regarding S. 1875, the Wildfire Disaster Funding Act of 2013, and H.R. 3992, the Wildfire Disaster Funding Act of 2014 (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 2014, CBO posted eight working papers:

Updated Death and Injury Rates of U.S. Military Personnel During the Conflicts in Iraq and Afghanistan (December)

Assessing the Design of the Low-Income Subsidy Program in Medicare Part D (October)

Labor Force Participation Elasticities of Women and Secondary Earners Within Married Couples (September)

Modeling the Budgetary Costs of FHA's Single Family Mortgage Insurance (September)

Examining the Number of Competitors and the Cost of Medicare Part D (July)

Complementary Putty-Clay Capital and Its Implications for Modeling Business Investment and Measuring Income from Intangible Capital (April)

The Long-Run Effects of Federal Budget Deficits on National Saving and Private Domestic Investment (February)

Market Efficiency and the U.S. Market for Sulfur Dioxide Allowances (January)

Improvements in Internal Management

In 2014, 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.

With the increase in CBO's funding, the agency prudently resumed its emphasis on training. CBO funded participation in conferences of researchers, practitioners, and government employees on various economic and policy topics, as well as training in specific analytic tools and other skills. The agency continued to emphasize the need to clearly communicate the results of analyses by providing several courses on writing and reviewing analytical reports and by developing a course on writing cost estimates.

CBO implemented numerous improvements to its IT infrastructure and practices last year. Among other advances, the agency:

- Deployed new storage hardware that added capacity, saved space, and reduced power consumption;
- Replaced various pieces of network, storage, and server equipment that were at the end of their service lives;
- Upgraded network switches and routers and the network management system;
- Deployed performance monitoring systems for networks, servers, and services, as well as an around-the-clock security monitoring system;

- Implemented new software to manage server and desktop “patches,” or updates;
- Installed various new backup systems;
- Replaced more than half of the agency’s workstations and most printers and copiers, retiring equipment that was well beyond the customary replacement cycle; and
- Put in place a new method for remote access, allowing staff to connect to their work computers when they are away from the office, and piloted security tokens for mobile devices.

CBO continually strives to make its work more easily accessible on its public website and on its social media platforms. In 2014, the agency:

- Created a collection on the website of major recurring reports, providing an organized set of links to dozens of reports published since 2000;
- Redesigned the website’s pages for substantive topics to make locating key reports easier;
- Established a new page for “Reports with Policy Options,” as well as a new tab on topics pages for policy options, making it easier to find both specific options and broad approaches that the agency has analyzed;
- Created a new page with answers to a broad set of FAQs, or frequently asked questions;
- Created a digital version of the 2014 budget options volume, a follow-on to the first such version published in 2013;
- Upgraded the site’s content management system; and
- Launched a YouTube channel where videos of CBO’s Congressional testimonies and press briefings are posted.

In addition to making use of CBO’s website and monitoring the YouTube channel, people interested in the agency’s work can read the agency’s blog, follow CBO on Twitter and SlideShare, or sign up for RSS feeds or email alerts.

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 108 contracts and purchase orders to small businesses in fiscal year 2014. Of those contracts and purchase orders, 3 went to minority-owned businesses, 31 to women-owned businesses, and 1 to a business owned by a minority woman.

CBO’s Goals for 2015 and 2016

In carrying out its mission of serving the Congress during 2015 and 2016, 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 2015 and 2016, 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 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 the agency 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 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 variations of them. To be ready to provide timely responses to requests, the agency makes ongoing investments in that process.

CBO's products in 2015 and 2016 will fall into the same broad categories as in 2014:

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 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 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, graphics, and stand-alone data) 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 makes a considerable effort to explain the basis of its findings so that Members of Congress, their staffs, and outside analysts can understand the results and question the methodologies used. In particular, although much of the work that CBO undertakes is extremely technical in nature, the agency devotes substantial time and energy to presenting the work as clearly and nontechnically as possible.

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 on the accuracy of its projections. In particular, CBO will also release, early in 2015,

assessments of the accuracy of its economic forecasts and revenue forecasts.

- The agency will publish supplementary data and other technical information with some of its key reports.
- Many of CBO's reports will provide substantial discussions of the relevant research literature and CBO's modeling approaches—in the text, in separate boxes, or in appendixes.
- CBO will publish background reports and working papers providing details about its analyses for nonexperts and technical descriptions for experts.
- 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.
- To promote discussion, 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. In 2014, CBO conducted an employee satisfaction survey similar to the Employee Viewpoint Survey conducted in the executive branch. Overall, CBO employees showed a high level of satisfaction, with 83 percent indicating they were satisfied with the agency. In the assessment conducted by the Partnership for Public Service based on the responses to those surveys, CBO was ranked the sixth best place to work among 30 small federal agencies and received higher ratings than all but one of the midsize and large agencies. CBO is incorporating the feedback from the survey into the broad management goals that it has pursued in recent years.

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 17 years, the average inflation-adjusted annual salary paid to professors of economics has risen by about 47 percent, while the highest inflation-adjusted annual salary paid at CBO has fallen 7 percent. In addition, most of CBO's staff who are not economists or 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 appeal of the agency's mission to provide objective analyses, the intellectual challenges, 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. However, with the current limits on the salaries that CBO can pay in the competitive markets for economists, budget analysts, and other

professionals, retaining strong performers will be difficult over the long term.

In addition to its role in improving work products, staff development plays a part in retaining staff. For both purposes, the agency will continue to fund professional development, IT training, and efforts to improve communication skills. However, to remain fiscally cautious, the agency will continue efforts to develop skills using internal resources and those of sister agencies to the extent possible.

MAINTAINING AND IMPROVING TECHNOLOGICAL INFRASTRUCTURE
CBO continually works to improve its technological infrastructure. In 2015 and 2016, the agency plans to:

- Upgrade network switches to increase the speed of data transfers between CBO's location at the Ford House Office Building and the offsite Alternate Computing Facility by 50 percent, in order to facilitate backups and the use of equipment at the alternate facility;
- Install new server equipment to centralize the use of additional software, allowing staff to share the resources and facilitating recovery after a disaster should the need arise;
- Migrate CBO's email system to a cloud-based system, which will yield various benefits, including reducing the equipment and labor needed on an ongoing basis and facilitating disaster recovery if needed;
- Continue to improve remote access capabilities, to cover the entire CBO workforce; and
- Make CBO's website more accessible and responsive on mobile devices.

Key Organizational and Staffing Changes in 2014

To increase efficiency (by improving communication and workflow) in the review and analysis of mandates that CBO carries out under the Unfunded Mandates Reform Act, the agency has shifted the analysis of private-sector mandates from the Microeconomic Studies Division to the Budget Analysis Division, where the analysis of state and local governments takes place. In addition, the

following people were placed in senior positions at CBO last year:

Chad Chirico was promoted to the position of Chief of the Low-Income Health Programs and Prescription Drugs Cost Estimates Unit in the Budget Analysis Division. Mr. Chirico began his career at CBO in 2001 as an analyst covering federal housing assistance programs. In addition to his work on cost estimates for legislative proposals related to housing programs, he constructed financial models for a wide range of federal credit programs and was responsible for ensuring the consistent application of scoring rules throughout the division. Before he came to CBO, Mr. Chirico worked for Ernst and Young, providing technical assistance to federal agencies in the areas of housing, finance, and budget preparation. He received a master's degree in public administration from George Washington University and a B.A. in political science from Dickinson College.

Molly Dahl was promoted to the position of Senior Advisor in the Microeconomic Studies Division. Since joining CBO in 2004, Dr. Dahl has drafted reports and conducted analyses on a broad range of employment and income security issues, including Disability Insurance, the Supplemental Nutrition Assistance Program, the minimum wage, and the distribution of federal spending and taxes. In her new role at CBO, she is leading the agency's work on issues relating to employment, poverty, cash and in-kind assistance programs, education, and training. Dr. Dahl has a Ph.D. in economics from the University of Wisconsin–Madison and a B.A. in economics and mathematics from the University of North Carolina–Chapel Hill.

Edward Harris was promoted to be the Chief of the Tax Modeling Unit in the Tax Analysis Division, where he oversees work on the agency's tax models. He joined CBO in 2000 and has worked on a variety of revenue forecasting, modeling, and tax policy issues. He has developed the distributional model that underlies CBO's analysis of the effects of federal taxes on the distribution of household income and has authored several reports on that subject. He has also been the lead analyst for the division's efforts to understand the impact that changes in taxes have on the economy. Before joining CBO, Mr. Harris worked as an economist for the Internal Revenue Service. He holds an M.A. in public policy from Duke University and a B.A. in political science from University at Albany.

Terry Owens was hired in June 2014 as CBO's Chief Information Officer in the Management, Business, and Information Services Division. In that capacity, he directs all IT functions, programs, and initiatives—from strategic, capital, and operational plans to day-to-day operations. Before he came to CBO, Mr. Owens served as IT Director for the Georgia Correctional Industries, where he was responsible for management and support of IT infrastructure and software, as well as project design, configuration management and maintenance, security, disaster recovery, and help desk functions. Earlier, as a Lieutenant Colonel, he was the Director of Systems Automation and Communication for the U.S. First Army, responsible for IT infrastructure, supporting thousands of personnel in 17 states. He holds a B.S. degree in computer information systems from Grambling State University.

Julie Topoleski was promoted to be the Chief of the Long-Term Analysis Unit in the Health, Retirement, and Long-Term Analysis Division. Dr. Topoleski began her career at the agency in 2003 as an analyst working on CBO's Long-Term Model, or CBOLT, a microsimulation model for assessing the economic well-being of people under varying scenarios and projecting long-term budgetary outcomes. She has also played an integral role in long-run analyses of Medicare and in CBO's report on the long-term budget outlook. She is now responsible for managing and directing analyses of long-term issues involving retirement, disability, and health and for continuing development of CBOLT. Dr. Topoleski holds a Ph.D. in economics from the University of Maryland and a B.A. from Mary Washington College.

Organization Charts

Figures 3 through 11 show CBO's organizational structure.

Figure 3.

Organization Chart—Entire Agency

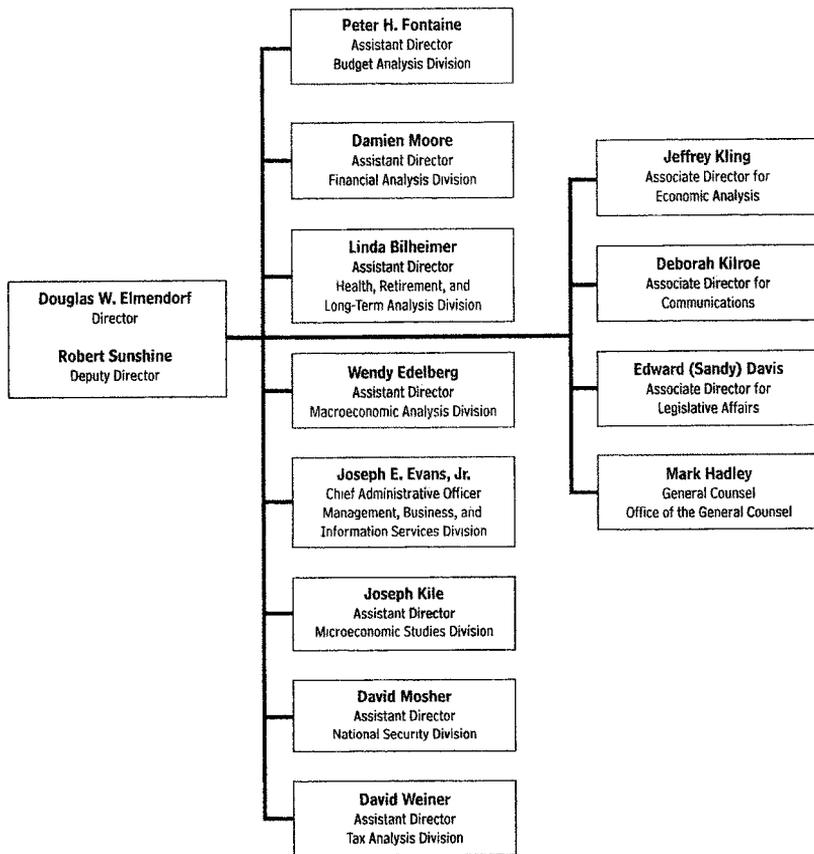


Figure 4.
Organization Chart—Budget Analysis Division

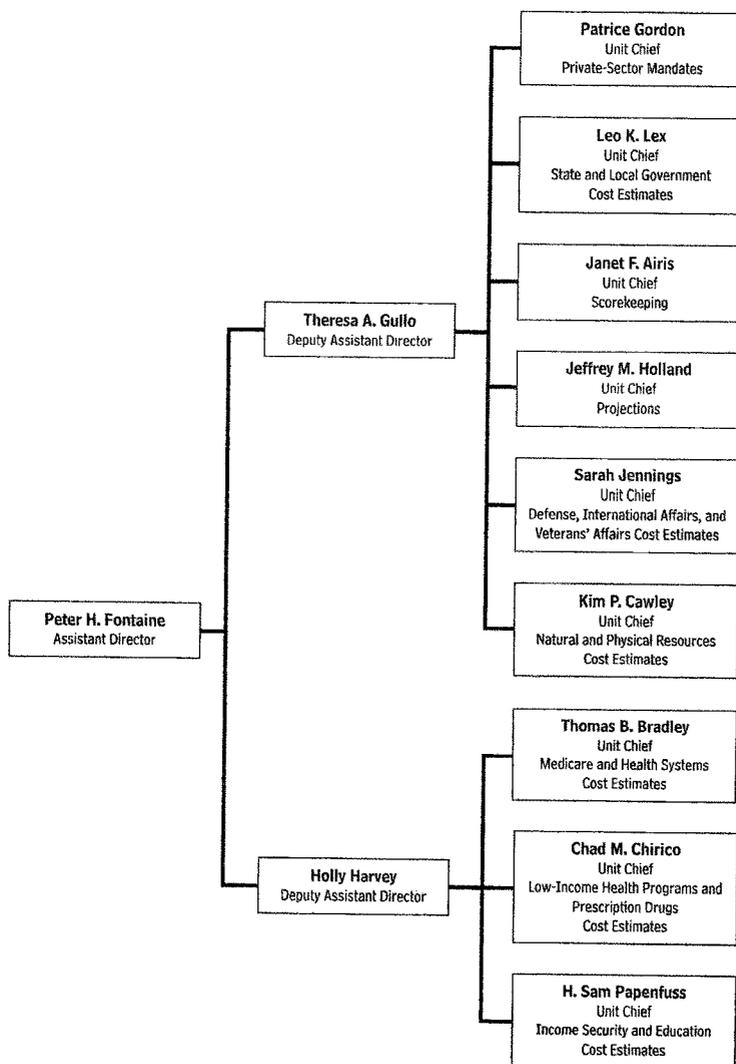


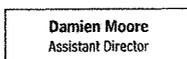
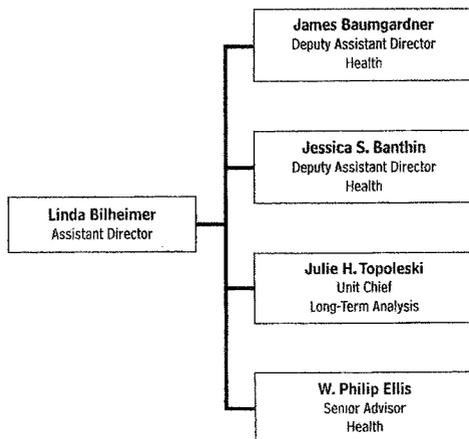
Figure 5.**Organization Chart—Financial Analysis Division****Figure 6.****Organization Chart—Health, Retirement, and Long-Term Analysis Division**

Figure 7.

Organization Chart—Macroeconomic Analysis Division

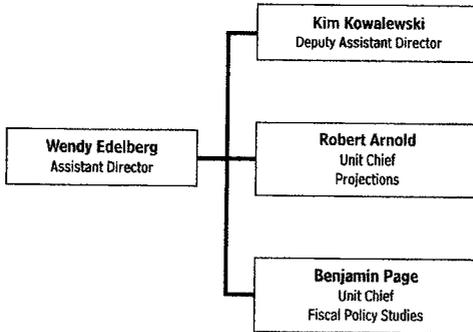


Figure 8.

Organization Chart—Management, Business, and Information Services Division

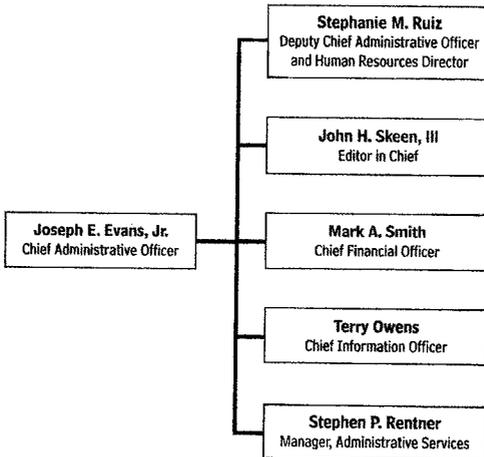


Figure 9.

Organization Chart—Microeconomic Studies Division

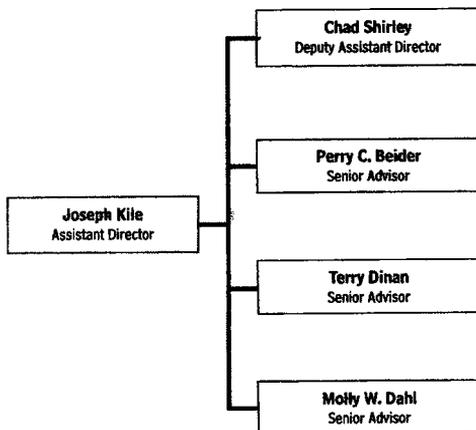


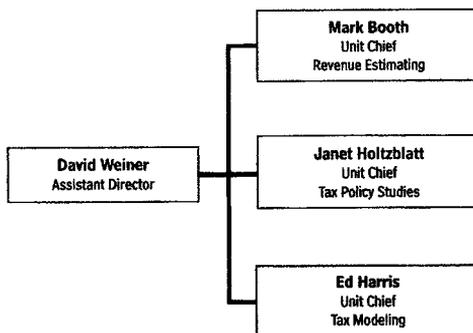
Figure 10.

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 2016.

Table 2.**Salaries and Expenses Appropriation Summary, by Organizational Unit**

Thousands of Dollars

Organizational Unit	Fiscal Year 2014, Actual		Fiscal Year 2015, Enacted		Fiscal Year 2016, Request		Change from FY 2015 to FY 2016 Funding		
	FTEs	Funding	FTEs	Funding	FTEs	Funding	FTEs	Funding	
								Amount	Percentage
Office of the Director	15	3,015	16	2,960	16	3,029	0	69	2.3
Budget Analysis	78	13,318	81	14,249	81	14,790	0	541	3.8
Macroeconomic Analysis	18	3,283	19	3,481	20	3,790	1	309	8.9
Financial Analysis	7	1,487	7	1,440	7	1,488	0	48	3.3
Tax Analysis	15	2,787	17	2,989	17	3,103	0	114	3.8
Health, Retirement, and Long-Term Analysis	24	4,592	30	5,351	32	5,914	2	563	10.5
Microeconomic Studies	21	3,894	16	2,818	16	2,925	0	107	3.8
National Security Management, Business, and Information Services	13	2,616	13	2,292	13	2,379	0	87	3.8
Total	225	44,983	235	45,700	238	47,270	3	1,570	3.4

Note: FY = fiscal year; FTE = full-time-equivalent position.

Table 3.**Summary by Object Class**

Thousands of Dollars

Object Class	CBO Activities	Fiscal Year 2014, Fiscal Year 2015, Fiscal Year 2016,			Fiscal Years 2015 and 2016	
		Actual Obligations	Enacted	Request	Change	Percentage Change
11.1	Full-Time Permanent Positions	28,200	28,867	30,394	1,527	5.3
11.3	Other Than Full-Time Permanent	818	1,064	1,134	70	6.6
11.5	Other Personnel Compensation (Performance Awards)	571	600	600	0	0.0
11.5	Other Personnel Compensation (Overtime)	12	12	12	0	0.0
12.1	Personnel Benefits	9,752	10,532	11,051	519	4.9
	Total, Pay	39,353	41,075	43,191	2,116	5.2
21.0	Travel and Transportation of Persons	123	197	160	-37	-18.8
23.3	Communications, Utilities, and Miscellaneous Charges	318	263	263	0	0.0
24.0	Printing and Reproduction	29	34	34	0	0.0
25.0	Other Services	2,445	1,796	1,796	0	0.0
26.0	Supplies and Materials	422	410	397	-13	-3.2
31.0	Equipment	2,293	1,925	1,429	-496	-25.8
	Total, Nonpay	5,630	4,625	4,079	-546	-11.8
	Total	44,983	45,700	47,270	1,570	3.4

Table 4.
Salaries and Expenses Appropriation: Analysis of Change

Thousands of Dollars

	FTEs	Requested Amount (Thousands of dollars)
Fiscal Year 2015 Funding	235	45,700
Mandatory Pay and Related Costs		
Annualization of prior fiscal year personnel actions (Pay only)		457
Personnel Adds (Pay only)	3	320
Fiscal year 2016 across-the-board pay adjustment (Pay only)		114
Fiscal year 2016 performance increases (Pay only)		683
Increase in other than full-time permanent		70
Savings from delay in backfilling vacated positions (Pay only)		-47
Increase in total FERS benefits		289
Personnel Adds (Benefits)		118
Savings from delay in backfilling vacated positions (Benefits)		-17
Personnel Benefit changes Other		129
Total, Mandatory Pay and Related Costs		<u>2,116</u>
Price-Level Changes		
Price increases		0
Total, Price-Level Changes		0
Program Changes		
Decrease in travel		-37
Decrease in supplies and materials		-13
Decrease in equipment		-496
Total, Program Changes		<u>-546</u>
Net Increase or Decrease	<u>3</u>	<u>1,570</u>
Fiscal Year 2016 Request	238	47,270

Note: FTE = full-time-equivalent position.

Table 5.**Staffing Summary**

Thousands of Dollars

Organizational Unit	Fiscal Year 2014		Fiscal Year 2015, Enacted FTEs	Fiscal Year 2016, Request for FTEs	Fiscal Years 2015 and 2016, Change in FTEs
	Actual Number of Employees	Actual FTEs			
Office of the Director	16	15	16	16	0
Budget Analysis	75	78	81	81	0
Macroeconomic Analysis	20	18	19	20	1
Financial Analysis	7	7	7	7	0
Tax Analysis	17	15	17	17	0
Health, Retirement, and Long-Term Analysis	28	24	30	32	2
Microeconomic Studies	21	21	16	16	0
National Security	14	13	13	13	0
Management, Business, and Information Services	32	34	36	36	0
Total	230	225	235	238	3

Note: FTE = full-time-equivalent position.

Table 6.**Fiscal Year 2016 Supplemental Data on Mandatory Pay Increases**

Thousands of Dollars

Category	Amount	Explanation of Calculation
Annualization of Prior Fiscal Year Personnel Actions (Pay only)	457	CBO annualized fiscal year 2015 actions to include promotions and performance-based increases for staff.
Personnel Adds (Pay only)	320	CBO adds pay for 3 new FTEs.
Fiscal Year 2016 Across-the-Board Pay Adjustment (Pay only)	114	Funding for a projected 2.2 percent across-the-board pay increase in January 2016 for staff whose salary is less than \$100,000 (if such an increase is authorized for executive branch agencies).
Fiscal Year 2016 Performance Increases (Pay only)	683	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.
Increase in Other Than Full-Time Permanent	70	Funding to support a slight increase in costs for employees other than full-time permanent employees.
Savings From Delay in Backfilling Vacated Positions (Pay only)	-47	On the basis of historical data, CBO budgeted for pay savings to be realized because of the normal delay in backfilling vacated positions.
Increase in Total FERS Benefits	289	CBO increases its FERS contribution.
Personnel Adds (Benefits)	118	CBO adds pay for 3 new FTEs.
Savings From Delay in Backfilling Vacated Positions (Benefits)	-17	On the basis of historical data, CBO budgeted for benefit savings to be realized because of the normal delay in backfilling vacated positions.
Personnel Benefit Changes Other	129	This line item represents the estimated cost of the change in benefits associated with health insurance, life insurance, and the Workers' Compensation and Federal Insurance Contributions Act (FICA) tax.
Total, Mandatory Pay Increases	2,116	

Note: FTE = full-time-equivalent position.

Table 7.**Fiscal Year 2016 Supplemental Data on Price-Level Increases**

Thousands of Dollars

Category	Amount
General Inflationary Increase	0
Total, Price-Level Increase	0

Note: The general inflationary rate of 1.9 percent of the non-pay was not used. CBO kept selected non-pay items flat in FY 2016.

Table 8.**Salaries and Expenses Obligations: 10-Year Historical Data**

Thousands of Dollars, Not Adjusted for Inflation, Fiscal Years.

Item	2007	2008	2009	2010	2011	2012	2013	2014	2015,	2016,
									Enacted	Request
11.1 Full-Time Permanent Positions	23,244	25,149	26,864	28,564	29,724	29,488	28,687	28,200	28,867	30,394
11.3 Other Than Full-Time Permanent	1,185	876	901	991	838	543	514	818	1064	1134
11.5 Other Personnel Compensation	110	91	454	994	885	567	6	583	612	612
Total, Personnel Compensation	24,539	26,116	28,219	30,549	31,447	30,598	29,207	29,601	30,543	32,140
12.1 Personnel Benefits	7,764	8,348	8,921	9,633	10,048	9,939	9,711	9,752	10,532	11,051
13.0 Benefits for Former Personnel	0	0	0	0	8	0	0	0	0	0
21.0 Travel and Transportation of Persons	108	137	119	123	168	128	112	123	197	160
23.3 Communications, Utilities, and Miscellaneous	175	169	197	220	264	160	157	318	263	263
24.0 Printing and Reproduction	58	23	68	39	61	26	11	29	34	34
25.0 Other Services	1,647	1,527	3,873	3,300	2,616	1,439	1,381	2,445	1,796	1,796
26.0 Supplies and Materials	149	404	746	465	458	454	370	422	410	397
31.0 Equipment	721	477	2,103	2,355	1,597	985	520	2,293	1,925	1,429
Total, Obligations	35,161	37,201	44,246	46,684	46,667	43,729	41,469	44,983	45,700	47,270
Full-Time-Equivalent Positions	231	235	242	250	246	237	225	225	235	238

Detailed Object Classification Analysis

The details of CBO's requested appropriation for 2016 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: \$32,140,400

■ **\$31,279,300 for Base Pay**—funds an average of 238 FTEs for the fiscal year. The amount constitutes an overall increase of \$1,597,000. That increase is the net of these amounts:

- \$457,000 is for prior year personnel actions (performance-based increases and promotions).

- \$320,000 is for base pay for 3 additional FTEs.
- \$114,000 is for an across-the-board pay increase of 2.2 percent in January 2016 for staff whose salary is less than \$100,000 (if such an increase is authorized for executive branch agencies).
- \$683,000 is for performance-based increases in 2016. 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, budget analysts, and other professionals.
- \$70,000 is for increased base pay for employees other than full-time permanent employees
- Savings of \$47,000 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 the same as the amount projected for fiscal year 2015. 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 2015, 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 2015. 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:
\$11,050,500**

- \$5,360,200 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 \$268,100. Fiscal year 2016 costs are based on the projected base pay for current employees using the current benefit rates of 18.4 percent for FERS employees generally, 7.5 percent for CSRS and CSRS Offset employees, 11.1 percent for employees new to government after December 31, 2012, and 11.1 percent for those joining the government after December 31, 2013, along with a reduction for anticipated attrition. About \$530,000 of the 2016 costs stems from the substantial changes in FERS contribution rates that took effect in 2015; they raised the contribution for FERS employees generally from 16.7 percent to 18.4 percent, and that for relatively new employees from 9.6 percent to 11.1 percent.
- \$1,734,200 for Health Insurance—funds mandatory health benefit costs. The amount constitutes an increase of \$99,000. Fiscal year 2016 costs are projected to be 7.2 percent above costs in 2015.
- \$1,630,500 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 \$45,800. Fiscal year 2016 costs are projected using an estimated maximum taxable amount of \$120,000 for each employee, along with a reduction for anticipated attrition.
- \$1,193,500 for FERS Thrift Savings Plan (TSP) Government Matching Contributions—funds mandatory government matching contributions. The amount constitutes an increase of \$53,300. Fiscal year 2016 costs are projected on the basis of 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 3.8 percent of base pay.
- \$464,200 for Medicare Payroll Taxes—funds mandatory benefit costs for CBO employees. The amount constitutes an increase of \$29,400. Fiscal year

2016 costs are projected using 1.45 percent of base pay, along with a reduction for anticipated attrition.

- **\$302,900 for FERS TSP Government Basic Contribution**—funds the mandatory FERS TSP matching benefit of 1 percent. The amount constitutes an increase of \$18,900. Fiscal year 2016 costs are projected on the basis of the benefits paid to current employees using their current annualized salary, along with a reduction for anticipated attrition.
- **\$177,400 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 2015.
- **\$124,000 for Recruitment Bonuses**—funds a valuable recruiting tool for the agency. The amount is the same as that in fiscal year 2015.
- **\$40,200 for Life Insurance**—funds mandatory life insurance benefits for employees. The amount constitutes an increase of \$2,600. Fiscal year 2016 costs are projected on the basis of historical data and equal roughly 0.1 percent of base pay.
- **\$18,000 for the Student Loan Repayment Program**—funds a valuable recruiting tool for the agency. The amount is the same as that in fiscal year 2015. There is currently one commitment of \$5,000 made to an employee.
- **\$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 2015. Fiscal year 2016 costs are projected on the basis of employees' historical use of the program.
- **\$1,500 for Workers' Compensation**—provides funds to cover workers' compensation claims. Based on data received from the Department of Labor, the amount is an increase of \$1,080 over that in fiscal year 2015.

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: \$160,000

- **\$160,000 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 is a \$37,400 decrease from that in fiscal year 2015.

OBJECT CLASSIFICATION 23.3—COMMUNICATIONS, UTILITIES, AND MISCELLANEOUS: \$263,400

- **\$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 some CBO personnel. The amount is the same as that in fiscal year 2015.
- **\$8,700 for Mail Service**—funds postage, couriers, and mail services. The amount is the same as that in fiscal year 2015.

OBJECT CLASSIFICATION 24—PRINTING AND REPRODUCTION: \$33,600

- **\$33,600 for Publications**—funds publications printed through the Government Publishing Office and other miscellaneous printing requirements involving CBO's products for the Congress. The amount is the same as that in fiscal year 2015.

OBJECT CLASSIFICATION 25—OTHER SERVICES: \$1,795,500

- **\$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 is the same as that in fiscal year 2015.
- **\$290,300 for Equipment Maintenance and Repair**—funds a broad array of IT items needed for operations. Based on known requirements, the amount is the same as that in fiscal year 2015. 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. Besides security, this funding supports maintenance, repairs, and updates of backup equipment, network equipment, copiers, a high-capacity printer, network storage, data backup software, and other software. It also pays for professional services as necessary to implement major upgrades for virtual computing and 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 2015. 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 build "dashboards" to bridge multiple tools into a centralized database system, to augment the agency's own staff to quickly resolve complex outages, and to provide mandatory annual risk assessments.
- **\$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, the amount is the same as that in fiscal year 2015. To constrain expenses in this area, CBO takes advantage of House-sponsored training courses as well as those offered by other agencies.
- **\$108,700 for Financial Management Support**—funds the interagency agreement with the Library of Congress (LOC). Based on known requirements, this amount is the same as that in fiscal year 2015. 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.
- **\$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, is the same as that in fiscal year 2015.
- **\$92,700 for Miscellaneous Temporary Support**—funds ad hoc IT, clerical, and miscellaneous support throughout the agency during peak workload periods. The amount is a \$6,000 increase from that in fiscal year 2015.
- **\$67,700 for the Financial Management System (Momentum)**—funds annual costs of CBO's maintenance support for Momentum. The amount is the same as that in fiscal year 2015.
- **\$44,800 for Management and Development Training**—funds training for high-performing analysts and managers. Based on known requirements, the amount is a \$6,000 decrease from that in fiscal year 2015.
- **\$38,600 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 is the same as that in fiscal year 2015.
- **\$37,200 for the Financial Audit**—funds the annual independent audit of CBO's financial statements. The amount is the same as that in fiscal year 2015. 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.

- **\$36,400 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 is the same as that in fiscal year 2015.
- **\$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 is the same as that in fiscal year 2015.
- **\$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 2015.

OBJECT CLASSIFICATION 26.0—SUPPLIES AND MATERIALS:
\$397,400

- **\$325,000 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 is the same as that in fiscal year 2015.
- **\$72,400 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 is a \$12,500 decrease from that in fiscal year 2015.

OBJECT CLASSIFICATION 31.0—EQUIPMENT: \$1,428,900

- **\$954,100 for Hardware**—funds CBO's computer purchases. Based on known requirements, this amount is a \$576,200 decrease from that in fiscal year 2015.

The requested funding supports the purchase of new network switches that will increase the speed of data backups (specifically, transfers between the Ford House Building and the Alternate Computing Facility) by 50 percent. The funding also supports the migration of CBO's email system to the cloud-based Office 365 and the deployment of mobile remote access, both of which would improve ongoing operations and facilitate recovery after a disaster. Finally, the funding allows for replacing various pieces of network, storage, and server equipment that are at the end of their service life.

- **\$411,500 for Software**—funds various requirements for software. Based on known requirements, the amount is an \$80,000 increase from that in fiscal year 2015. The requested amount covers Microsoft Office 2013, Office 365, Trend Antivirus software, GAUSS, STATA (Statistics and Data), Matlab (Matrix Laboratory), Adobe Professional, Statistical Analysis Software (SAS), and other software used by CBO analysts.
- **\$48,100 for Office Equipment**—funds requirements for such things as audio/video equipment and shredders. The amount is the same as that in fiscal year 2015. Funding at this modest level provides for the replacement of equipment that becomes damaged because of normal wear and tear.
- **\$10,200 for Office Furniture**—funds the replacement of office furniture. The amount is the same as that in fiscal year 2015. Purchases are limited to those made necessary by normal wear and tear and by requirements to provide reasonable accommodations under the Americans With Disabilities Act.
- **\$5,000 for Books**—funds library books used by CBO staff. The amount is the same as that in fiscal year 2015. This modest amount of funds covers books required to support analytical requirements.

Requested Changes in Administrative Provisions

CBO requests that the following two changes to administrative provisions be made in the fiscal year 2016 appropriation act for the legislative branch.

Hiring Employees With Non-Immigrant Visas

SEC. 1001. During fiscal year 2016, appropriations available to the Congressional Budget Office may be used to pay the compensation of employees in specialty occupations with non-immigrant visas.

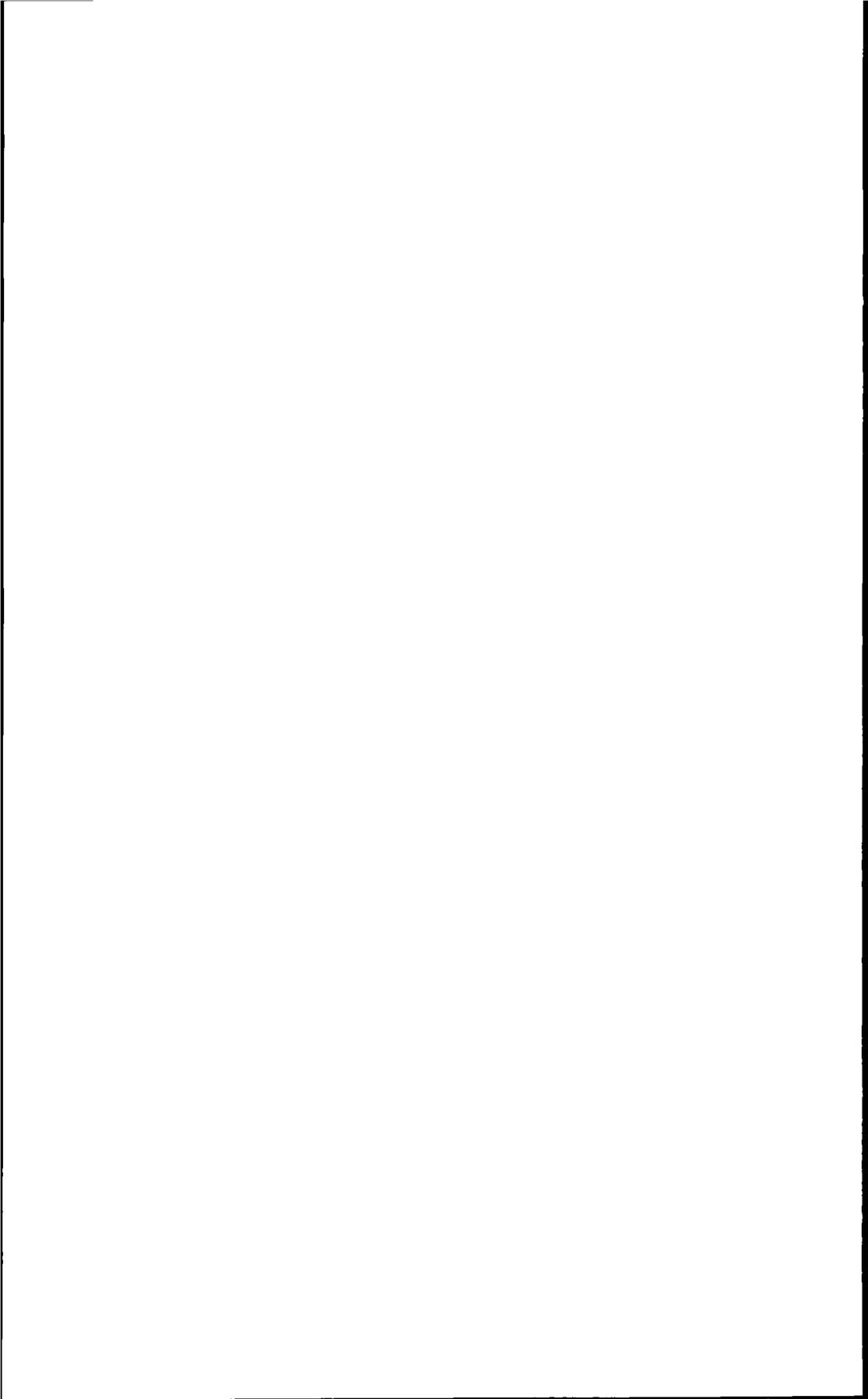
This provision would authorize CBO to hire foreign nationals who have special skills and hold non-immigrant visas into positions that are difficult to fill.

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 2016 in this Act shall remain available through September 30, 2017, 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 2017. It would permit the agency to prudently use more of the funds appropriated for fiscal year 2016.





AOC Fiscal Year 2016 Budget

I am pleased to present the Architect of the Capitol's (AOC) budget for Fiscal Year 2016. Our incredibly talented team of professionals have thoughtfully prepared this budget for your consideration.

Thanks to outstanding bipartisan support from you, our congressional partners, we are able to fulfill our common mission of stewardship for the buildings and grounds of Capitol Hill. The start of the Dome Restoration Project in the fall of 2014 is a prime example of how we have worked together to invest the necessary resources to carefully design and execute a project that will save America's beloved Capitol Dome. As the scaffolding rises around the Dome, it is a visual reminder of the critical nature of this project — and the importance of this work that will save this American icon for generations to come.

However, beyond the Capitol Dome, we still face enormous challenges that we will need to address together. From falling stone, to aging infrastructure, to safety and operational issues, the problems of Capitol Hill are rapidly worsening and becoming more acute over time. Working together, we can solve these problems as well.

Every day when I walk around Capitol Hill, I am reminded that the AOC's work directly affects members of Congress, staff and visitors and allows them to conduct the important work of government. The proud men and women of the AOC are your partners and we will continue to work around the clock with focus and dedication, no matter the challenges that lie ahead.

Thank you for your consideration of our Fiscal Year 2016 budget request and the support you have shown for the critical maintenance and preservation of the iconic buildings and grounds entrusted to our care.

Sincerely,

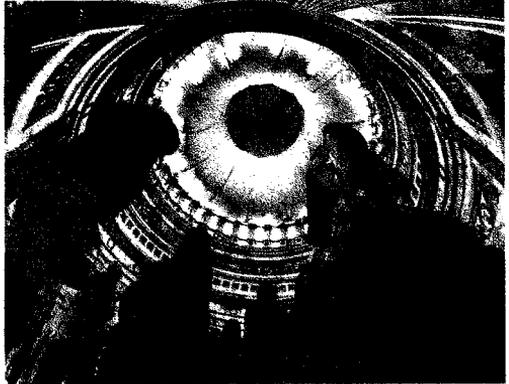
Stephen T. Ayers, FAIA, LEED AP
Architect of the Capitol





AOC Executive Summary Fiscal Year 2016 Budget

Since its humble beginnings in 1793 when President George Washington laid the cornerstone, the U.S. Capitol has been a place of great expansion, transition and evolution. As the nation grew, so did the Congress and the Capitol.

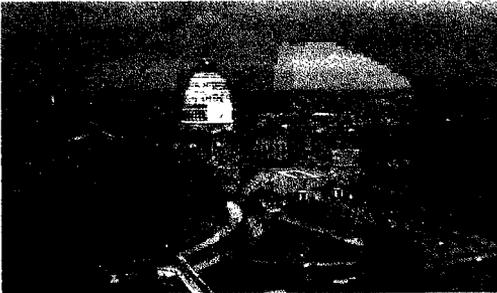


This symbol of our American democracy has been built, attacked, expanded and restored, remaining a testament to American ingenuity and a proud legacy passed down through generations. Change and growth are common threads in the Capitol's history.

And since the laying of the cornerstone, the Architect of the Capitol has been responsible for the care and preservation of some of the world's greatest buildings. While our roles and responsibilities have expanded throughout the nation's history, we have never lost sight of our vital stewardship mission to preserve these historic buildings and serve Congress and the American people.

As stewards of the buildings and grounds that comprise Capitol Hill, we expertly care for facilities that are decades and even centuries old — buildings that were built without the modern equipment and efficiencies we now take for granted. Without proper investment needed to maintain materials like stone, cast iron and bronze, we are losing the key elements that define the character and charm that

thousands of members of Congress, their staff and visitors have enjoyed throughout the nation's history. By making strategic investment decisions now, we can ensure precious resources are saved in the future.



Taking into account the emerging priorities and looming urgent repairs for Fiscal Year 2016, we are requesting \$661.8 million — a decrease of 2.2 percent from our Fiscal Year 2015 budget request.



AOC Executive Summary Fiscal Year 2016 Budget

To address capital projects categorized as urgent or immediate, we are requesting \$144.5 million. This is a \$12 million or 7.7 percent decrease from our Fiscal Year 2015 request, leaving \$182.9 million in deferred maintenance work to be requested in future fiscal years. We recognize that not every project can be funded at the same time and the deferred work will continue to be added to future funding requests. These recommendations are the result of rigorous analysis and decision making, which balances our mandate to be both fiscally responsible and trusted stewards of the national treasures in our care.

As with all deferred maintenance, the longer necessary repairs and maintenance are postponed, the greater the risk of worsening problems and the more costly repairs become. While the AOC continues to carefully monitor and maintain the facilities and systems to prevent catastrophic failure, delaying work puts even greater pressure on future fiscal years.

By utilizing our Project Prioritization Process, we identify the greatest needs to ensure the resources go toward the most important work. Every project is ranked on its importance and urgency, which allows the AOC to effectively identify and recommend to Congress the levels of investment and maintenance required to ensure the Capitol campus remains safe, functional and protected for all who work and visit the buildings and grounds.

Aging Buildings Require Critical Investment

Viewed from a distance, the buildings of Capitol Hill are inspiring and impressive, but as with an impressionist painting, it's best to focus on the whole and not the details. Up close, the buildings are more distressing than impressive, as weather, age and deferred maintenance are destroying many of the finer details of these awe-inspiring stone edifices.



Deteriorating stone on the exterior of the Russell Senate Office Building.

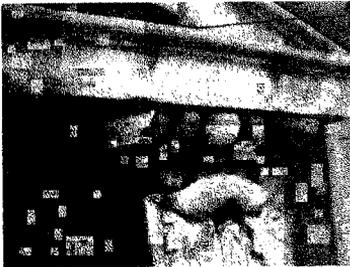
The maintenance needs of the Capitol campus continue to grow every year, allowing small problems to become major life-safety and infrastructure problems requiring massive investments and resources to remedy. While our dedicated and talented employees perform the work necessary to maintain the buildings and grounds in our care, they can only ensure the integrity of the materials when they are given adequate resources and support.



AOC Executive Summary Fiscal Year 2016 Budget

Years of austere budgets have already resulted in the loss of many irreplaceable heritage assets. We are simply deferring the inevitable by letting the expense grow exponentially — and in the process doing irrevocable harm.

Despite these challenges, it is the concerted efforts of our AOC employees at all levels that make the difference. For example, our stonemason from the AOC's Construction Division pictured on the cover of this binder is hard at work making repairs to the Olmsted Terrace — the first in more than a century. Designed by Frederick Law Olmsted, considered the founder of American landscape architecture, the terrace walls provide a strong visible base to the Capitol and a heightened sense of grandeur and scale. Unfortunately, little maintenance has been performed on the stone and the terrace conditions have deteriorated over time. But through the expertise of our Historic Preservation Officer and our stonemasons — funded from Capitol Construction and Operations — we are able to make the critical repairs needed to save these historic assets and restore the Olmsted Terrace to its former grandeur.



Cracked and spalling stone on the Russell Senate Office Building.

When stone is properly maintained, it is one of the world's most enduring materials; but when repairs are not consistently completed, stone will deteriorate and major problems will arise within the buildings they enclose.

Stone preservation continues to emerge as one of our most important priorities. The condition of the exterior stone on most, if not all, of the buildings on Capitol Hill is rapidly deteriorating. The AOC's historic preservationists, structural engineers and stonemasons are in a race against time as the infrastructure rapidly crumbles and deferred maintenance projects accumulate.

The longer these buildings are left to the destructive effects of time and the elements, the more the problems compound. Instances of cracking and spalling stone grow more serious and more costly to repair every year, and the temporary fixes the AOC undertakes to prevent catastrophic failures are not enough to prevent conditions from worsening. Investing in stonework projects will pay long-term dividends and preserve these historic buildings for decades to come.



AOC Executive Summary Fiscal Year 2016 Budget

At the Capitol Building, an investment in the rehabilitation of the exterior stone will prolong the building's life expectancy and preserve its historic features. The U.S. **Capitol South Extension Exterior Stone and Metal Preservation** work will include mortar replacement, fabrication and installation of Dutchman repairs, and stone cleaning. This work will help stem the water infiltration that has been destroying the existing historic fabric of the building and protect members of Congress, staff and the public from the risk of falling stone.



An example of damaged stone on the Capitol Building.

The third phase of the five-phase **Russell Senate Office Building Exterior Envelope Repair and Restoration** project will address the west façade of the 105-year-old office building. The work will repair the façade, windows and doors; repoint the masonry; restore and refinish the exterior metals and make structural repairs to the balustrades. Rehabilitating the Russell Building exterior will significantly reduce the risk of falling stone and will result in increased energy savings with the maintenance of the doors and windows.



The Summerhouse, an important historic component of the U.S. Capitol Grounds, is deteriorating and is in need of restoration.

The Summerhouse, a favorite Capitol Grounds respite during the hot summer months, is rapidly deteriorating and requires preservation to restore the structure to its former grand condition. In particular, the terra cotta roof and custom-made bricks are crumbling, leading to an increase in life-safety issues, and the center fountain and grotto lack a recirculating water system, which is an inefficient use of resources. If the **Summerhouse Restoration** project is completed, it will ensure that this Capitol Grounds treasure can be preserved for future generations.

In future fiscal years, stone preservation will continue to be the AOC's main focus, as nearly every building is built from stone and nearly all are in need of repair. Scaffolding already surrounds parts of the Capitol Building and will soon be visible around the Cannon House Office Building and Russell Senate Office Building. These critical stone restoration efforts will ensure that the work of Congress can continue for decades to come.



AOC Executive Summary Fiscal Year 2016 Budget

Critical Projects

In our Fiscal Year 2016 budget request, we are requesting funding for projects that will ensure necessary investments are made in our historic infrastructure and increase the safety and security of those who work or visit Capitol Hill. Providing superior service to our customers and executing numerous large-scale and highly visible multi-year construction projects is a formidable challenge that we are addressing by managing risk and transparently communicating with Congress and the American public.

The Capitol Power Plant (CPP) will continue to play an essential role in the AOC's long-term energy conservation efforts. The CPP's existing chillers, located in the West Refrigeration Plant (WRP), were installed in the 1970s and are rapidly approaching the end of their useful life expectancy. The risk of catastrophic chiller failure increases as we continue to rely on these chillers to provide environmental control to the buildings of Capitol Hill. The next phase of the **WRP Chiller System Replacement** will replace two old and inefficient chillers and primary chilled water pumps with a new chiller, in addition to making other essential upgrades and repairs. The chiller replacement will reduce the Capitol Power Plant's energy consumption, which will increase efficiency and simultaneously provide a significant electrical cost savings.



The deteriorating condition of the chillers at the Capitol Power Plant's West Refrigeration Plant.



A view of the northeast stacks in the Library of Congress Jefferson Building.

The AOC is responsible for ensuring that safety standards are met, while also balancing operational needs, applicable regulations and challenging working conditions that are unique to Capitol Hill and our aging buildings.

To address Office of Compliance citations across the Capitol campus, we are requesting funding for the second phase of the **Library of Congress Thomas Jefferson Building North Exit Stair B**, which will address egress deficiencies. The AOC will 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 to constructing new fire-rated



AOC Executive Summary Fiscal Year 2016 Budget

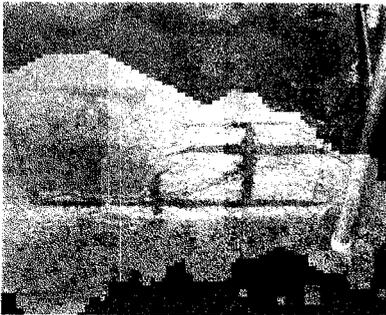
exit passageways. The project will ensure that occupants of the Jefferson Building will be able to efficiently and rapidly exit the building during an emergency evacuation.

Damage to our crucial building infrastructure, such as garages, is especially concerning. The longer these projects are delayed, the more the conditions of the buildings will deteriorate.

Constructed in 1932, the Senate Underground Garage, plazas and fountains continue to deteriorate and are in need of renovation and restoration. Our request to fully fund the first of three phases of the **Senate Underground Garage Renovations and Landscape Restoration** will waterproof the upper and middle plaza fountains and surrounding stonework, restore the walkways and waterproof part of the garage ramp. The project will improve both of the fountain's water efficiency and save future maintenance costs for stonework repair.



Damage at the Senate Underground Garage's entrance.



An example of the deteriorating conditions of the concrete slabs in the Rayburn Building Garage.

The Rayburn House Office Building Garage, constructed in 1965, is in need of a comprehensive project to address severe corrosion of the structural framing. The **Rayburn Garage Rehabilitation** work will address a backlog of \$222 million of deferred maintenance in the Rayburn Garage. The reinforcing steel at the top and bottom of the concrete decks continue to corrode at a rapid rate and pose a safety hazard to the congressional community. Our request would fully fund the first of four phases and will include architectural modifications for life safety, accessibility, lighting, electrical, mechanical, plumbing, fire protection and physical security. Failure to stop the continued deterioration of the garage would seriously jeopardize the garage structure and overall building

integrity. Concrete slab failures create life-safety concerns and increase rehabilitation costs.

AOC Executive Summary Fiscal Year 2016 Budget



Funding our recommended capital projects in Fiscal Year 2016 ensures that necessary investments are made in our historic infrastructure, and preserves the unique and historic features of the buildings that serve Congress and the American people.

Conclusion

We appreciate the previous investments, support and trust Congress has placed in us to address critical construction projects across the Capitol campus. The investments made in the AOC have enabled us to preserve history and ensure Congress can accomplish its daily functions.

The buildings of the Capitol campus are well cared for by the dedicated men and women of the AOC who use their incredible talents and skills to maintain the buildings and grounds. Day after day, our employees deliver inspiring and professional service to our customers. Each employee's contribution is vital to our success as an



organization.



There is much work to be done, but we believe that there is no greater mission than preserving the historic facilities entrusted to our care. The American people and future generations are counting on us to work together to invest the necessary resources to preserve the treasures of Capitol Hill.



AOC Overall FY 2016 Budget

SUMMARY OF TOTAL REQUEST

The table below identifies the Architect of the Capitol's (AOC) total budget request by appropriation and funding type (Annual, Multi-Year or No-Year). The FY 2016 request reflects a zero-based budgeting approach on the AOC's assessment of the requirements to perform its missions in support of Congress. The \$661.8 million budget request reflects a 2.2% decrease from the FY 2015 request of \$676.6 million.

AOC Appropriations Summary (\$000)						
Appropriation and Funding Type	FY 2014 Enacted	FY 2015 Enacted	FY 2016 Request	FY 2015 to FY 2016 Difference		
				Amount	Percent	
Capital Construction and Operations	90,277	91,455	95,396	3,941	4.3%	
Operating Budget	89,678	91,455	95,396	3,941	4.3%	
Multi-Year Projects	599	-	-	-	-	
Capitol Building	61,376	54,665	58,052	3,387	6.2%	
Operating Budget	24,036	24,309	24,742	433	1.8%	
Multi-Year Projects	21,400	9,134	33,310	24,176	264.7%	
No-Year Project (Dome)	15,940	21,222	-	(21,222)	-100.0%	
Capitol Grounds	13,860	11,973	15,273	3,300	27.6%	
Operating Budget	9,860	9,973	10,113	140	1.4%	
Multi-Year Projects	4,000	2,000	5,160	3,160	158.0%	
Senate Office Buildings	72,990	94,313	84,748	(9,565)	-10.1%	
Operating Budget	56,990	57,825	58,465	640	1.1%	
Multi-Year Projects	16,000	36,488	26,283	(10,205)	-28.0%	
House Office Buildings	141,622	159,447	160,282	835	0.5%	
Operating Budget	62,522	64,622	66,396	1,774	2.7%	
Multi-Year Projects	9,100	24,825	23,886	(939)	-3.8%	
No-Year Project (House Historic Trust Fund)	70,000	70,000	70,000	-	0.0%	
Capitol Power Plant	116,678	90,652	120,803	30,151	33.3%	
Operating Budget	84,178	81,966	82,291	325	0.4%	
Multi-Year Projects	32,500	8,686	38,512	29,826	343.4%	
Library Buildings and Grounds	53,391	42,180	65,801	23,621	56.0%	
Operating Budget	24,860	25,138	25,512	374	1.5%	
Multi-Year Projects	28,531	17,042	40,289	23,247	136.4%	
Capitol Police Buildings, Grounds, & Security	19,348	19,159	28,347	9,088	47.4%	
Operating Budget	17,534	18,159	18,846	687	3.8%	
Multi-Year Projects	1,814	1,000	9,401	8,401	840.1%	
Botanic Garden	11,856	15,573	12,113	(3,460)	-22.2%	
Operating Budget	9,774	9,880	10,013	133	1.3%	
Multi-Year Projects	2,082	5,693	2,100	(3,593)	-63.1%	
Capitol Visitor Center	20,632	20,844	21,043	199	1.0%	
Operating Budget	20,632	20,844	21,043	199	1.0%	
Multi-Year Projects	-	-	-	-	-	
AOC Total Funding Summary	602,030	600,261	661,757	61,496	10.2%	
Operating Budget	400,064	404,171	412,816	8,645	2.1%	
Multi-Year Projects	116,026	104,868	178,941	74,073	70.6%	
No-Year Projects	85,940	91,222	70,000	(21,222)	-23.3%	

Note: Due to rounding, numbers may not add up to totals.



AOC Overall FY 2016 Budget

AOC-WIDE ANALYSIS OF CHANGE

The table below identifies Architect of the Capitol changes from the FY 2015 enacted appropriation baseline to account for the AOC FY 2016 budget request of \$661.8 million. Recognizing the current fiscal environment, this table identifies a 2.2% decrease from the AOC's FY 2015 request of \$676.6 million. 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 2016 Agency Request	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	2,270	600,261
Non-Recurring Costs		
Multi-Year Projects.....		(104,868)
No-Year Projects.....		(91,222)
Total Non-Recurring Costs	-	(196,090)
Other Decreases		
FY 2014 Payroll Lapse Rate Adjustment.....		(2,966)
Total Program Decreases	-	(2,966)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		600
FY 2016 Cost-of-Living Adjustment of 2.2%.....		3,096
FY 2016 Within Grade Increase.....		1,528
Total Mandatory Pay Related Costs	-	5,223
Price Level Changes:		
Annual Operations 1.9% Non-pay Inflation Increases.....		1,854
Total Price Level Changes	-	1,854
Program Increases:		
FTE Increase (Office of the Attending Physician).....	1	134
Operating Budget (excluding Payroll).....		4,399
Capital (Multi-Year) Projects.....		178,941
Capital (No-Year) Projects.....		70,000
Total Program Increases	1	253,474
Net Increase/Decrease	1	61,495
Total Appropriation	2,271	661,757

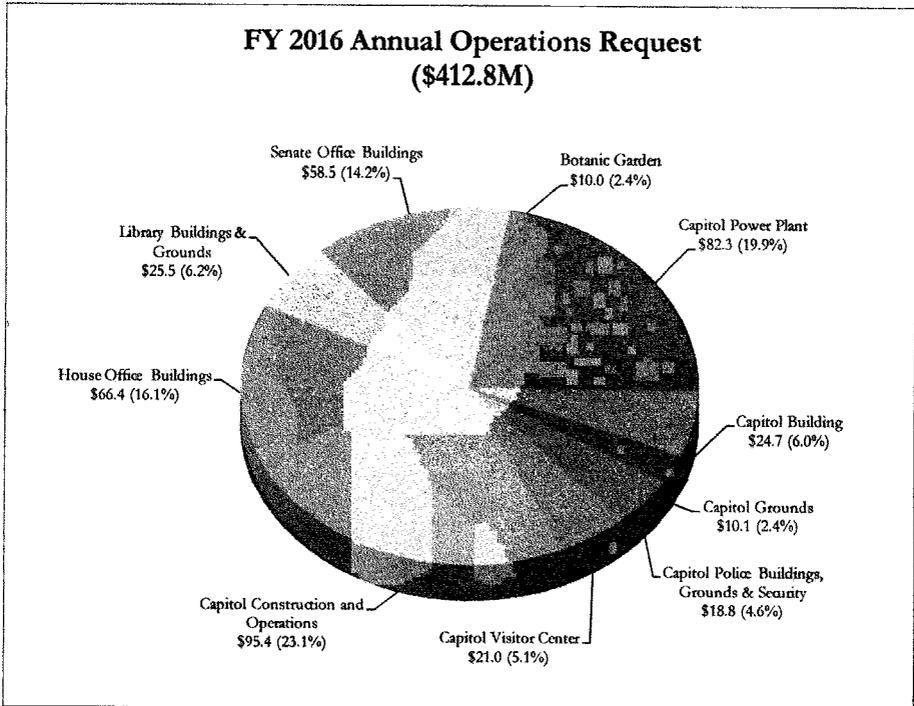


AOC Overall FY 2016 Budget

OPERATING BUDGET (ANNUAL) REQUEST

The Architect of the Capitol is requesting \$412.8 million in operating funds for FY 2016. 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 operations and utilities services; safety, fire and environmental operations; architectural, engineering and construction services; electronic systems such as the Legislative Clocks and audio systems; high voltage maintenance; grounds maintenance; Botanic Garden and Capitol Visitor Center visitor services and operations.

This chart below identifies the AOC's FY 2016 Operating Budget request by appropriation.





AOC Overall FY 2016 Budget

OPERATING BUDGET (ANNUAL) REQUEST (continued)

The table below identifies the request by Program Group.

Annual Operations (\$000)					
Program Group	FY 2014 Allocated	FY 2014 Actual Obligations	FY 2015 Estimated Allocation	FY 2016 Request	FY 2015/2016 Difference
Administrative	4,794	5,409	5,621	6,009	388
Architecture and Engineering Services	1,863	2,448	2,280	2,319	39
Curator	215	215	215	220	4
Construction Services	70	1	65	66	1
Electronic Systems	839	736	805	823	18
Exhibits	818	667	605	409	(196)
Facilities Maintenance	32,520	35,413	34,092	36,040	1,948
Furniture Repair	1,219	1,691	1,575	1,600	25
Grounds Maintenance	3,175	3,452	2,924	2,990	66
Information Resource Management	22,086	21,831	21,365	23,834	2,469
Inspector General	636	459	865	878	13
Jurisdiction Centralized Activities	38,942	31,053	37,821	38,787	966
Payroll	214,250	202,889	219,459	221,850	2,391
Power Plant Operations and Maintenance	9,712	9,071	9,712	9,915	203
Safety Eng. Ops and Maintenance	2,519	2,638	2,547	2,599	52
Visitor Services	2,106	1,815	2,027	2,284	257
Utilities	64,300	70,822	62,195	62,195	
Total	400,064	390,611	404,171	412,816	8,644

Program Group major changes reflected in Facilities Maintenance for critical maintenance services required; Payroll for mandatory Cost-of-Living Adjustments (COLA) and Federal Employee Health Benefit inflation rate increases; Information Resource Management requirements needed to support AOC's strategic vision and focus; and Jurisdiction Centralized Activities for leases costs increases and training requirements.



AOC Overall FY 2016 Budget

PAYROLL SUMMARY

FY 2016 Estimated Payroll Requirement (\$000)								
Appropriation	FY 2015 Estimated Baseline	FY 2016 ¹ 2.2% COLA Increase	FY 2016 4% FEHB Increase	Additional ² FTE Increase	Within Grade Increase	Estimated ³ Lapse Rate Adjustment	Total Mandatory Increases	FY 2016 Request
Capitol Construction and Operations	55,960	736	109	134	388	(509)	859	56,819
Capitol Building	20,525	316	64	-	150	(309)	220	20,745
Capitol Grounds	6,767	95	20	-	45	(93)	68	6,833
Senate Office Buildings	42,293	608	134	-	290	(658)	374	42,667
House Office Buildings	42,050	615	131	-	292	(677)	361	42,410
Capitol Power Plant	9,648	142	27	-	69	(125)	114	9,761
Library Buildings & Grounds	16,545	231	50	-	110	(195)	196	16,740
Capitol Police Buildings, Grounds & Security	2,343	28	5	-	15	(26)	21	2,364
Botanic Garden	6,338	89	18	-	44	(88)	61	6,399
Capitol Visitor Center	17,009	237	43	-	126	(287)	119	17,206
Total	219,458	3,096	600	134	1,528	(2,966)	2,391	221,850

¹ CBO projected Cost-of-Living Adjustment (COLA) rate increase of 2.2%.

² Reflects program increase of one Occupational Health nurse for the Office of the Attending Physician.

³ Reflects Lapse Rate Adjustment based on FY 2015 average AOC-wide under utilized FTE forecast of 1.4% (32 FTEs).

Payroll Funded FTEs					
Appropriation	FY 2014 Ceiling	Change ¹	FY 2015 Ceiling	Change ²	FY 2016 Request
Capitol Construction and Operations	400	1	401	1	402
Capitol Building	222	4	226	-	226
Capitol Grounds	73	-	73	-	73
Senate Office Buildings	498	-	498	-	498
House Office Buildings	503	-	503	-	503
Capitol Power Plant	85	-	85	-	85
Library Buildings & Grounds	160	-	160	-	160
Capitol Police Buildings, Grounds, and Security	16	-	16	-	16
Botanic Garden	68	-	68	-	68
Capitol Visitor Center	244	(4)	240	-	240
Total	2,269	1	2,270	1	2,271

¹ Reflects mission program increase of one FTE for the Office of the Attending Physician for an Occupational Health Nurse at the Dirksen Senate Office Building and the realignment of four FTEs from Capitol Visitor Center to Capitol Building for custodial services support.

² Reflects mission program increase of one FTE for the Office of the Attending Physician for an Occupational Health Nurse at the O'Neill House Office Building.

Cash Awards (\$000)			
Appropriation	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual
Capitol Construction and Operations	723	412	598
Capitol Building	238	159	211
Capitol Grounds	81	37	63
Senate Office Buildings	399	206	441
House Office Buildings	590	369	445
Capitol Power Plant	140	73	93
Library Buildings & Grounds	247	109	193
Capitol Police Buildings, Grounds, and Security	34	20	21
Botanic Garden	74	96	69
Capitol Visitor Center	251	123	218
Total	2,777	1,696	2,352

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.



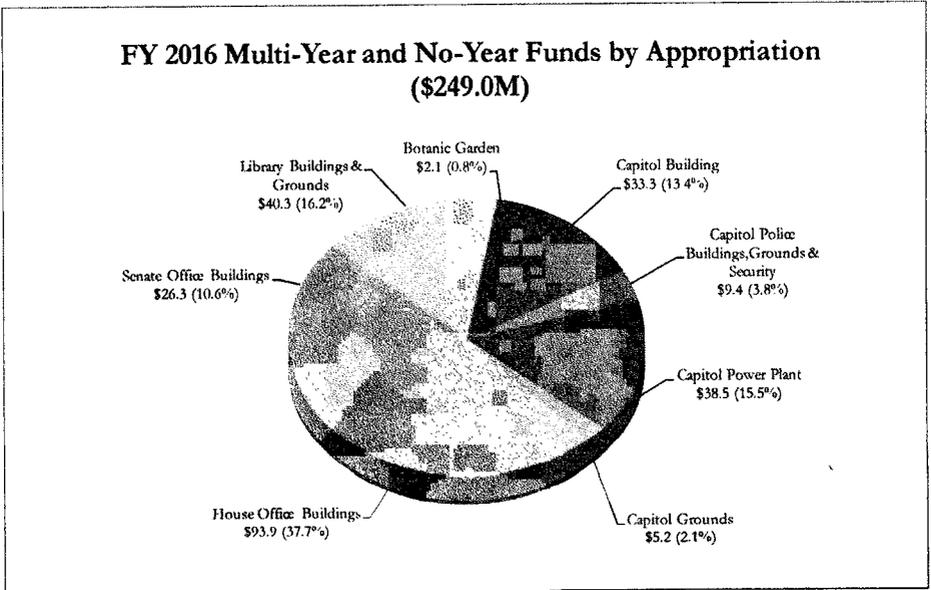
AOC Overall FY 2016 Budget

MULTI-YEAR AND NO-YEAR FUNDING REQUEST

The Architect of the Capitol's Multi-Year and No-Year request is \$249 million. The Multi-Year/No-Year budget includes \$144.5 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 (\$28.6 million);
- House Chief Administrative Officer Projects (\$3.660 million);
- Cogeneration Construction and Contract Management, CPP (\$1.625 million); and
- Conservation of Fine Art and Architecture Art, CB (\$0.599 million).

The chart below identifies the AOC Multi-Year and No-Year request by appropriation.

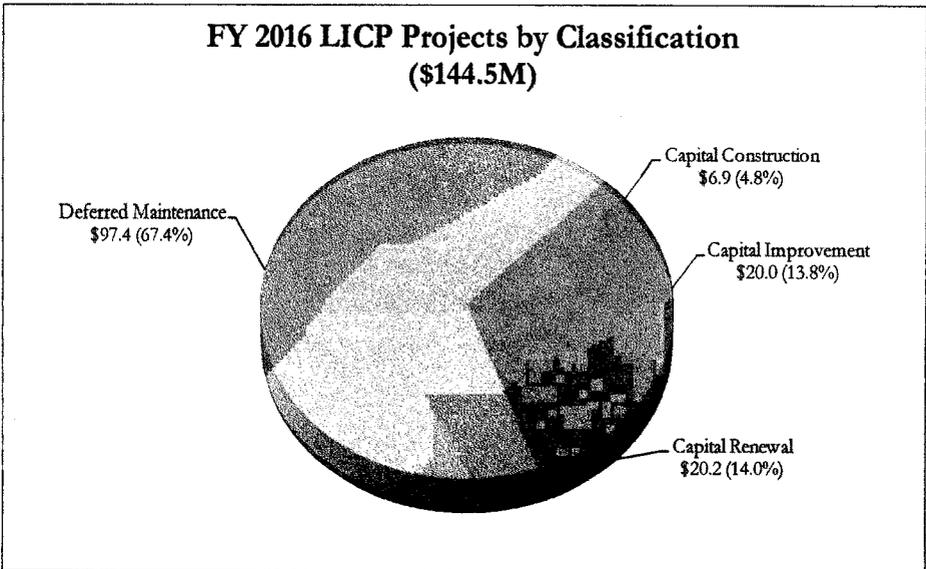




AOC Overall FY 2016 Budget

MULTI-YEAR AND NO-YEAR FUNDING REQUEST BY LICP 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 2016 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 \$144.5 million for LICP projects which is a \$12 million or a 7.7% decrease from our FY 2015 request of \$156.5 million. Although AOC's Deferred Maintenance backlog decreased by 12.5% (\$1.6 billion to \$1.4 billion) from FY 2012 to FY 2014, it is critical to continue to fund Deferred Maintenance to ensure that congressional operations are not significantly impacted by failing facilities or systems.

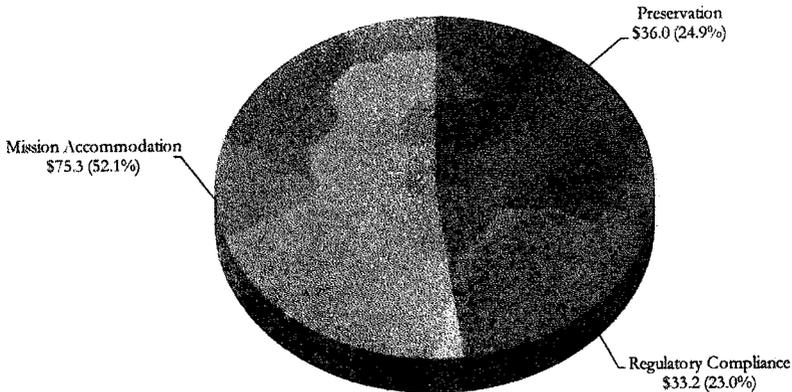


AOC Overall FY 2016 Budget

MULTI-YEAR AND NO-YEAR FUNDING REQUEST BY LICP 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.

**FY 2016 LICP Projects by Capital Improvement Plan Goals
(\$144.5M)**



This chart does not depict life safety projects separately; however, many projects have elements of life safety (Garage Rehabilitation, Phase I, RHOB; North Exit Stair B, Phase II, TJB; Emergency Lighting System Upgrade, JAB; Elevator Modernization, JMMD MC1-MC4; JAB 13-14; South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB, LB&G; Senate Underground Garage Renovations & Landscape Restoration, Phase IB; Exterior Envelope Repair & Restoration, Phase III, West Façade, RSOB; Kitchen Exhaust System Upgrade, Phase III, DSOB & RSOB; and Fire Alarm and Audibility Upgrade).



AOC Overall FY 2016 Budget

RECOMMENDED LICP PROJECTS

The Architect of the Capitol's capital budget request is focused on immediate urgency projects. The table below identifies the \$144.5 million of Line Item Construction Program (LICP) projects that the AOC recommends for FY 2016 funding.

Priority	Title	Appropriation	Project Cost (\$000)	Project Urgency	Project Classification
1	Garage Rehabilitation, Phase I, RHOB	HOB	13,226	I	DM
2	North Exit Stair B, Phase II, TJB	LB&G	15,308	I	CI
3	South Stair B, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB	LB&G	1,350	I	CI
4	Emergency Lighting System Upgrade, JAB	LB&G	3,331	I	CI
5	Senate Underground Garage Renovations & Landscape Restoration, Phase IB	SOB	8,200	I	DM
6	East and West Main Pavilion Roof Replacement, TJB	LB&G	6,119	I	DM
7	Roof Repairs, TJB	LB&G	887	I	DM
8	Capitol Square Infrastructure Repair, CG	CG	862	I	DM
9	WRP Chiller System Replacement, RPR, Phase IIIA, CPP	CPP	29,190	I	DM
10	Collection Storage Module 6 & 7, Ft. Meade, LOC	LB&G	1,994	I	CC
11	Critical Electrical Infrastructure Upgrade, ACF	CPBG&S	3,376	I	CR
12	Elevator Modernization, JMMB MC1-MC4, JAB 13-14	LB&G	3,916	I	DM
13	Power Switchgear Replacement, USCP HQ	CPBG&S	3,525	I	CR
14	FY 2017 Presidential Inaugural Stands & Support Facilities, USC	CB	4,950	I	CC
15	Exterior Stone & Metal Preservation, South Extension, Phase IIB, USC	CB	14,287	I	DM
16	Exterior Envelope Repair & Restoration, Phase III, West Façade, RSOB	SOB	10,182	I	DM
17	Roof Replacement, PPBP & PPGP, CPP	CPP	3,697	I	DM
18	Domestic Water, Storm, Sanitary & Vent Piping Replacement, USC	CB	3,339	I	DM
19	Fire Alarm and Audibility Upgrade, JMMB	LB&G	563	I	CR
20	Brumidi Corridors Restoration & Conservation Plan, USC	CB	2,610	I	CR
21	Exterior Envelope Rehabilitation, HSOB	SOB	1,169	H	DM
22	Summerhouse Restoration, CG	CG	2,298	H	DM
23	Direct Digital Controls Upgrade, Phase III, JMMB	LB&G	4,321	H	CR
24	Kitchen Exhaust System Upgrade, Phase III, DSOB & RSOB	SOB	1,732	H	CR
25	Senate Reception Room Restoration & Conservation	CB	4,025	H	CR

Total Recommended LICP Projects

144,457

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 2016 Budget

DEFERRED LICP 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 \$182.9 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
Emergency Power Upgrade, RHOB & HUGs	HOB	15,050	I	CI
Exit Path, Option I, JAB	LB&G	3,106	I	CI
Garage Security Infrastructure, Phase II, HOB	CPBG&S	2,808	I	CI
ACT Land Purchase	CPBG&S	6,270	I	CC
K-12 Fence Replacement, CPBG&S	CPBG&S	4,111	I	CI
Production Facility Renewal, BGDC	BG	1,404	I	CR
Senate Underground Garage Renovations & Landscape Restoration, Phase II	SOB	6,559	I	DM
Chiller Replacement and Chilled Water System Expansion, Phase II, ACF	CPBG&S	1,167	I	CR
Offsite Delivery Screening Center, Phases I & II, CPBG&S	CPBG&S	1,254	I	CC
Water Infiltration Upgrades, Phase I, JMMB	LB&G	17,311	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	8,636	I	DM
Taft Memorial Renewal, SOB	SOB	4,576	I	DM
Kitchen Exhaust, USC	CB	13,721	I	DM
Fire Sprinkler Corrosion Repair Pilot, JAB	LB&G	1,900	I	DM
Renewal Study, LOC	LB&G	500	I	CR
HVAC Modernization, Phase I, HSOB	SOB	10,949	I	CR
Freight Elevator Modernization, DSOB & HSOB	SOB	2,000	I	CR
Electric Power Distribution System Replacement, House, USC	CB	18,305	I	CR
Water Infiltration Study, Ft. Meade	LB&G	1,000	H	DM
Building Infrastructure Rehabilitation, RSOB	SOB	3,650	H	CR
Pressure Reducing Valve Station & Water Heater Replacement, LHOB	HOB	1,320	II	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 2016 Budget

DEFERRED LICP PROJECTS (continued)

Title	Appropriation	Project Cost (\$000)	Project Urgency	Project Classification
Laylight Conservation, House & Senate Extensions, USC	CB	3,902	H	CR
Fire Alarm System Upgrade, Phase II, HSOB	SOB	12,000	H	CR
Prescriptive Egress Improvements, HSOB	SOB	957	H	CI
Uninterruptible Power Supply System, USCP HQ	CPBG&S	4,441	H	CI
New USCP Headquarters Study, CBPG&S	CPBG&S	579	H	CC
Kitchen Upgrade, LHOB	HOB	11,830	H	CI
UPS and Power Systems for Electronic Sensitive Equipment, Phase I, PCAVC	LB&G	10,556	H	CI
ABA Tenant Fit Out, JMMB	LB&G	500	H	CI
Air Intake Tunnels Replacement, USC	CB	665	H	DM
Neptune Fountain Renovation, TJB	LB&G	1,000	H	CR
Electrical Branch Circuit Wiring Replacement Study, USC	CB	1,000	H	CR
NW Courtyard Renovation, TJB	LB&G	1,597	H	CI
Emergency Power Upgrade, USC	CB	1,000	H	CI
Reprographics Area Upgrade, DSOB	SOB	2,878	M	CI
Senate Hair Care Facility Modernization, RSOB	SOB	1,411	M	CI
Total Deferred LICP Projects		182,913		

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

ACQUISITION OF 7.34 ACRES OF LAND AT FORT MEADE

Sectional Analysis

This legislative proposal seeks to provide the Architect of the Capitol (AOC) authority to acquire the 7.34 acre parcel of land from the Maryland State Highway Administration (MSHA) at Fort George G. Meade, Odenton, Maryland (Fort Meade) that was not transferred to the Department of the Army (Army) pursuant to Public Law 103-110: Military Construction Appropriations 1994 (107 Stat. 1037; October 21, 1993; enacted H.R. 2446) (PL 103-110).

Pursuant to PL 103-110 and the 1994 Transfer Assembly Agreement between the Army and the AOC, the Army was to transfer up to 100 acres at Fort Meade to the AOC. This property was to be used to construct the Library of Congress (LOC) book modules (Module) and certain other facilities. However, 7.34 of the 100 acres at Fort Meade that were to be transferred to the AOC are owned by the MSHA. These 7.34 acres were former Baltimore and Ohio (B & O) railroad property, and the 7.34 acres constituted a strip of property that split the 100 acres horizontally. The records indicate that the Army was to acquire that property from the State of Maryland to transfer to the AOC, but the Army never acquired the property.

The Army now alleges it has no authority under Army policy to acquire the 7.34 acres because of potential environmental contamination due to prior railroad track use (creosote, arsenic, herbicides, etc.). Fort Meade is listed on the National Priorities List as being an uncontrolled waste site; and as such the Army is required to clean up the facility in accordance with the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA). It is likely the AOC will have to agree to accept the contaminated B & O property because MSHA will not be willing to clean up the property prior to transferring it to the AOC. After the real estate acquisition, the AOC will need to execute environmental mitigation along the railroad easement on a case-by-case basis with future land use development.

The AOC needs to acquire this former B & O railroad property to avoid building on land the AOC does not own since part of the LOC Module #5 is planned to be built on this property. The AOC presently has statutory authority to lease property for the LOC pursuant to section 1823A to Title 2 of the United States Code, but the AOC does not have authority to acquire ownership of property for the LOC. This property acquisition is time sensitive since the AOC already has received fiscal year 2015 funding to construct LOC Module #5.

Proposed Language

Notwithstanding any other provision of law, the Architect of the Capitol shall have the authority to acquire the 7.34-acre parcel of land from the Maryland State Highway Administration at Fort George G. Meade, Maryland that was not transferred to the Architect of the Capitol pursuant to PL 103-110.



Legislative Language

AUTHORIZATION FOR BATTERY RECHARGING STATIONS IN PARKING AREAS UNDER THE JURISDICTION OF THE LIBRARIAN OF CONGRESS

Sectional Analysis

The proposed legislation would provide the Architect of the Capitol (AOC) authority to install and operate battery recharging stations in garages and parking areas under the jurisdiction of the Librarian of Congress for use on a reimbursable basis by privately owned vehicles belonging to Library of Congress (LOC) employees and congressional staff authorized to park in such areas. Such recharging stations will serve to reduce energy consumption and greenhouse gas emissions, and provide an incentive to use electric vehicles by reducing burden, time, and expense to LOC employees and congressional staff who own such vehicles from having to locate and utilize other sources of electricity to recharge their vehicles.

This legislation is necessary because commuting costs are deemed a personal expense for which appropriated funds cannot be used, even on a reimbursable basis, absent statutory authority. See Comptroller General Decision B-320116 (September 15, 2010). The AOC already has statutory authority to install battery recharging stations in parking areas under the jurisdiction of the House of Representatives (2 U.S.C. § 2171) and Senate (2 U.S.C. § 2170), but Library of Congress parking is separately administered under the jurisdiction of the Librarian. The proposed legislation is modeled on 2 U.S.C. §§ 2170 - 2171.

Proposed Language

SEC. ____. **BATTERY RECHARGING STATIONS FOR PRIVATELY OWNED VEHICLES IN PARKING AREAS UNDER THE JURISDICTION OF THE LIBRARIAN OF CONGRESS AT NO NET COST TO THE FEDERAL GOVERNMENT.** *Title 2, United States Code, is amended by adding the following new section:*

Sec. ____. *Battery recharging stations for privately owned vehicles in parking areas under the jurisdiction of the Librarian of Congress at no net cost to the Federal Government*



Legislative Language

(a) Definition

In this section, the term "covered employee" means—

- (1) an employee of the Library of Congress; or*
- (2) any other individual who is authorized to park in any parking area under the jurisdiction of the Librarian of Congress on the Library of Congress buildings and grounds.*

(b) Authority

(1) In general

Subject to paragraph (3), funds appropriated to the Architect of the Capitol under the heading "Capitol Power Plant" under the heading "ARCHITECT OF THE CAPITOL" in any fiscal year are available to construct, operate, and maintain on a reimbursable basis battery recharging stations in parking areas under the jurisdiction of the Librarian of Congress on the Library of Congress buildings and grounds for use by privately owned vehicles used by covered employees.

(2) Vendors authorized

In carrying out paragraph (1), the Architect of the Capitol may use 1 or more vendors on a commission basis.

(3) Approval of construction

The Architect of the Capitol may construct or direct the construction of battery recharging stations described under paragraph (1) after—

- (A) submission of written notice detailing the numbers and locations of the battery recharging stations to the Joint Committee on the Library; and*
- (B) approval by that Committee.*



Legislative Language

(c) Fees and charges

(1) In general

Subject to paragraph (2), the Architect of the Capitol shall charge fees or charges for electricity provided to covered employees sufficient to cover the costs to the Architect of the Capitol to carry out this section, including costs to any vendors or other costs associated with maintaining the battery recharging stations.

(2) Approval of fees or charges

The Architect of the Capitol may establish and adjust fees or charges under paragraph (1) after—

(A) submission of written notice detailing the amount of the fee or charge to be established or adjusted to the Joint Committee on the Library; and

(B) approval by that Committee.

(d) Deposit and availability of fees, charges, and commissions

Any fees, charges, or commissions collected by the Architect of the Capitol under this section shall be—

(1) deposited in the Treasury to the credit of the appropriations account described under subsection (b); and

(2) available for obligation without further appropriation during—

(A) the fiscal year collected; and

(B) the fiscal year following the fiscal year collected.



Legislative Language

(e) Reports

(1) In general

Not later than 30 days after the end of each fiscal year, the Architect of the Capitol shall submit a report on the financial administration and cost recovery of activities under this section with respect to that fiscal year to the Joint Committee on the Library.

(2) Avoiding subsidy

(A) Determination

Not later than 3 years after September 30, 2016, and every 3 years thereafter, the Architect of the Capitol shall submit a report to the Joint Committee on the Library determining whether covered employees using battery charging stations as authorized by this section are receiving a subsidy from the taxpayers.

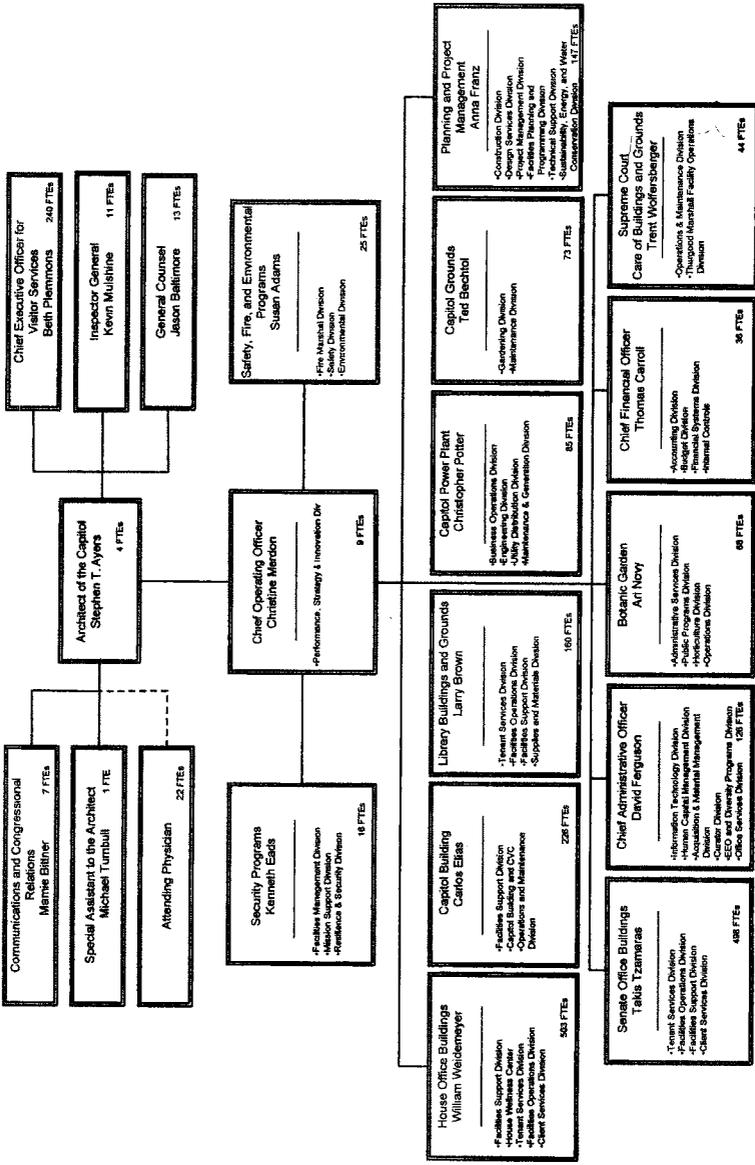
(B) Modification of rates and fees

If a determination is made under subparagraph (A) that a subsidy is being received, the Architect of the Capitol shall submit a plan to the Joint Committee on the Library on how to update the program to ensure no subsidy is being received. If the committee does not act on the plan within 60 days, the Architect of the Capitol shall take appropriate steps to increase rates or fees to ensure reimbursement for the cost of the program consistent with an appropriate schedule for amortization, to be charged to those using the charging stations.

(f) Effective date

This section shall apply with respect to fiscal year 2016 and each fiscal year thereafter.

Architect of the Capitol



GENERAL ADMINISTRATION APPROPRIATION NAME CHANGE

Recommendation

It is recommended that the name of the Architect of the Capitol General Administration (GA) appropriation be changed to Capitol Construction and Operations (CCO). The GA appropriation name change to CCO will avoid ambiguity and better reflect the overall purpose of the appropriation. The name change will not impact current operations and the existing Treasury-assigned symbol and account number will be maintained. This action will not create a new appropriation and thus historic records will be preserved.

Bill Language

Change from:

GENERAL ADMINISTRATION

“For salaries for the Architect of the Capitol, and other personal services, at rates of pay provided by law; for surveys and studies in connection with activities under the care of the Architect of the Capitol; for all necessary expenses for the general and administrative support of the operations under the care of the Architect of the Capitol including the Botanic Garden; electrical substations of the Capitol, Senate and House office buildings, and other facilities under the jurisdiction of the Architect of the Capitol; including furnishings and ...”

Change to:

CAPITOL CONSTRUCTION AND OPERATIONS

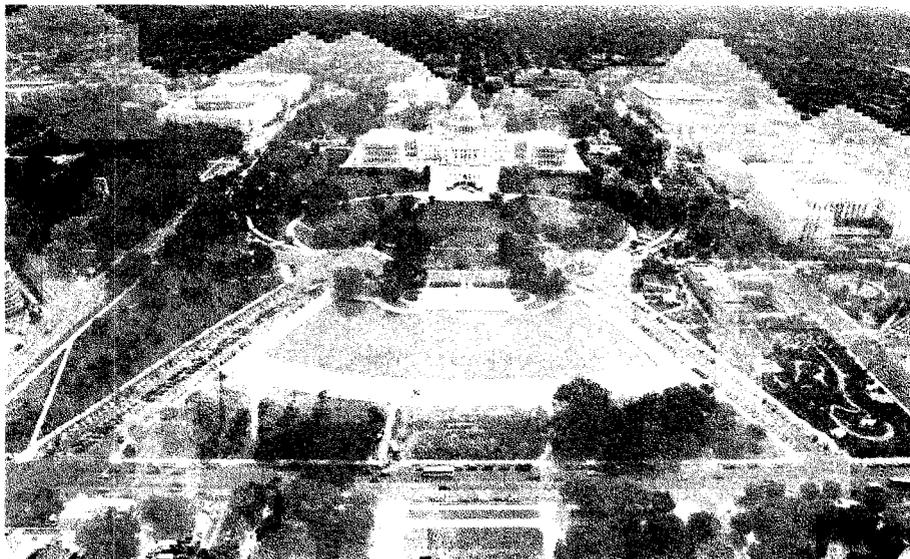
“For salaries for the Architect of the Capitol, and other personal services, at rates of pay provided by law; for all necessary expenses for surveys and studies, construction, operation, and general and administrative support in connection with facilities and activities under the care of the Architect of the Capitol including the Botanic Garden; electrical substations of the Capitol, Senate and House office buildings, and other facilities under the jurisdiction of the Architect of the Capitol; including furnishings and ...”

Report Language

The Committee recommends the General Administration appropriation name be changed to Capitol Construction and Operations appropriation. The new name highlights and clarifies the purpose of the funding provided therein.



Capitol Construction and Operations



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 Construction and Operations (CCO) jurisdiction provides direct support to the organization to ensure that Congress is able to perform its responsibilities to enact legislation for governance of the United States.

The Capitol Construction and Operations appropriation is responsible for Capitol campus-wide architectural and engineering design; project, property and construction management; 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 and environmental monitoring services and reporting; emergency operations; financial management including budget, accounting, financial systems, and inventory management systems; legal services; human capital management; communications and 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 State of the Union Addresses and Presidential Inaugurations. The Office of Inspector General (OIG), an independent office within the AOC, is responsible for promoting economy and efficiency and to prevent and detect fraud, waste and abuse in AOC operations. The OIG is included in the Capitol Construction and Operations jurisdiction.



Capitol Construction and Operations

The Capitol Construction and Operations 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 and material management, communications and Congressional relations; preservation and documentation of heritage assets, research and curatorial expertise.

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 and programs to promote economy and efficiency, and to detect and prevent fraud, waste and abuse. The OIG reviews existing or proposed laws, regulations, orders and policies for compliance.

Planning and Project Management (PPM) - provides long-range facility planning, historic preservation, 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.

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.

ASSIGNED FACILITIES

Facility Name/Type	Location	Year Built or Acquired & Age		Area (square feet)	Deferred Maintenance	Capital Renewal	Backlog
Construction Division Shops	Washington, DC	1982	32	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.



Capitol Construction and Operations

HIGHLIGHTS

- The AOC improved the Senate suite selection application process to allow approved Senate staff to select their suite online after the 2014 elections.
- Information Technology Division upgraded AOC's facility management systems including: Senate Work Requestor, Senate Space, and Library of Congress (LOC) on demand applications used by legislative staff. They also added the ability for select facilities staff to respond to congressional work requests from mobile devices while in the field.
- The AOC extended the network to the Thomas P. O'Neill, Jr. Federal Building to enable House Office Building facilities staff to respond to congressional staff needs.
- A new collective bargaining agreement has been established between AOC management and American Federation of State, County, and Municipal Employees, Local 626. Spearheaded by Human Capital Management Division (HCMD's) Labor Relations staff, the agreement serves to meet the needs of both parties.
- Building Leaders is a broad-reaching initiative focused on developing the leadership skills of front-line supervisors and promoting diversity and inclusion at the Architect of the Capitol. This program, developed by the Equal Employment Opportunity and Diversity Programs office, aims to instill a proactive spirit among supervisors, enabling them to successfully manage and create a positive corporate culture and diffuse conflicts quickly and more successfully. To date, 95 supervisors have successfully completed the program.
- OIG has been engaged in oversight of major construction projects such as the Capitol Dome Restoration, the Cannon Building Renewal, the Cogeneration Plant Facility and the Refrigeration Plant Revitalization at the Capitol Power Plant. OIG will remain engaged in these major construction efforts throughout the duration of these projects.
- Construction Division achieved a 95.6% construction debris recycling rate for calendar year 2013, which was a nearly 7% increase over 2012, and a 19% increase over 2011.



Capitol Construction and Operations

HIGHLIGHTS (continued)

- During FY 2014, AOC undertook an initiative called the AOC Safety Culture Enhancement Program to enhance the existing safety culture through behavior-based safety. First-line supervisors must be at the forefront of safety, and as such, efforts are focused on engaging first-line supervisors and employees in conducting work observations and coaching on how to engage one another through “see something, say something” interactions. As a pilot initiative to take safety performance from good to great, three jurisdictions participated in the AOC Safety Observation and Reflection Process (SOAR), behavior-based safety program. The pilot included 11 supervisors, their managers, and their respective staffs (140+ employees).
- During FY 2014, the AOC Fire Inspection Program fully engaged all major facilities on campus and conducted a comprehensive fire code inspection and audit of fire protection system maintenance records. Facilities were found to be in significant compliance with operational fire codes, and recommendations for improvement were entered into the AOC findings database to track future improvement. The effort included more than 20 buildings during the course of the year.
- AOC received a regional Energy Award “For Accomplishments on Developing, Organizing, Managing and Implementing an Outstanding Corporate Energy Management Program” at the Association of Energy Engineer’s (AEE) World Energy Engineer’s Congress (WEEC) in October 2013.
- The AOC was Awarded three FY 2013 Construction Management Association of America Project Achievement Awards: Infrastructure Project with Constructed Value Less Than \$50 Million Interior Rehabilitation of the East and West House Underground Garages; Program Management/Program Phase – Buildings – U.S. Capitol Dome Skirt Restoration; Program Management/Program Phase – Infrastructure – U.S. Capitol Power Plant, Tunnel Rehabilitation Program.

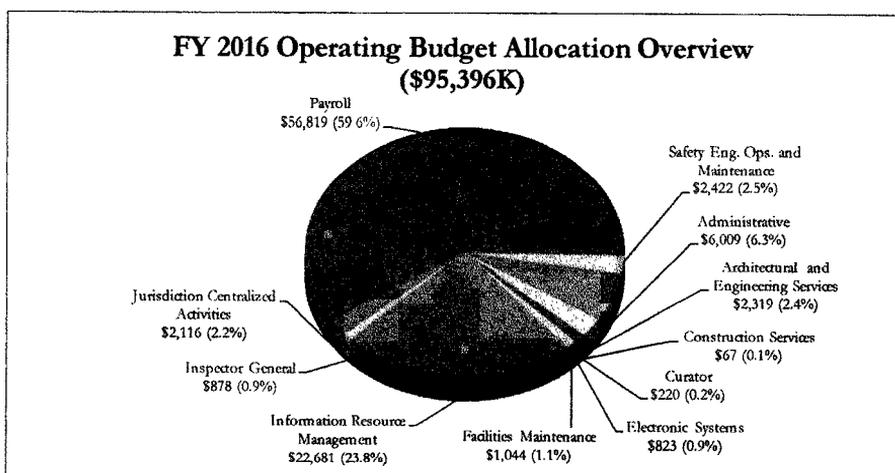


Capitol Construction and Operations

OPERATING BUDGET SUMMARY:

FY 2016 BUDGET REQUEST ALLOCATION

The Operating Budget of the Capitol Construction and Operations 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 **Administrative** Program Group accounts for 6.3% of the CCO budget. 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 **Architectural and Engineering Services** Program Group is 2.4% of the CCO 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.



Capitol Construction and Operations

OPERATING BUDGET SUMMARY (continued)

The **Construction Services** Program Group is 0.1% of the CCO 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.

The **Curator** Program Group accounts for 0.2% of the CCO budget. The AOC Curator provides stewardship of invaluable heritage assets including architectural art such as murals, the Statue of Freedom, and joint fine and decorative art such as the National Statuary Hall statues. 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 and, congressional events, and supports publications and exhibits.

The **Electronic Systems** Program Group is 0.9% of the CCO budget. These funds support maintaining electronic systems throughout the Capitol campus such as cable television; tunnel radio communications systems; legislative clocks and call systems; Building Automation System intranet; and hearing room audio systems.

The **Facilities Maintenance** Program Group accounts for 1.1% of the CCO budget. This funds the maintenance of 12 high voltage and 37 low voltage electrical substations, 37 emergency generators, and more than 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 **Information Resource Management** Program Group accounts for 23.8% of the Capitol Construction and Operations budget and funds the procurement, operations and maintenance of information technology for computer hardware and 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 the program accounts are:

- 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. Information Resource Management business modernization efforts.
- 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.
- Computer-Aided Facility Management system licenses and support used for relational databases and electronic representations of facilities to manage, analyze, and control facility data. It also includes planning, oversight, deployment and support of Facility Management tools and business processes including Computerized Maintenance Management Systems, Building Information Modeling, Geographic Information Systems, and the Emergency Operations Center requirements account to maintain the AOC's enterprise-wide emergency response system.



Capitol Construction and Operations

OPERATING BUDGET SUMMARY (continued)

The **Inspector General** Program Group accounts for 0.9% of the CCO 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 including audits, evaluations and investigations. The AOC financial statement audit is also funded in this program group.

The **Jurisdiction Centralized Activities** Program Group accounts for 2.2% of the Capitol Construction and Operations budget. This provides for Architect of the Capitol required training for CCO 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 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.

Lease Type	Location	Area (square feet)	Leased from	Contract Award Date	Contract End Date	FY 2016 Total Cost
Construction Division Warehouse	Alexandria, VA	36,150	GSA	Feb 2006	Sep 2017	\$611,257

The **Payroll** Program Group accounts for 59.6% of the CCO budget and 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.

The **Safety Engineering Operations and Maintenance** Program Group is 2.5% of the CCO budget. This provides sampling and analysis (air, water, waste, storage tanks, etc.); hazardous waste disposal; educational 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.



Capitol Construction and Operations

BUDGET SUMMARY

Capitol Construction and Operations 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 and congressional relations; information resources; procurement; management of the Energy and Sustainability Program; and the Office of Inspector General.

Total Budget (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	89,678	87,152	91,455	95,396	3,941
Multi-Year Projects	599	498	-	-	-
Total	90,277	87,650	91,455	95,396	3,941

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Administrative	4,794	5,409	5,621	6,009	388
Architectural and Engineering Services	1,863	2,448	2,280	2,319	39
Construction Services	70	1	65	66	1
Curator	215	215	215	220	4
Electronic Systems	839	736	805	823	18
Facilities Maintenance	1,002	1,102	1,023	1,044	21
Information Resource Management	21,076	20,422	20,234	22,681	2,448
Inspector General	636	459	865	878	13
Jurisdiction Centralized Activities	1,988	2,023	2,015	2,116	101
Payroll	54,849	51,857	55,960	56,819	859
Safety Eng. Ops. and Maintenance	2,345	2,481	2,373	2,422	49
Total	89,678	87,152	91,455	95,396	3,941

Multi-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Total	599	498	-	-	-

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Construction and Operations

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase ¹	FY 2016 Request
Capitol Construction and Operations	401	-	1	402

¹Denotes additional Occupational Health Nurse for the Office of the Attending Physician.

Object Class (\$000)				
Object Class	FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11 Personnel Compensation	40,872	41,101	41,731	631
12 Personnel Benefits	14,777	14,860	15,088	228
21 Travel	170	170	170	-
22 Transportation of Things	-	-	-	-
23 Rent, Communications and Utilities	398	398	398	-
24 Printing and Reproduction	44	360	360	-
25 Other Contractual Services	32,568	29,452	30,619	1,167
26 Supplies and Materials	1,521	1,600	1,801	201
31 Equipment	3,158	3,200	3,400	200
32 Land and Structures	315	315	1,829	1,514
42 Insurance Claims and Indemnities	-	-	-	-
Total	93,823	91,455	95,396	3,941

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include project funded estimated obligations.



Capitol Construction and Operations

FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	401	91,455
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(509)
Total Program Decreases	-	(509)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		109
FY 2016 Cost-of-Living Adjustment of 2.2%.....		736
FY 2016 Within Grade Increase.....		388
Total Mandatory Pay Related Costs		1,234
Price Level Changes		
Administrative.....		100
Architectural and Engineering Service.....		39
Construction Services.....		1
Curator.....		4
Electronic Systems.....		18
Facilities Maintenance.....		21
Information Resource Management.....		451
Inspector General.....		13
Jurisdiction Centralized Activities.....		31
Safety Eng. Ops. and Maintenance.....		49
Total Price Level Changes		728
Program Increases:		
Administrative.....		288
Information Resource Management.....		1,997
Jurisdiction Centralized Activities.....		70
FY 2016 Payroll (FTE Increase).....	1	134
Total Program Increases	1	2,489
Net Increase/Decrease	1	3,941
Total Appropriation	402	95,396



Capitol Construction and Operations

SUMMARY OF CHANGES

The Operating Budget component of the Capitol Construction and Operations 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.

Operating Program (\$000)						
Program Groups	FY 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Administrative	5,621	-	100	288	6,009	388
Architectural and Engineering Services	2,280	-	39	-	2,319	39
Construction Services	65	-	1	-	66	1
Curator	215	-	4	-	220	4
Electronic Systems	805	-	18	-	823	18
Facilities Maintenance	1,023	-	21	-	1,044	21
Information Resource Management	20,234	-	451	1,997	22,681	2,448
Inspector General	865	-	13	-	878	13
Jurisdiction Centralized Activities	2,015	-	31	70	2,116	101
Payroll	55,960	-	724	134	56,819	859
Safety Eng. Ops. and Maintenance	2,373	-	49	-	2,422	49
Total	91,455	-	1,452	2,489	95,396	3,941

Program Groups - Analysis of Change

Mandatory Pay and Price Increases requirement of **\$1,452K**, reflects Congressional Budget Office estimated funding of **\$728K** for non-pay 1.9% inflation increases and **\$724K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4.0% for the Federal Employee Health Benefits program and Within Grade Increase adjustment).

Administrative

The program increase of **\$288K** reflects **non-recurring** contractual services for AOC's Strategic Vision for strategic planning support, executive leadership team strengthening, and ongoing support on the implementation of the strategic plan.

Impact if not funded: Without this funding, the AOC will be unable to achieve organization-wide goals and assisting the AOC in maintaining its high-performing organization.



Capitol Construction and Operations

SUMMARY OF CHANGES (continued)

Information Resource Management

The program increase of \$1,997K reflects requirements needed to support the AOC's strategic vision and focus:

- **(\$230K)** Requested increase to enhance and expand the functionality of the application used during each Congressional Transition for office suite selection, to allow members to see 3-D views of the suite and the building.
Impact if not funded: It would limit the AOC's ability to provide Members and their staffs with 3-D views of the suite and other building areas during congressional transition for office suite selection.
- **(\$519K)** This funding is requested to integrate safety, fire and environmental knowledge into facilities management systems.
Impact if not funded: If not funded, AOC cannot integrate safety, fire and environmental knowledge into facilities management systems. This makes the prioritization of abatements and proactive management of safety, fire and environmental management data results for improved risk management more labor intensive with fewer data points available for knowledge-based decision making.
- **(\$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.
Impact if not funded: Without this funding, the accounting for project related budget and cost execution will continue to be decentralized. Project managers will have to continue manually creating ad hoc spreadsheets to track original budget, current budget, contracts, modifications and future cost projections on projects. It would limit the AOC's ability to provide a project-centric accounting system to centralize and automate project budget formulation, execution, and cost accounting reporting system.
- **(\$150K)** Requested increase reflects the need for geo-location tagging of select facility management information and computer aided drawings (CAD).
Impact if not funded: Without this funding, AOC cannot build the foundation to benefit from standardizing location data for items across more than 587 acres of land and in 17.4 million square feet of buildings. This project expands Facility Management Data Vision prototype by adding geo-location to select facility management data that is not currently geo-located and using existing facility management business process data in GIS-based decisions and analysis tools.
- **(\$120K)** Requested increase will provide funds for implementation of inventory, energy, and sustainability data streams and dashboard tools.
Impact if not funded: AOC cannot implement additional data streams (inventory, energy, and sustainability) and dashboard tools into the AOC e-Dashboard. This dashboard is an executive information system that allows AOC leadership to drive process and operational improvements.

Capitol Construction and Operations



SUMMARY OF CHANGES (continued)

- **(\$250K)** Requested funding will enable the planned expansion of the archival and preservation of electronic records that have permanent and historic value.
Impact if not funded: It would limit and slow the AOC's ability to plan expansion of the electronic archival and preservation of electronic records that have permanent and historic value. This system provides management of electronic documents throughout their lifecycle, reduces the need for printing/filing paper, and provides a workflow tool to support document collaboration and correspondence management.
- **(\$28K)** Requested increase reflects the need for additional licenses to make the AOC's work order system available by desktop and mobile devices.
Impact if not funded: It would limit the AOC's ability to leverage the flexibility and accountability afforded to jurisdictions whose workforce is linked into the work order management system. This allows dynamic re-balancing of workers and using technicians to collect data for other AOC programs (Facility Condition Assessments, etc.) while they are doing scheduled work. The system identifies and corrects issues such as failing infrastructure (sidewalks, ramps, etc.) and correct accessibility barriers identified by the OOC.
- **(\$130K)** Requested increase reflects contractual rate increases for Maximo and Momentum system operations support.
Impact if not funded: If not funded, it would limit the AOC's services needed by Momentum/Maximo Operations & Maintenance (O&M) and Hosting systems. The AOC would not have a financial system or inventory control system to accomplish its accounting, budgeting, acquisitions, and asset management processes on a daily basis.

Jurisdiction Centralized Activities

The program increase of \$70K reflects increased funding for communications in support of high visibility public AOC operations and increased communications with AOC workforce.

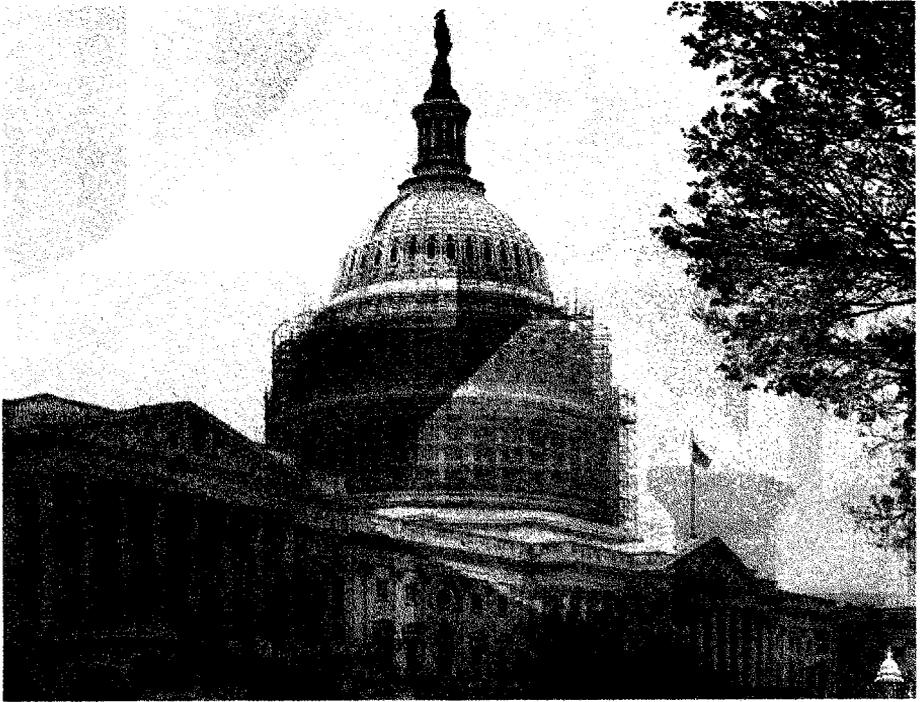
Impact if not funded: AOC will lack sufficient funds to properly and effectively communicate AOC strategic priorities to its workforce and will not be able to increase transparency and engagement with the public on major projects.

Payroll

The program increase of \$134K reflects additional Occupational Health Nurse for the Office of the Attending Physician.



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 and the Capitol Visitor Center (CVC). In addition, the CB cares for and preserves the structural and architectural elements of the CVC. CB consistently strives to serve clients, Congress, staff and the general public by managing facilities and operations in the most efficient fashion with the provided resources. The Capitol Building jurisdiction focuses on implementation of energy efficiency strategies, maintaining a 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

AREAS OF RESPONSIBILITY

Facility Name/Type	Location	Year Built or Acquired & Age		Area (square feet)	Deferred Maintenance	Capital Renewal	Backlog
Capitol Building	Washington, DC	1793	221	939,341	\$91,900,000	\$196,175,000	\$288,075,000
Capitol Visitor Center	Washington, DC	2008	6	710,598	\$0	\$0	\$0
Projects Across Multiple Facilities	Washington, DC	Varies	Varies	Varies	\$0	\$0	\$0
Total				1,649,939	\$91,900,000	\$196,175,000	\$288,075,000

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.

HIGHLIGHTS

- Phase IIB of the U.S. Capitol Building Dome Restoration Project was awarded in FY 2014. In the spring of 2014, the protective netting "donut" was installed in the Rotunda to provide protection to the building and occupants for the duration of the project. Installation of the large-scale exterior scaffolding unit began in the summer of 2014. The project is on track to be completed on time, prior to the next Presidential Inauguration.
- The Olmstead Terrace Stone Preservation project began in the spring of 2014. The Olmsted Terrace was completed in 1894. During the last 120 years, there has been little maintenance performed on the stone and the terrace conditions have deteriorated over time. To properly restore the Olmsted Terrace, the Capitol Building started a five-phase project that will repair the masonry at the terrace walls. Repairs include deconstructing and rebuilding some of the walls, repointing, patching holes, cleaning the stone, and trimming and removing trees and bushes along the terrace walls.
- A significant life-safety project continued in FY 2014 for the installation of a smoke purge system at the four Grand Stairwells of the U.S. Capitol.
- Over 80 Minor Construction and Miscellaneous Improvement Projects were initiated that included space modification, life safety and preventive maintenance. Through a strong planning process and continuing efforts to communicate with project managers, clients, support organizations and other key personnel, the Capitol Building delivered 95% of the projects on time and within budget. Further, client satisfaction surveys distributed at the conclusion of each project reflect an overall satisfaction level of 98%.
- Historic preservation continued on the Brumidi Corridor Restoration and Conservation project, which provides for the conservation and restoration of the ornately decorated Senate corridors. In FY 2014, work was completed in the East Inner corridor and work commenced in the Patent corridor. In addition to the Brumidi restoration, the Capitol Building Superintendent's office also provided heritage asset management for recurring programs such as plaster restoration of walls and ceilings, restoration of mahogany doors, historical chandeliers restoration, murals conservation, and bronze refinishing/restoration. Further, the Capitol Building has implemented construction methods to minimize impacts to architectural and historical surfaces.

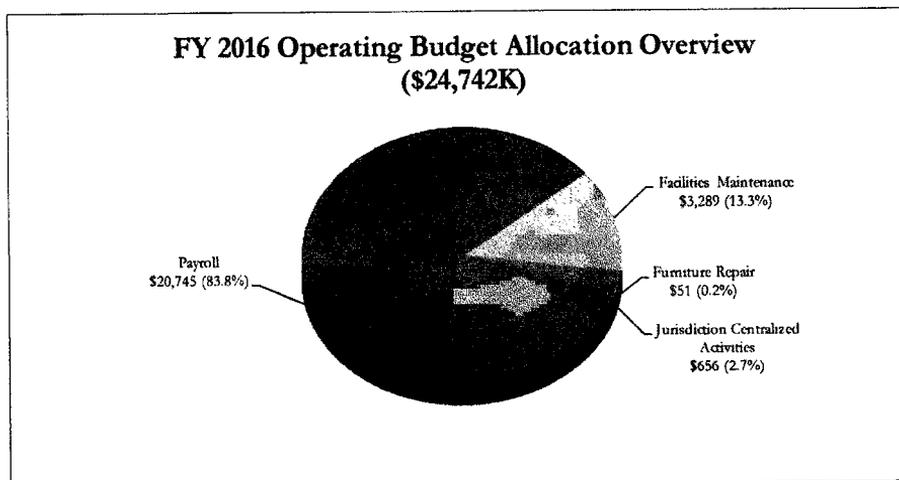


Capitol Building

OPERATING BUDGET SUMMARY:

FY 2016 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: Facilities Maintenance, Furniture Repair, Jurisdiction Centralized Activities, and Payroll.



The **Facilities Maintenance** Program Group accounts for 13.3% of the Capitol Building budget and provides the capability to deliver exceptional service in caring for the CB and Capitol Visitor Center. The funding requested provides for general maintenance and operations, general repairs, cleaning, and for the Senate, House, and CVC restaurants maintenance. CB completed 47,756 work orders in FY 2014.

The **Furniture Repair** Program Group accounts for less than 0.2% of the 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.

The **Jurisdiction Centralized Activities** Program Group accounts for 2.7% of the 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 **Payroll** Program Group accounts for 83.8% of the CB budget and funds salaries and benefits for employees specifically supporting the appropriation. This includes government staff salaries and other compensation.



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 and Capitol Visitor Center. 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 (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	24,036	24,234	24,309	24,742	432
Multi-Year Projects	21,400	673	9,134	33,310	24,176
No Year Projects	15,940	14,406	21,222	-	(21,222)
Total	61,376	39,313	54,665	58,052	3,386

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	2,943	3,447	3,120	3,289	169
Furniture Repair	50	49	50	51	1
Jurisdiction Centralized Activities	614	560	614	656	42
Payroll	20,429	19,825	20,525	20,745	220
Annual-Funded Projects	-	353	-	-	-
Total	24,036	24,234	24,309	24,742	432

Multi-Year and No-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Multi-Year Projects	21,400	673	9,134	33,310	24,176
No-Year Projects	15,940	14,406	21,222	-	(21,222)
Total	37,340	15,080	30,356	33,310	2,954

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Building

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
Capitol Building	226	-	-	226

Object Class (\$000)					
Object Class		FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11	Personnel Compensation	16,995	15,115	15,277	162
12	Personnel Benefits	6,083	5,410	5,468	58
21	Travel	9	8	11	3
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	-	-	-	-
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	7,729	2,497	2,906	409
26	Supplies and Materials	3,062	3,400	3,964	564
31	Equipment	-	-	-	-
32	Land and Structures	11,222	28,235	30,426	2,191
42	Insurance Claims and Indemnities	-	-	-	-
Total		45,100	54,665	58,052	3,386

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include project funded estimated obligations.



Capitol Building

FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	226	54,665
Non-Recurring Costs		
Dome Restoration, Phase IIC, Rotunda, USC (No-Year).....		(21,222)
Exterior Stone & Metal Preservation, South Extension, Phase IIA.....		(2,527)
West Grand Stair Enclosure.....		(1,568)
Brumidi Corridors Restoration & Conservation Plan, USC.....		(1,340)
Conservation of Fine and Architectural Art.....		(199)
Minor Construction.....		(3,500)
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(309)
Total Program Decreases		(30,665)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		64
FY 2016 Cost-of-Living Adjustment of 2.2%.....		316
FY 2016 Within Grade Increase.....		150
Total Mandatory Pay Related Costs		529
Price Level Changes		
Facilities Maintenance.....		59
Furniture Repairs.....		1
Jurisdiction Centralized Activities.....		12
Total Price Level Changes		72
Program Increases:		
Facilities Maintenance.....		110
Jurisdiction Centralized Activities.....		30
Multi-Year Projects:		
Exterior Stone & Metal Preservation, South Extension, IIB, USC.....		14,287
FY 2017 Presidential Inaugural Stands & Support Facilities, USC.....		4,950
Senate Reception Room Restoration & Conservation, USC.....		4,025
Domestic Water, Storm, Sanitary & Vent Piping Replacement, USC.....		3,339
Brumidi Corridors Restoration & Conservation Plan, USC.....		2,610
Conservation of Fine and Architectural Art.....		599
Minor Construction.....		3,500
Total Program Increases	-	33,450
Net Increase/Decrease	-	3,386
Total Appropriation	-	58,052

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 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	3,120	-	59	110	3,289	169
Furniture Repair	50	-	1	-	51	1
Jurisdiction Centralized Activities	614	-	12	30	656	42
Payroll	20,525	-	220	-	20,745	220
Total	24,309	-	293	140	24,742	432

Program Groups - Analysis of Change

Mandatory Pay and Price Increases total requirement of **\$293K** reflects Congressional Budget Office estimated funding of **\$72K** for non-pay 1.9% inflation increases and **\$221K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4% for the Federal Employee Health Benefits program and Within Grade adjustment).

Facilities Maintenance

The program increase of **\$110K** reflects the following requirements:

- (\$60K)** Funds are needed for costs associated with temporary scaffolding units being installed at eight locations that cannot be accessed by a ladder or electric lift on an annual basis so maintenance can be performed.
Impact if not funded: If not funded there is a risk that maintenance could not be performed on lighting systems at these locations.
- (\$50K)** Funds are needed for the costs associated with twice-yearly testing and inspection of the new Smoke Control System, Grand Stairs, House and Senate. This project includes the installation of several components that will be tied to the current fire alarm system and must be inspected and tested to meet current code.
Impact if not funded: These devices must be tested as required by code; therefore the cost associated must be funded. If these new devices are not properly tested and inspected, the AOC would not be in compliance with current fire code regulations.



Capitol Building

SUMMARY OF CHANGES (continued)

Jurisdiction Centralized Activities

- **Increase of \$30K** is requested for additional employees training opportunities. When it comes to investing in learning and skills development for the AOC employees, it pays to understand what workers look for from the organizations that employ them. The recent Organizational Assessment Survey (OAS) provided valuable insight into our employees' needs for increased training for day-to-day skill set improvement as well as career enhancing opportunities in a variety of settings.
- **Impact if not funded:** The OAS revealed that employees are looking for more training opportunities to provide growth in their current position as well as gain additional resource for career development. The AOC supports this recommendation; therefore additional dollars are needed to cover the additional training requirements. If not funded, limited training other than mandatory and safety training would be available.



Capitol Building

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 CB with the flexibility to respond to unforeseen minor construction requirements as generated from emergencies, the Members, Committees, and other Architect of the Capitol clients.

Multi-Year Projects (\$000)	
	Request Amount
Line Item Construction Program Projects:	
Exterior Stone & Metal Preservation, South Extension, IIB, USC.....	14,287
FY 2017 Presidential Inaugural Stands & Support Facilities, USC.....	4,950
Senate Reception Room Restoration & Conservation, USC.....	4,025
Domestic Water, Storm, Sanitary & Vent Piping Replacement, USC.....	3,339
Brumidi Corridors Restoration & Conservation Plan, USC.....	2,610
Conservation of Fine and Architectural Art.....	599
Total	29,810
Other Projects:	
Minor Construction.....	3,500
Total	3,500
Total Project Request	33,310

Minor Construction

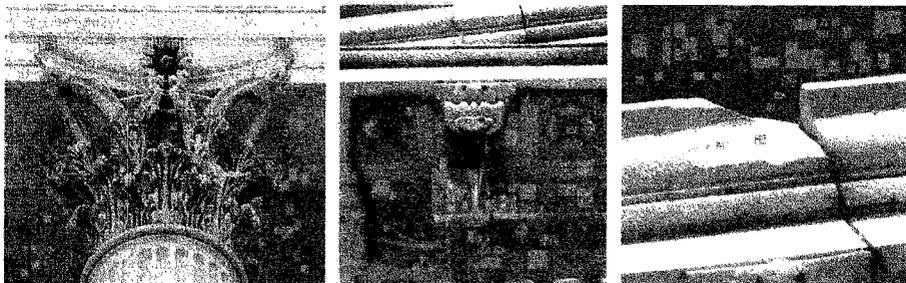
\$3,500K

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: Exterior Stone & Metal Preservation, South Extension, IIB, USC **Request:** \$14,287K



Project Description: 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 stains, repairs damage and deterioration of the stone and corrosion of the metals, and preserves the exterior Capitol historic stone of the south extension carriageway and the south extension except for the north façade and its connection to the west façade included in Phase IIA.

- The proposed work in Phase IIB 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 continues to pose a life safety risk to members, staff and the general public.
- Increased water penetrating the stone exacerbates stone spalling off and falling from the U.S. Capitol.
- Continued deterioration subjects the U.S. Capitol to a loss of historic fabric and increased costs for future stone work.
- Increased damage to interior spaces from water and moisture penetration.

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

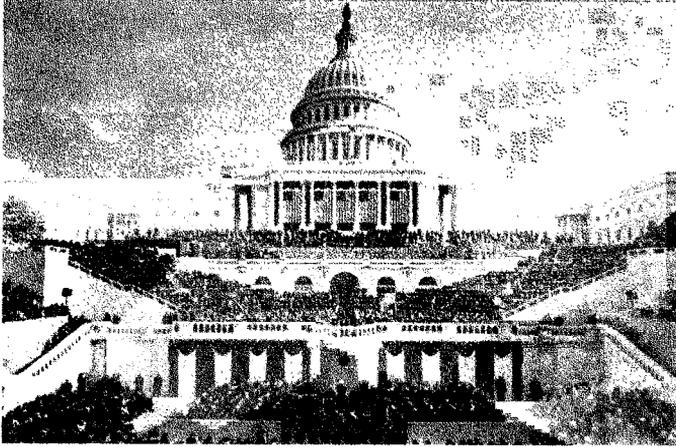
Program Funding Overview:

Historic Stone & Metal Preservation, USC - All Phases - Total Summary (000)						
Project/Task	Prior FY 2013 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2020 Anticipated	Total Projected Requirement
Study						
Design	260					260
Construction (Phase I) North		16,600	2,226			18,826
Construction (Phase II.A) South						
Construction (Phase II.B) South				13,487		13,487
Construction (Phase III) East/West					3,820	3,820
USCP Overtime ¹			301	800	517	1,618
Total Funding	260	16,600	2,527	14,287	4,337	38,011

Capitol Building



Project Title: FY 2017 Presidential Inaugural Stands & Support Facilities, USC **Request:** \$4,950K



Project Description: This project provides the funding required for the procurement of contractor services for the assembly of the Presidential Inaugural stands. The stands were configured in 2005 to comply with current fire and life-safety codes, provide accessibility accommodations, improve sight lines, and provide better access and egress, so that attendees may enter and leave with greater ease. The design for the 2009 Inaugural was further enhanced with new detailing on the front of the stands so that it blends more seamlessly with the Capitol. Additionally, this project includes funding for the set-up of the reusable site appurtenances consisting of metal and wood demountable ramps, stairs, crossovers, steps and platforms on the lawn, walks and terraces, which were purchased for the 2005 Inaugural. This funding also provides for the rental and/or procurement of all other elements required for the ceremony, including a specialized sound system, audience chairs, media stands, materials for the preparation of the grounds, and security related items.

Risk and Impact If Not Funded: The Presidential Inaugural ceremonies have been held on the West Front of the U.S. Capitol since 1981. Timely receipt of funding is critical to ensure on-time completion to accommodate the President, Members of Congress, honored guests and the audience safely and comfortably during the FY 2017 Inaugural.

Cost of Recurring Operations: There are no costs of recurring operations as this is a one-day event that is held every four years in January on the West Front of the U.S. Capitol.

Citation Driven: No

Client Request: No



Capitol Building

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2020 Anticipated	Total Projected Requirement
Study						-
Design						-
Construction (Preservation)				4,950		4,950
Total	-	-	-	4,950	-	4,950

Capitol Building



Project Title: Senate Reception Room Restoration & Conservation, USC

Request: \$4,025K



Project Description: The purpose of the project is to complete conservation and restoration of the Senate Reception Room. The ornately decorated walls, ceilings and enframements were painted under the design and direction of Constantino Brumidi in the 1860's. This project conserves the gilded moldings and restores the original appearance of the ceilings.

- 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 room's declining condition over the past 150 years include pollution from open windows, tobacco smoke, fireplace smoke and over-painting.
- Study and testing of the gilding and the feasibility of conserving the decorative painting began in 2009. The study of the ceilings found that the burnished water-gilded area could be uncovered, but the oil-gilded areas needed to be cleaned and overgilded. The decorative painting should best be replicated to match exposed areas.
- Because of its proximity to the Senate Chamber, conservation and restoration work can only take place in the Senate Reception Room at times the Senate is not in session, with the longest recesses in August and sometimes at the end of the year being the most productive opportunities to carry out work.

Risk and Impact If Not Funded: Without a financial commitment to complete the multi-year plan, the AOC will not retain the expert artisans currently assembled by the contractor and the conservation and restoration work in the Senate Reception Room 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 Senate Reception Room. The AOC has requested \$599K for Conservation of the Fine and Architectural Art since FY 2013. This is a 100K increase from previous years, however the funds are applied to many conservation efforts in addition to the Senate Reception Room.

Citation Driven: No.

Client Request: There is significant Member interest in this project.



Capitol Building

Program Funding Overview:

General Services Administration - Preservation & Conservation, USC - Total Summary, 2005						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						
Design						
Construction (Preservation)	550			4,025		4,575
Total	550	-	-	4,025	-	4,575

Capitol Building



Project Title: Domestic Water, Storm, Sanitary & Vent Piping Replacement, USC Request: \$3,339K



Project Description (Design): The domestic water, storm, sanitary and vent piping in the U.S. Capitol building has deteriorated to the point where frequent repairs are required due to leaks, corrosion and pipe aging. The majority of plumbing piping in the Capitol have reached the end of their useful life. This design project facilitates the replacement of plumbing piping with minimum disruptions to building operations and includes separating the storm sewer from the sanitary sewer system.

- The design implements the recommendations and Program of Requirements from a previously funded and completed study that evaluated the existing piping in the Capitol, consistent with facility condition assessments.

Risk and Impact If Not Funded:

- Continued deterioration and leaks may damage historic finishes and contribute to a whole or partial shutdown of the building.
- Increased frequency of calls for service, maintenance and repair of damaged piping leaks and breakdowns and may affect the operations of the building's systems and facilities, including kitchens and cafeterias.
- Damage caused by leaks may require costly repair or restoration of historic structures, furniture and finishes.

Cost of Recurring Operations: Design and implementation of the study's findings and recommendations will result in the reduction of operations and maintenance costs.

- Replacement of aging piping provides better and longer protection to the Capitol's operations and its historic areas, structures and finishes.
- Design and implementation helps eliminate the cost of escalating repairs to water and drainage systems and related water damage, especially to historic finishes.
- If possible, the capture and reuse of clear domestic water waste and stormwater for potential irrigation and grey water uses can result in cost savings.

Citation Driven: No.

Client Request: No.



Capitol Building

Program Funding Overview:

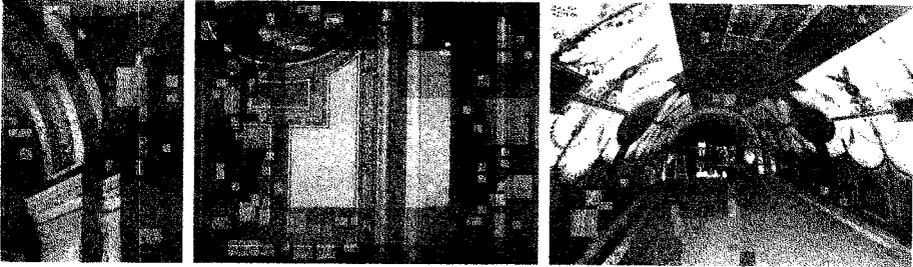
Domestic Water, Steam, Sanitary & Vent Piping Replacement - USC - Total Summary (000)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	431					431
Design				3,339		3,339
Construction					TBD	-
Total	431	-	-	3,339	-	3,770

Capitol Building



Project Title: Brumidi Corridors Restoration & Conservation Plan, USC

Request: \$2,610K



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 made 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 the 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 AOC 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 since FY 2013. 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 project.



Capitol Building

Program Funding Overview:

Budget Consideration & Conservation, USC - Total Summary (\$000)						
Task	Prior FY 2014 Funded	FY 2014 Funded ¹	FY 2015 Funded ²	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						
Design						
Construction (Preservation)	2,990	1,490	1,340	2,610		8,430
Total	2,990	1,490	1,340	2,610		8,430

¹ \$548K reprogrammed from SOB funding. Additional 142K from CB Minor Construction funding.

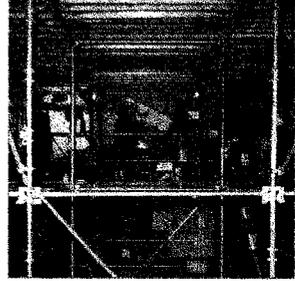
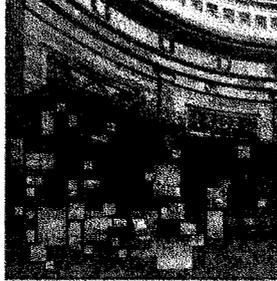
² \$3,950K requested in FY 2015 and \$1,340K was funded.

Capitol Building



Project Title: Conservation of Fine and Architectural Art

Request: \$599K



Previously Requested From Congress: The Architect of the Capitol has requested funds for this effort (previously Conservation of Wall Paintings) since the mural conservation program began in the mid-1980s. It was in the Capitol Building appropriation for annual funding prior to Fiscal Year 2007, when the AOC identified the need for these funds to be appropriated as Multi-Year. It was increased to \$599K in FY 2013.

Project Description: This account provides for conservation of murals and other fine and architectural art, including sculpture, with a focus on the U.S. Capitol, including the Rotunda and the House and the Senate wings. The AOC Curator works to keep all fine and architectural art under AOC's care in good condition by prioritizing conservation of art that is most endangered and by regular follow-up conservation maintenance. Professional fine art conservators conduct condition assessments, and the most qualified conservators in each specialty are selected to perform work. Because much of the work can only be performed during recesses or when special access is allowed, and because of the need to have funds available in case emergency treatment is required due to leaks, impact damage, etc., the Multi-Year funding provides this needed flexibility. There will be a special need for this funding for monitoring of conditions and art protection and for conservation maintenance of art in the Rotunda as the Dome Restoration project is completed. Project duration is on-going.

Risk and Impact If Not Funded: Historic heritage assets will continue to deteriorate as problems are not addressed and damage is not repaired, leading to the irreparable loss of original material and impacting the integrity and appearance of national treasures. 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 (\$000)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Conservation	4,848	599	199	599	2,995	9,240



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, as well as the recent addition of Union Square. This area includes lawns; parks; historic, memorial and commemorative trees; horticultural display beds; supporting decorative features such as historic fountains and water features; statuary; and historic decorative components such as light fixtures and stone carvings. Additionally, the CG is responsible for other physical elements such as sidewalks, streets, parking lots, irrigation and drainage systems, as well as campus-wide trash removal and outdoor recycling. Special event and weather related emergency support is an ongoing and dynamic responsibility.



Capitol Grounds

AREAS OF RESPONSIBILITY

Facility Name/Type	Location	Year Built or Acquired & Age		Area (square feet)	Deferred Maintenance	Capital Renewal	Backlog
Summer House	Washington, DC	1881	133	816	\$504,000	\$243,000	\$747,000
Capitol Square	Washington, DC	1894	120	2,722,500	\$3,297,000	\$4,645,000	\$7,942,000
Union Square	Washington, DC	2011	3	574,992	\$14,464,000	\$1,404,000	\$15,868,000
Remaining Squares	Washington, DC	Varies	Varies	7,265,808	\$6,042,000	\$6,382,000	\$12,424,000
Total				10,564,116	\$24,307,000	\$12,674,000	\$36,981,000

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.

HIGHLIGHTS

- During FY 2014, between November and the end of March, Capitol Grounds responded to more than 13 winter storms. CG staff remained on-site and worked overnight to keep streets and sidewalks clear, which allowed the work of Congress to continue and assured safe conditions for the visiting public.
- In keeping with the AOC's commitment to stewardship, Capitol Grounds has completed a cultural landscape report for Union Square. The cultural landscape report, in addition to reports for Capitol Square and Senate Parks, serve as guiding documents for ongoing preservation maintenance and future planning efforts.
- Capitol Grounds continues to successfully support several major events, including the set-up and decoration of the Capitol Christmas Tree and the Summer Concerts.

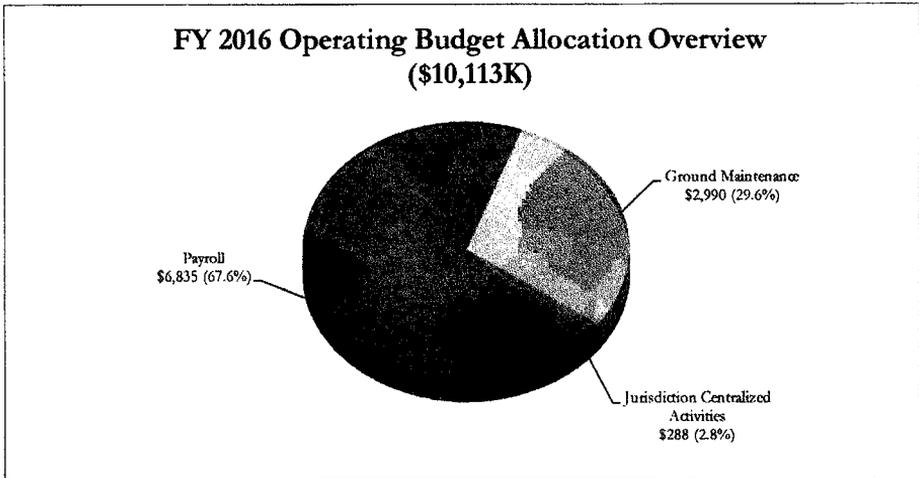


Capitol Grounds

OPERATING BUDGET SUMMARY:

FY 2016 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 Congress. The budget is divided into functional area Program Groups: Grounds Maintenance, Jurisdiction Centralized Activities and Payroll.



The **Grounds Maintenance** Program Group accounts for 29.6% of CG and funds the capability to continue to support existing service levels for comprehensive landscape maintenance and preservation of historic resources. This request for funding will provide for disposal of bulk and solid waste, for pavement and sidewalks, for landscaping maintenance and beautification, for equipment and maintenance, and for infrastructure and historic structures.

The **Jurisdiction Centralized Activities** Program Group accounts for 2.8% of CG and funds the purchase of motor fuel; emergency preparedness; insurance claims; employee related items such as uniforms and safety apparel for identification, safety and security purposes; and safety, equipment and technical training. This aligns with the historical workload and accomplishes the mission as it has in the past.

The **Payroll** Program Group accounts for 67.6% of CG and funds salaries and benefits for employees specifically supporting the appropriation. This program group provides support for all gardening and landscape maintenance, including snow removal and the care of trees including historic memorial trees; for maintenance of vehicles, equipment and infrastructure; for heritage preservation, jurisdictional support services and sidewalks/pavements maintenance.



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, as well as 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, all of which are maintained by the Architect of the Capitol.

Total Budget (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	9,860	9,577	9,973	10,113	140
Multi-Year Projects	4,000	168	2,000	5,160	3,160
Total	13,860	9,745	11,973	15,273	3,300

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Grounds Maintenance	3,113	3,362	2,924	2,990	66
Jurisdiction Centralized Activities	285	240	282	288	6
Payroll	6,462	5,976	6,767	6,835	68
Annual-Funded Projects	-	-	-	-	-
Total	9,860	9,577	9,973	10,113	140

Multi-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Total	4,000	168	2,000	5,160	3,160

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Grounds

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
Capitol Grounds	73	-	-	73

Object Class (\$000)				
Object Class	FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11 Personnel Compensation	4,904	4,996	5,046	50
12 Personnel Benefits	1,739	1,772	1,789	18
21 Travel	2	2	2	-
22 Transportation of Things	-	-	-	-
23 Rent, Communications and Utilities	-	-	-	-
24 Printing and Reproduction	-	-	-	-
25 Other Contractual Services	3,281	3,479	3,745	266
26 Supplies and Materials	822	900	1,046	146
31 Equipment	249	320	340	20
32 Land and Structures	192	500	3,300	2,800
42 Insurance Claims and Indemnities	3	5	5	-
Total	11,192	11,973	15,273	3,300

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include project funded estimated obligations.



Capitol Grounds

FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	73	11,973
Non-Recurring Costs		
Minor Construction.....		(2,000)
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(93)
Total Program Decreases		(2,093)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		20
FY 2016 Cost-of-Living Adjustment of 2.2%.....		95
FY 2016 Within Grade Increase.....		45
Total Mandatory Pay Related Costs		160
Price Level Changes		
Grounds Maintenance.....		66
Jurisdiction Centralized Activities.....		6
Total Price Level Changes		72
Program Increases:		
Multi-Year Projects		
Summerhouse Restoration, CG.....		2,298
Capitol Square Infrastructure Repair, CG.....		862
Minor Construction.....		2,000
Total Program Increases		5,160
Net Increase/Decrease		3,300
Total Appropriation	73	15,273



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 Program (9006)						
Program Groups	FY 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Ground Maintenance	2,924	-	66	-	2,990	66
Jurisdiction Centralized Activities	282	-	6	-	288	6
Payroll	6,767	-	68	-	6,835	68
Total	9,973	-	140	-	10,113	140

Program Groups - Analysis of Change

Mandatory Pay and Price Increases requirement of **\$140K**, reflect Congressional Budget Office estimated funding of **\$72K** for non-pay 1.9% inflation increases and **\$68K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4% for the Federal Employee Health Benefits program and Within Grade 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 emergencies, the Members, Committees and other Architect of the Capitol clients.

Multi-Year Projects (\$000)	
	Request Amount
Line Item Construction Program Projects:	
Summerhouse Restoration, CG.....	2,298
Capitol Square Infrastructure Repair, CG.....	862
Total	3,160
Other Projects:	
Minor Construction.....	2,000
Total	2,000
Total Project Request	5,160

Minor Construction

\$2,000K

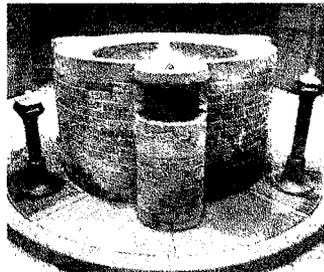
Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Capitol Grounds appropriation.

Capitol Grounds



Project Title: Summerhouse Restoration, CG

Request: \$2,298K



Project Description: This project restores 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 includes:

- 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.
- Replacement of historically inaccurate past repairs with custom fabricated bricks.
- Reconstruction of displaced block end walls to their original positions.
- Removal of existing concrete flooring and 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 uses more than 3,950,000 gallons of water per year. Potential utility savings estimated at \$28,647 per year cannot be realized without a recirculating system in place.
- The historical fabric of the Summerhouse continues to be lost as the bricks deteriorate.

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, 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

Program Funding Overview:

Summerhouse Restoration, CG - Total Summary (\$000)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	98					98
Design	340					340
Construction (Stabilization) ¹	539					539
Construction				2,298		2,298
Total	977	-	-	2,298	-	3,275

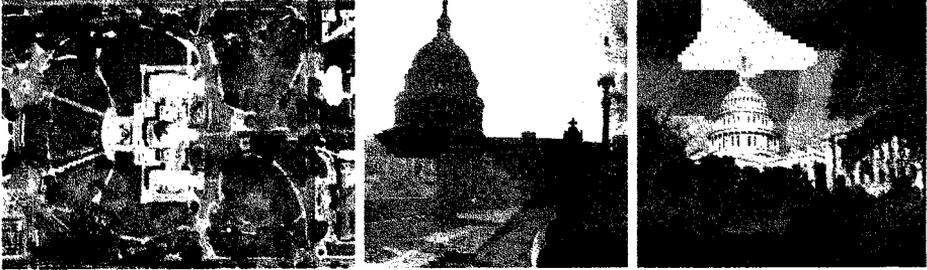
¹\$539K was provided in FY 2008 for the stabilization of the Summerhouse. This project prevented further deterioration, but did not provide for any restoration of the Summerhouse.



Capitol Grounds

Project Title: Capitol Square Infrastructure Repair, CG

Request: \$862K



Project Description (Study): Capitol Square encompasses the 56 acres of grounds surrounding the U.S. Capitol. Designed in 1874 by Frederick Law Olmsted, Capitol Square was planned with the clear purpose of providing a gracious, functional and appropriate setting for the Capitol. The study phase includes a series of investigations to evaluate the existing utilities and infrastructure, security and lighting, provides updates to the existing Air Intake Tunnel study and assesses future storm water management requirements per District Department of the Environment (DDOE) regulations. The survey information from the study will assist in preparing a Program of Requirements for the design phase. The design phase to be submitted in a subsequent LICP will include Capitol Square's restoration to the period of significance (1874 to 1894). Restoration scope includes:

- Site and landscape improvements such as site re-grading, soil renewal, lawn reseeded and tree renewal.
- Improvements to pedestrian accessibility through paving and curbs.
- Olmsted wall restoration.
- Upgrades to the air intake tunnels to the Capitol.

Risk and Impact If Not Funded: Risk of infrastructure failure due to deteriorating condition and lack of repair. Installations below and above ground resulted in clutter of various infrastructure systems with problems continuing to mount with additional equipment/systems. Capitol Square restoration cannot proceed without addressing infrastructure needs and repair to avoid potential risks and additional problems, which could result in multiple disturbances to the Capitol Square grounds. Restoration is needed to stabilize and repair historic features present during the period of significance.

Cost of Recurring Operations:

- Current operational costs are \$123,000 annually including landscape maintenance, minor masonry work and ongoing plumbing/fountain servicing.
- Following the restoration, operations and maintenance costs could increase due to the added and required stormwater Best Management Practices (BMPs).

Citation Driven: No.

Client Request: No.

Capitol Grounds



Program Funding Overview:

Capitol Grounds Infrastructure Needs - Total Summary (2010)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study				862		862
Design					TBD	-
Construction					TBD	-
Total	-	-	-	862	-	862



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, Senate Employees Child Care Center, Daniel Webster Page Dorm, Robert A. Taft Memorial, the Monocle Building, Blue Plains Warehouse, 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 and elevator systems. Daily operations include cleaning, recycling, loading dock operations, Committee hearing room and events preparations and floor care. The SOB also manages lease operations and maintenance contracts for the Secretary of the Senate and the Senate Sergeant at Arms, including Warehouse, Printing & Graphics and Direct Mail Operations. Additional leases include warehouses and administrative spaces at the Postal Square Building, the Government Printing Office and various locations in Landover, Maryland.



Senate Office Buildings

AREAS OF RESPONSIBILITY

Facility Name/Type	Location	Year Built or Acquired & Age	Area (square feet)	Deferred Maintenance	Capital Renewal	Backlog	
Monocle Restaurant	Washington, DC	1885 129	7,764	\$1,028,000	\$14,000	\$1,042,000	
Russell Senate Office Building	Washington, DC	1908 106	698,921	\$28,085,000	\$8,776,000	\$36,861,000	
Webster Hall Page Dormitory	Washington, DC	1930 84	20,870	\$0	\$84,000	\$84,000	
Senate Underground Garage	Washington, DC	1932 82	85,284	\$15,520,000	\$468,000	\$15,988,000	
Dirksen Senate Office Building	Washington, DC	1958 56	752,963	\$751,000	\$12,084,000	\$12,835,000	
Robert A. Taft Memorial	Washington, DC	1959 55	1,700	\$397,000	\$1,000	\$398,000	
Hart Senate Office Building	Washington, DC	1982 32	1,271,030	\$21,170,000	\$19,567,000	\$40,737,000	
Senate Storage Building*	Washington, DC	1993 21	20,921	\$0	\$123,000	\$123,000	
Senate Day Care Center	Washington, DC	1998 16	9,978	\$3,000	\$182,000	\$185,000	
Senate Mail Handling Facility *	Landover, MD	2008 6	52,500	\$182,000	\$46,000	\$228,000	
Projects Across Multiple Facilities	Washington, DC	Varies	Varies	\$1,600	\$0	\$1,600	
Total				2,921,931	\$67,137,600	\$41,345,000	\$108,482,600

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.

* FY2014 Facility assessment in progress.

HIGHLIGHTS

- Completed fire life safety system upgrades in the Russell Senate Office Building Rotunda 1st and 2nd floors. Upgrades included installing automatic sprinkler and fire alarm systems in the historic rotunda while preserving the ornate features of this landmark building.
- Infrastructure Improvements Phase II & III of the Dirksen Senate Office Building included the upgrade of nine air handling units and associated mechanical and electrical support systems. Additionally, the project included upgrading the air handling unit controls to direct digital controls. This project contributed to the SOB's energy reduction goals.
- Installation of fall protection systems for the Russell Senate Office Building and Legislative Garage included the construction and certification of a fall protection system that meets the current safety standards. The multiple track-type systems and individual anchors are essential to assure safe operations and the safety of all personnel accessing the repairs and maintenance activities.

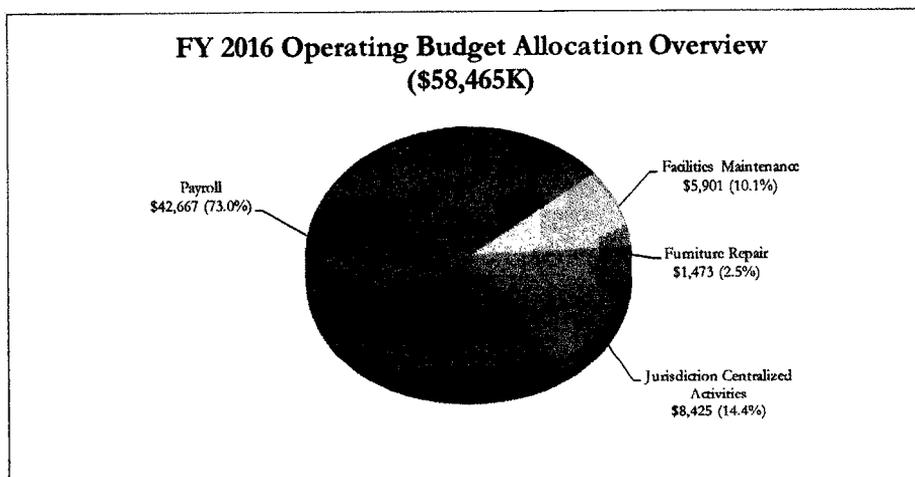


Senate Office Buildings

OPERATING BUDGET SUMMARY:

FY 2016 BUDGET REQUEST ALLOCATION

The Senate Office Buildings' Operating Budget 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: Facilities Maintenance, Furniture Repair, Jurisdiction Centralized Activities, and Payroll. The Facilities Maintenance program group funds equipment, materials and maintenance contracts that are necessary for the SOB staff to perform the required work. The Furniture Repair program group provides funding for repairs to a portion of the Senate furniture. The Jurisdiction Centralized Activities program group funds overall jurisdiction functions required to enable performance of the work in support of Congress, including leases, training and safety apparel. The Payroll program group funds the in-house labor necessary to support Congress in the SOB facilities. Using a zero-based budgeting approach, focus was placed on improving our outstanding client services and stewardship.



The **Facilities Maintenance** Program Group accounts for 10.1% 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; legislative clocks; building preservation; and cleaning and recycling operations. This request also provides for client services such as hearing set-up; millwork; garage operations; elevator and subway conveying systems; and painting, upholstery and off-site mail facility maintenance services. Other critical functions provided by this funding request include hazardous materials abatement, physical security support and historic preservation. In addition, this request supports the Senate Restaurant operations and facilities in the SOBs.



Senate Office Buildings

OPERATING BUDGET SUMMARY (continued)

The **Furniture Repair** Program Group accounts for 2.5% of the SOB budget. This includes supplies, material, equipment and contracted services. This program provides furniture and furnishings to all offices in the Senate Office Buildings. New furniture and furnishings are procured, supplied and inventoried. Existing furniture are refinished under this program. The request also supports ergonomics assessments, inventory, care and preservation of historic furniture and furnishings assigned to the SOB.

The **Jurisdiction Centralized Activities** Program Group accounts for 14.4% of the SOB budget. The request supports leasing, contract maintenance and cleaning operations for off-site Senate support functions. It also supports Senate Sergeant at Arms and the Secretary of the Senate administrative and warehouse leasing operations at the Postal Square Building, the Government Printing Office, and Landover, MD. The remaining funds support activities such as training, emergency preparedness and employee safety that directly contribute to the AOC's ability to support Congressional operations.

Lease Type	Location	Area (square feet)	Leased from	Contract Award Date	Contract End Date	FY 2016 Total Cost
SSAA/SecSen Warehouse Facility	Landover, MD	100,000	Private Sector	Oct 2005	Sep 2025	\$1,073,000
SSAA Printing, Graphics & Direct Mail Facility	Landover, MD	90,000	Private Sector	Mar 2011	Mar 2016	\$1,251,695
SSAA Office Support (Postal Square)	Washington, DC	120,911	GSA	May 1992	May 2022	\$5,214,788
GPO - SSAA Admin	Washington, DC	5,450	GPO	Oct 2010	Sep 2016	\$196,470
GPO - SAA Cabinet	Washington, DC	13,752	GPO	Oct 2012	Sep 2016	\$175,100
GPO - Senate Furniture/Refinishing	Washington, DC	44,700	GPO	Oct 2007	Sep 2016	\$381,088
Total						\$8,292,141

Note: SSAA/SecSen Warehouse, PGDM and Postal Square Building lease cost include all operation and maintenance charges.

The **Payroll** Program Group accounts for 73% of the SOB budget, and funds salaries and benefits for employees specifically supporting the appropriation. Client Services, Facilities Maintenance, Facility Operations, Project Delivery, Jurisdiction Support Services, and the preservation of the Senate's Heritage Assets all are funded through the SOB's payroll program group.



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 buildings, which include 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 in Landover, Maryland, the leased spaces 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 and drapes, and provides hearing rooms and 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 the Dirksen and Hart buildings, and the Senate Underground Garage.

Total Budget (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	56,990	54,580	57,825	58,465	640
Multi-Year Projects	16,000	1,603	36,488	26,283	(10,205)
Total	72,990	56,183	94,313	84,748	(9,565)

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	5,936	5,513	5,770	5,900	130
Furniture Repair	1,094	1,573	1,450	1,473	23
Jurisdiction Centralized Activities	9,510	9,123	8,312	8,425	114
Payroll	40,450	38,370	42,293	42,667	374
Total	56,990	54,580	57,825	58,465	640

Multi-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Total	16,000	1,603	36,488	26,283	(10,205)

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



Senate Office Buildings

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
Senate Office Buildings	498	-	-	498

Object Class (\$000)				
Object Class	FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11 Personnel Compensation	31,343	30,487	30,757	269
12 Personnel Benefits	12,137	11,806	11,910	104
21 Travel	3	5	5	-
22 Transportation of Things				
23 Rent, Communications and Utilities	7,312	7,330	7,438	108
24 Printing and Reproduction	-	-	-	-
25 Other Contractual Services	7,697	6,356	3,600	(2,756)
26 Supplies and Materials	2,933	3,221	3,500	279
31 Equipment	1,570	1,300	1,202	(98)
32 Land and Structures	14,519	33,805	26,333	(7,472)
42 Insurance Claims and Indemnities	-	3	3	-
Total	77,514	94,313	84,748	(9,565)

¹ FY 2014 Actuals represent total obligations of funds incurred irrespective of the year of appropriation. Personnel Compensation and Personnel Benefits include payroll and project-funded obligations.



Senate Office Buildings

FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	498	94,313
Non-Recurring Costs		
Senate Underground Garage Renovations & Landscape Restoration, Phase I.....		(19,300)
Exterior Envelope Repair & Restoration, Phase II, East Facade, RSOB.....		(12,188)
Minor Construction.....		(5,000)
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(658)
Total Program Decreases		<u>(37,146)</u>
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		134
FY 2016 Cost-of-Living Adjustment of 2.2%.....		608
FY 2016 Within Grade Increase.....		290
Total Mandatory Pay Related Costs		<u>1,032</u>
Price Level Changes		
Facilities Maintenance.....		130
Furniture Repairs.....		23
Jurisdiction Centralized Activities.....		5
Total Price Level Changes		<u>158</u>
Program Increases:		
Jurisdiction Centralized Activities.....		108
Multi-Year Projects:		
Exterior Envelope Repair & Restoration, Phase III, West Façade, RSOB.....		10,182
Senate Underground Garage Renovations & Landscape Restoration, Phase IB.....		8,200
Kitchen Exhaust System Upgrade, Phase III, DSOB & RSOB.....		1,732
Exterior Envelope Rehabilitation, HSOB.....		1,169
Minor Construction.....		5,000
Total Program Increases		<u>26,391</u>
Net Increase/Decrease		<u>(9,565)</u>
Total Appropriation	498	<u>84,748</u>

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.

Operating Program (\$000)						
Program Groups	FY 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	5,770	-	130	-	5,900	130
Furniture Repair	1,450	-	23	-	1,473	23
Jurisdiction Centralized Activities	8,312	-	5	108	8,425	114
Payroll	42,293	-	374	-	42,667	374
Total	57,825	-	532	108	58,465	640

Program Groups – Analysis of Change

Mandatory Pay and Price Increases requirement of **\$640K**, reflect Congressional Budget Office estimated funding of **\$158K** for non-pay 1.9% inflation increases and **\$89K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4% for the Federal Employee Health Benefits program and Within Grade adjustment

Jurisdiction Centralized Activities

The program increase of **\$108K** reflects mandatory increases in lease and maintenance costs per contractual agreement.

Impact if not funded: Leases are must-pay requirements, so other programs will be reduced or cut to ensure that the leases are fully funded.



Senate 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 emergencies, the Members, Committees and other Architect of the Capitol clients.

Multi-Year Projects (\$000)	
	Request Amount
Line Item Construction Program Projects:	
Exterior Envelope Repair & Restoration, Phase III, West Façade, RSOB.....	10,182
Senate Underground Garage Renovations & Landscape Restoration, Phase IB.....	8,200
Kitchen Exhaust System Upgrade, Phase III, DSOB & RSOB.....	1,732
Exterior Envelope Rehabilitation, HSOB.....	1,169
Total	21,283
Other Projects:	
Minor Construction.....	5,000
Total	5,000
Total Project Request	26,283

Minor Construction

\$5,000K

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: Exterior Envelope Repair & Restoration, Phase III, West Façade, RSOB **Request:** \$10,182K



Project Description: The Russell Senate Office Building (RSOB) recently passed its 100th anniversary and is showing its age. This project is divided into five phases that correspond to the 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 includes both the street and courtyard exterior walls of that side of the building. Phase III addresses repair and restoration of the west segment of the exterior envelope. The work includes:

- 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.
- 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 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

Program Funding Overview:

Exterior Envelope Repair & Restoration, All Phases, RSGB - Total Summary (\$000)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	236					236
Design	1,113					1,113
Construction (Phase I, North)		8,700				8,700
Construction (Phase II, East)			12,188			12,188
Construction (Phase III, West)				10,182		10,182
Construction (Phase IV, South)					9,734	9,734
Construction (Phase V, Southwest)					3,277	3,277
Total	1,349	8,700	12,188	10,182	13,011	45,430



Senate Office Buildings

Project Title: Senate Underground Garage Renovations & Landscape Restoration, Phase IB

Request: \$8,200K



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 restores 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 refurbishes all occupied spaces and the parking garage interior surfaces. Phase IA restores the entire upper plaza waterproofing and associated stonework. Phase IB restores:

- Waterproofing at the upper plaza fountain and associated stonework.
- Waterproofing at the middle plaza cascading wall fountain and associated stonework.
- South approach walkways hardscape and softscape.
- Waterproofing at north wall of garage ramp.

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.

- New filtration and recirculation systems result in operational and water cost savings.
- The Senate Parks is identified as a Heritage Asset and Cultural Landscape. This project addresses the deteriorated conditions at the fountains and seeks to preserve their historic importance.

Cost of Recurring Operations:

- Accomplishing this project increases water efficiency for the upper and middle plaza fountains and saves future maintenance costs for stonework repair.

Citation Driven: No.

Client Request: There is significant Committee support for this request.



Senate Office Buildings

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded ¹	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						
Design						
Construction (Phase IA)			19,300			19,300
Construction (Phase IB)				8,200		8,200
Construction (Phase II)					6,599	6,599
Construction (Phase III)					18,680	18,680
Total	-	-	19,300	8,200	25,279	52,779

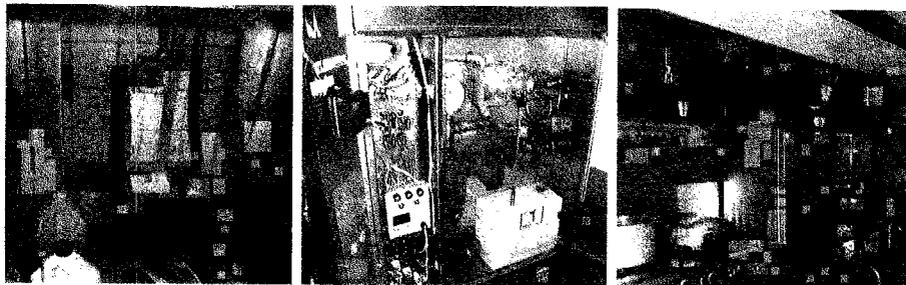
¹\$30,596 was requested for Phase I in FY 2015 and \$19,300 for Phase IA was funded.

Senate Office Buildings



Project Title: Kitchen Exhaust System Upgrade, Phase III, DSOB & RSOB

Request: \$1,732K



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 in order to keep the Dirksen Senate Office Building (DSOB) North Servery and Russell Senate Office Building (RSOB) carryout operational during construction. Phase I of the DSOB kitchen exhaust system upgrade was funded in FY 2014 and replaces designated exhaust systems with a code compliant system. Phase II, requested in FY 2015, renovates designated kitchen exhaust systems in the DSOB to comply with the current fire safety code. Phase III renovates the remaining exhaust hoods in the DSOB and the hood in the RSOB carryout kitchen and includes:

- Removal of existing black steel kitchen exhaust ductwork and installation of new kitchen exhaust ductwork made of stainless steel, wrapped with two-hour rated enclosure and added ductwork cleanouts where required.
- Replacement of existing fans and repositioning of the ventilation hood over the cooking area.
- Creation of access openings in shafts and patching at the conclusion of the work.
- The work must be a phased installation so that some kitchen operations can continue during construction.

Risk and Impact If Not Funded:

- Fire hazards will continue to exist and occupants are at a greater risk of injury
- There is a risk of significant property damage if the kitchen exhaust system is not upgraded.
- Facility condition index 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 is still required.
- During construction, operation costs are expected to be higher due to the relocation of cooking areas during construction.

Citation Driven: No.

Client Request: No.



Senate Office Buildings

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						-
Design	201					201
Construction (Phase I)		3,300				3,300
Construction (Phase II) ¹						-
Construction (Phase III)				1,732		1,732
Total	201	3,300	-	1,732	-	5,233

¹Phase II is anticipated to start in April 2016.

Senate Office Buildings



Project Title: Exterior Envelope Rehabilitation, HSOB

Request: \$1,169K



Project Description (Design): In late 2011 to early 2012, a failure of the stone soffit anchorage was discovered in the northern part of the east elevation of the Hart Senate Office Building's 9th floor. This soffit was inspected up close with the aid of a lift and it was noted that the stone was not plumb, but several inches out of alignment. The soffit stones to either side of the failure were also inspected and they appeared to be in sound condition. The failed stone was then removed and its anchorage inspected. Two of the four metal anchors were sheared in two and the others bent. The failed soffit condition was repaired and the stone re-attached. It was determined that the composition of the grout contributed to the accelerated failure of the metal anchors. Existing conditions at the rest of the building require testing and assessment. This project develops construction documents to include:

- Cleaning and repair of masonry, metals at window, window walls and balcony rails.
- 100% removal and replacement of masonry panel gaskets.
- 100% removal and replacement of window/door perimeter sealant.
- Removal and replacement of faulty drain gaskets and installation of new sealant.
- Removal of non-compliant fall protection system on façade.
- Removal of existing bird proofing and installation of a new bird proofing system.

Risk and Impact If Not Funded:

- There are potentially other stone panels in other areas of the building that may have failures similar to those that occurred in late 2011. Because these conditions remain unknown, there is a potential risk to the life safety of the building occupants and visitors.
- Risk that the condition of the exterior facade continues to degrade.

Cost of Recurring Operations:

- Not undertaking this work delays the process of addressing significant envelope problems and results in increased future maintenance and repair costs. Due to the state of exterior envelope, the AOC monitors the condition on a regular basis.

Citation Driven: No.

Client Request: No.

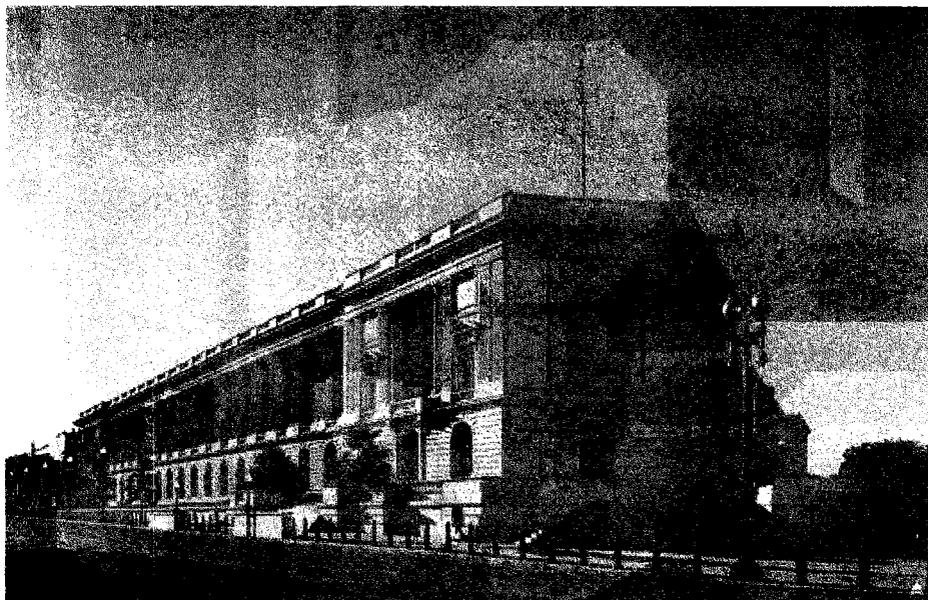


Senate Office Buildings

Program Funding Overview:

Senate Office Buildings - All Phases - TBD - Total Summary (000)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	193					193
Design				1,169		1,169
Construction					TBD	-
Total	193	-	-	1,169	-	1,362

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 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 provides quality performance and responsiveness by ensuring 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) House Office Buildings; the former House Page Dormitory; the House garages; and House subway. 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

AREAS OF RESPONSIBILITY

Facility Name/Type	Location	Year Built or Acquired & Age		Area (square feet)	Deferred Maintenance	Capital Renewal	Backlog
Cannon House Office Building	Washington, DC	1908	106	826,465	\$48,370,000	\$79,926,000	\$128,296,000
Longworth House Office Building	Washington, DC	1933	81	702,608	\$42,635,000	\$24,282,000	\$66,917,000
Ford House Office Building	Washington, DC	1939	75	594,966	\$1,579,000	\$12,988,000	\$14,567,000
House Page Dormitory	Washington, DC	1940	74	35,317	\$36,000	\$839,000	\$875,000
Rayburn House Office Building	Washington, DC	1965	49	2,395,914	\$127,547,000	\$94,471,000	\$222,018,000
Underground Garage (East)	Washington, DC	1968	46	287,931	\$386,000	\$0	\$377,000
Underground Garage (West)	Washington, DC	1968	46	287,477	\$245,000	\$23,000	\$268,000
Total				5,130,678	\$220,798,000	\$212,529,000	\$433,318,000

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.

HIGHLIGHTS

- The Mechanical Systems Branch of the HOB Superintendent's Office, in conjunction with Centennial Contractors Enterprises, Inc., replaced the isolation valves in the domestic water system of the Rayburn House Office Building. These valves were original to the construction of the building in the early 1960s, and were designed to allow each quadrant of the building to be separated from the others. Over the years, these valves had failed, resulting in the need to drain the entire building at times rather than just the section that needs attention. The Mechanical Systems Branch took advantage of this project and also replaced approximately 200 feet of domestic hot water piping in the RHOB basement that had developed frequent leaks.
- To reduce steam usage, the HOB Superintendent's Office, with the assistance of AOC's Construction Division, replaced 166 steam traps throughout the Longworth House Office Building on the building's radiator system. Many of these traps were original to the building and were no longer holding the steam pressure in the piping system. This project abated the asbestos containing insulation, installed the new steam trap, and installed new insulation. Several of these traps were located in secure locations such as the Congressional Federal Credit Union and United States Capitol Police areas.

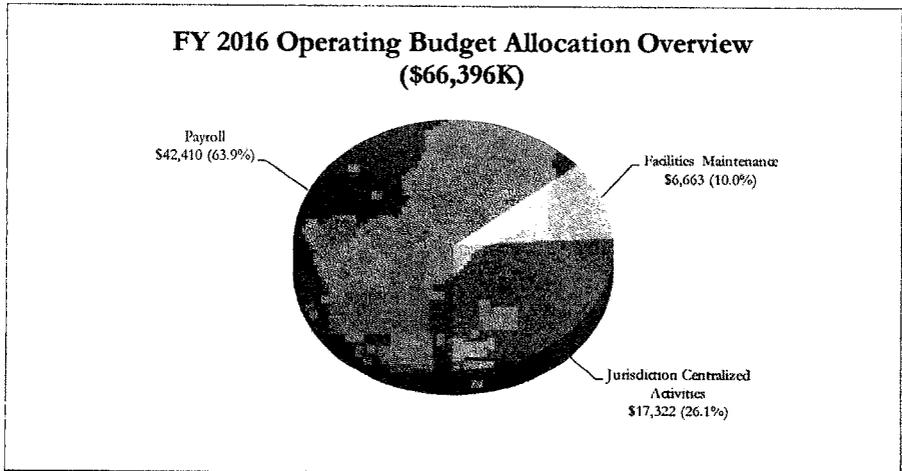


House Office Buildings

OPERATING BUDGET SUMMARY:

FY 2016 BUDGET REQUEST ALLOCATION

The Operating Budget of the House Office Buildings (HOB) 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 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 **Facilities Maintenance** Program Group accounts for 10.0% 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 funding request will also provide for the ongoing operational support to clean and perform custodial work and requested customer services of all spaces within the HOB facilities.



House Office Buildings

OPERATING BUDGET SUMMARY (continued)

The **Jurisdiction Centralized Activities** Program Group accounts for 26.1% 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. This funding level provides for the lease of facilities including the Thomas P. O'Neill, Jr. Federal Building and space for the Office of Congressional Ethics in the Capitol View Building. In addition, this funding level will provide the required and critical training to maintain certifications, comply with safety regulations and provide for continuing education of the workforce, uniform allowance and safety apparel for HOB jurisdiction employees. The funding level requested will also provide for emergency preparedness, such as the review of and updates to the emergency response plan.

Lease Type	Location	Area (square feet)	Leased from	Contract Award Date	Contract End Date	FY 2016 Total Cost
Capitol View Building - Office of Congressional Ethics	Washington, DC	4,644	Private Sector	Sep 2009	Feb 2015	\$312,000
Thomas P. O'Neill, Jr. Federal Building	Washington, DC	257,346	GSA	Feb 2013	Feb 2023	\$15,965,363
Total						\$16,277,363

The **Payroll** Program Group accounts for 63.9% 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 such as painting and carpentry in all spaces within the HOB.



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 Page Dormitory; the House garages; and the House subway.

Total Budget (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	62,522	58,515	64,622	66,396	1,774
Multi-Year Projects	9,100	689	24,825	23,886	(939)
No-Year Projects	70,000	19,350	70,000	70,000	-
Total	141,622	78,554	159,447	160,282	835

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	4,446	5,813	5,620	6,663	1,043
Jurisdiction Centralized Activities	17,331	9,371	16,952	17,322	370
Payroll	40,745	38,694	42,050	42,410	361
Annual-Funded Projects	-	4,637	-	-	-
Total	62,522	58,515	64,622	66,396	1,774

Multi-Year and No-Year Projects (\$000)					
Projects	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Multi-Year Projects	9,100	689	24,825	23,886	(939)
No-Year Projects	70,000	19,350	70,000	70,000	-
Total	79,100	20,039	94,825	93,886	(939)

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



House Office Buildings

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
House Office Buildings	503	-	-	503

Object Class (\$000)					
Object Class		FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11	Personnel Compensation	32,863	30,811	31,075	264
12	Personnel Benefits	11,987	11,239	11,335	96
21	Travel	23	24	31	7
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	7,902	16,584	17,100	516
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	9,636	9,700	9,741	40
26	Supplies and Materials	4,236	4,500	7,372	2,872
31	Equipment	747	520	556	36
32	Land and Structures	11,160	86,065	83,068	(2,997)
42	Insurance Claims and Indemnities	-	4	4	-
Total		78,554	159,447	160,282	835

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include project-funded estimated obligations.



House Office Buildings

FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	503	159,447
Non-Recurring Costs		
Garage Rehabilitation, Phase I, RHOB.....		(17,825)
Minor Construction.....		(7,000)
House Historic Buildings Revitalization Trust Fund.....		(70,000)
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(677)
Total Program Decreases		(95,502)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		131
FY 2016 Cost-of-Living Adjustment of 2.2%.....		615
FY 2016 Within Grade Increase.....		292
Total Mandatory Pay Related Costs		1,038
Total Price Level Changes		
Facilities Maintenance.....		93
Jurisdiction Centralized Activities.....		17
Total Price Increases		110
Program Increases:		
Facilities Maintenance.....		950
Jurisdiction Centralized Activities.....		353
Multi-Year Projects:		
Garage Rehabilitation, Phase I, RHOB.....		13,226
Minor Construction.....		7,000
CAO Project Support.....		3,660
No-Year Projects:		
House Historic Buildings Revitalization Trust Fund.....		70,000
Total Program Increases		95,189
Net Increase/Decrease		835
Total Appropriation	503	160,282



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 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	5,620	-	93	950	6,663	1,043
Jurisdiction Centralized Activities	16,952	-	17	353	17,322	370
Payroll	42,050	-	361	-	42,410	361
Total	64,622	-	471	1,303	66,396	1,774

Program Groups - Analysis of Change

Mandatory Pay and Price Increases requirement of **\$471K**, reflects Congressional Budget Office estimated funding of **\$110K** for non-pay 1.9% inflation increases and **\$361K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4.0% for the Federal Employee Health Benefits program and Within Grade Increase adjustment).

Facilities Maintenance

The program increase of **\$950K** reflects funding requirements needed to support and restore critical maintenance and contractual program needs as it relates to the increased rising cost of supplies and materials needed to maintain House Office Buildings operations.

Impact if not Funded: This will cause facility damage if certain maintenance is not performed. Service interruptions will be expected, and client services will be greatly impacted.

Jurisdiction Centralized Activities

The program increase of **\$353K** reflects funding needed to support and restore critical maintenance and contractual program needs as it relates to the increased rising cost of contractual leases, waste management, gas and oil, emergency preparedness, training and uniforms.

Impact if not Funded: This would result in significant impact to our Jurisdiction Centralized activities. Leases and contracts are mandatory expenses via contract agreements, and cannot be reduced. A loss of funding for safety apparel, uniforms for new hires, and training would adversely affect HOB's ability to meet its mission.



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 emergencies, the Members, Committees, and other Architect of the Capitol clients.

Multi-Year Projects (\$000)		Request Amount
Line Item Construction Program Projects:		
Garage Rehabilitation, Phase I, RHOB.....		13,226
	Total	13,226
Other Projects:		
Minor Construction.....		7,000
CAO Project Support.....		3,660
	Total	10,660
	Total Project Request	23,886

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.



House Office Buildings

CAPITAL MULTI-YEAR PROJECTS SUMMARY (continued)

CAO Project Support

\$3,660K

Support for U.S. House of Representatives Chief Administrative Officer requests:

- **Hearing Room Design & Infrastructure for Audio/Multimedia.** With each update of the audiovisual components and renovation of a Committee Hearing room, there is work that has to be done by the AOC. Recently, renovations have been more costly due to the requirement to make the dais ADA compliant. There are several main hearing rooms currently in different stages of being renovated. It is projected that three major committee hearing rooms will be renovated in 2016, requiring approximately \$1 million in AOC infrastructure work per room. **(\$3,000K)**
- **Food Service Equipment Replacement and Infrastructure.** Much of the food service equipment is beyond its normal lifecycle. There are numerous infrastructure upgrades that are required to bring the kitchen operations up to current building and health codes. Additionally, much of the equipment is not energy efficient resulting in a significant waste of energy. **(\$660K)**

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.

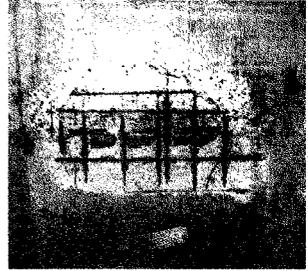
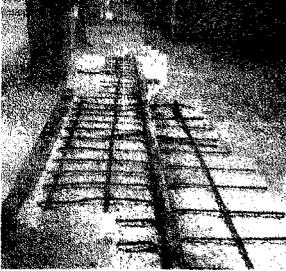
No-Year Projects (\$000)		Request Amount
No-Year Construction Projects:		
House Historic Buildings Revitalization Trust Fund.....		70,000
Total Project Request		70,000



House Office Buildings

Project Title: Garage Rehabilitation, Phase I, RHOB

Request: \$13,226K



Project Description: The Rayburn House Office Building was constructed in 1965 and consists of five 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 Building parking garage structural framing is required to maintain the safety and security of Congress and staff.

- An engineering study completed in February 2000 identified severe corrosion of the reinforcing steel as well as spalling and delaminating of the concrete slabs 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 immediate required repairs and provided a prioritized plan for the remaining work.
- This project includes architectural modifications for life safety, accessibility, lighting, electrical, mechanical, plumbing, fire protection, and physical security.
- This project is 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 Building garage is in need of a 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. The previously implemented interim thru-slab replacement program established to keep pace with localized failures is no longer a viable option. The concrete failures have increasingly become larger and can no longer be replaced due to the size of the failure and the location of the concrete expansion joints. Presently, temporary safety measures have been put in place to prevent the deteriorated concrete falling on to cars and pedestrians in the garage.

Cost of Recurring Operations:

- From 2004 to 2014, nearly \$975,000 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

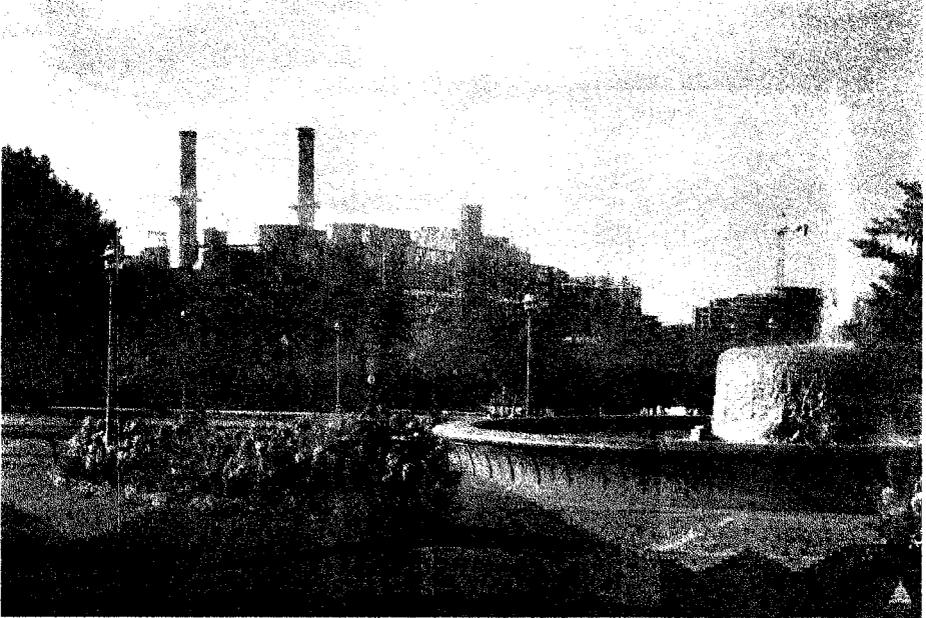
Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded ¹	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	497					497
Design	1,059					1,059
Construction, Phase I			17,825	13,226		31,051
Construction, Phase II					30,430	30,430
Construction, Phase III					32,220	32,220
Construction, Phase IV					35,127	35,127
Total	1,556	-	17,825	13,226	67,347	130,384

¹\$30,497K was requested in FY 2015 and \$17,825 was funded. \$13,226K represents the balance for the FY 2016 requirement.



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. It 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 and House office buildings and 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

AREAS OF RESPONSIBILITY

Facility Name / Type	Location	Year Built or Repaired & Age	Area (square feet)	Deferred Maintenance	Capital Renewal	Backlog	
Generator Building	Washington, DC	1909	105	30,542	\$2,870,000	\$15,000	\$2,885,000
Main Boiler Plant	Washington, DC	1909	105	74,820	\$12,919,000	\$30,836,000	\$43,755,000
East Refrigeration Plant	Washington, DC	1937	77	22,696	\$87,000	\$15,000	\$102,000
East Tower Load Center	Washington, DC	1964	50	1,190	\$74,000	\$0	\$74,000
Administration Building	Washington, DC	1978	36	19,085	\$54,000	\$638,000	\$692,000
West Refrigeration Plant	Washington, DC	1978	36	122,917	\$10,991,000	\$13,345,000	\$24,336,000
Coal Facilities	Washington, DC	1990	24	126,487	\$96,000	\$0	\$96,000
Storage Building (Butler Building)*	Washington, DC	2003	11	2,400	\$0	\$0	\$0
Utility Tunnels	Washington, DC	Varies	Varies	123,167	\$992,000	\$21,989,000	\$22,981,000
Projects Across Multiple Facilities	Washington, DC	Varies	Varies	Varies	\$12,889,000	\$6,269,000	\$19,158,000
Total				523,304	\$40,972,000	\$73,107,000	\$114,079,000

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.

Utility Tunnels consist of multiple utility tunnels throughout AOC.

* No assessment

HIGHLIGHTS

- The Capitol Power Plant continued to significantly contribute to the AOC's energy reductions through the implementation of several projects. Chilled water production efficiency was improved with the completion and commissioning of the Refrigeration Plant Revitalization Program Phase I chillers. The CPP also expanded the capacity of the free cooling system by adding an additional heat exchanger and increasing use of the free cooling system by 35% in FY 2014, compared to FY 2013.
- During the winter of 2013-2014, the CPP staff continued to provide extraordinary service and meet the utility needs of the Capitol campus when Federal offices closed for five days due to the weather and the "Polar Vortex".

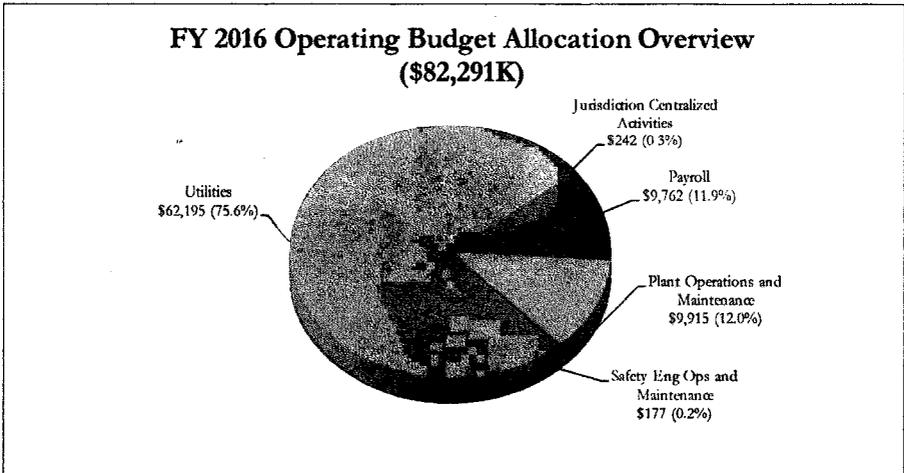


Capitol Power Plant

OPERATING BUDGET SUMMARY:

FY 2016 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 **Jurisdiction Centralized Activities** Program Group accounts for 0.3% of the Capitol Power Plant (CPP) budget and funds primarily safety training, emergency preparedness and employee uniforms. Training and travel are used primarily for required Architect of the Capitol and safety training. The Emergency Preparedness accounts cover costs associated with program review and support in emergency preparedness exercises, and updating current emergency preparedness plans and policies. Employee uniforms are funded with the remaining funds, which provide clothing in accordance with the AOC uniform policy.

Asset Type	Location	Asset	Leased from	Contract Award Date	Contract End Date	FY 2016 Total Cost
Railroad Track	Washington, DC	748 ft of track	Private Sector	Jan 2003	May 2024	\$43,704

The **Payroll** Program Group accounts for 11.9% of the CPP budget and funds salaries and benefits for employees specifically supporting the appropriation. 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. Client services work provides operation and maintenance within the utility distribution system to all customer buildings. Associated work with project delivery accounts provides for planning, scope preparation, project review, contract administration, and client coordination. Work associated with support services accounts provides inventory, human resources, financial and procurement support.



Capitol Power Plant

OPERATING BUDGET SUMMARY (continued)

The **Plant Operations and Maintenance** Program Group accounts for 12.0% of the CPP 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 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 accounts provide repairs, maintenance, and chemicals to boiler and refrigeration equipment.

The **Safety Engineering Operations and Maintenance** Program Group accounts for 0.2% of the CPP Power Plant budget and funds personal protective equipment, safety supplies, equipment, inspections and certifications. Personal protective equipment and safety supplies accounts provide equipment such as specialized safety clothing (arc flash protection apparel, safety shoes, safety glasses, confined space entry meters, fall protection devices and ear protection). Safety inspections and certifications accounts provide fire system inspections, boiler and refrigeration plant inspections.

The **Utilities** Program Group accounts for 75.6% of the CPP budget and funds all utilities including steam and chilled water 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, Library of Congress facilities at Ft. Meade, the Alternate Computing Facility, the Senate Sergeant at Arms Mail Facility and payment for the Energy Savings Performance Contracts (ESPC) for the Senate office buildings, House office buildings and U.S. Capitol. The funds requested will be used for electricity costs, natural gas, ESPC payment, fuel oil, water and sewer services, steam and chilled water, and related utility studies and energy reduction services.

Utilities Funding Allocation (\$000)			
Utilities	FY 2015 Enacted	Adjustments	FY 2016 Request
Gas Service	16,750	-	16,750
Electrical Energy	32,461	-	32,461
Steam	630	-	630
Chilled Water	1,735	(318)	1,417
Water & Sewer	6,710	159	6,869
Fuel-Oil	2,591	-	2,591
Postal Square	721	-	721
Solid Fuel	500	-	500
Energy Saving Performance Contracts	9,097	159	9,256
Reimbursement, Steam & Chilled Water	(9,000)	-	(9,000)
Total	62,195	-	62,195



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 and House office buildings and 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.

Total Budget (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
Operating Budget	84,178	89,427	81,966	82,291	325
Multi-Year Projects	32,500	18,752	8,686	38,512	29,826
Total	116,678	108,179	90,652	120,803	30,151

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
Jurisdiction Centralized Activities	237	208	237	242	5
Payroll	9,755	9,169	9,648	9,761	114
Plant Operations and Maintenance	9,712	9,071	9,712	9,915	203
Safety Eng Ops and Maintenance	174	157	174	177	3
Utilities	64,300	70,822	62,195	62,195	-
Total	84,178	89,427	81,966	82,291	325

Multi-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Total	32,500	18,752	8,686	38,512	29,826

¹ FY 2014 Actual obligations can include reprogrammings/transfers from other appropriations. It also includes reimbursable utilities.

² FY 2015 and FY 2016 request excludes reimbursable utilities.



Capitol Power Plant

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
Capitol Power Plant	85	-	-	85

Object Class (\$000)				
Object Class	FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11 Personnel Compensation	9,445	5,593	5,659	66
12 Personnel Benefits	6,847	4,055	4,102	48
21 Travel	23	10	10	-
22 Transportation of Things	-	-	-	-
23 Rent, Communications and Utilities	55,417	47,400	57,400	10,000
24 Printing and Reproduction	-	-	-	-
25 Other Contractual Services	63,738	14,577	14,700	123
26 Supplies and Materials	2,451	2,500	2,700	200
31 Equipment	38	40	40	-
32 Land and Structures	3,939	16,476	36,191	19,715
42 Insurance Claims and Indemnities	1	1	1	-
Total	141,899	90,652	120,803	30,151

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include-project-funded estimated obligations.

Capitol Power Plant



FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	85	90,652
Offsetting Collections		9,000
Adjusted, Appropriation, FY 2015.....		99,652
Non-Recurring Costs		
WRP Chiller System Replacement, RPR, Phase IIIS, CPP.....		(4,686)
Minor Construction.....		(4,000)
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(125)
Total Program Decreases		(8,811)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		27
FY 2016 Cost-of-Living Adjustment of 2.2%.....		142
FY 2016 Within Grade Increase.....		69
Total Mandatory Pay Related Costs		238
Total Price Level Changes		
Jurisdiction Centralized Activities.....		5
Plant Operations and Maintenance.....		203
Safety Eng Ops and Maintenance.....		3
Total Price Level Changes		211
Program Increases:		
Multi-Year Projects:		
WRP Chiller System Replacement, RPR, Phase IIIA, CPP.....		29,190
Roof Replacement, PPBP & PPGP, CPP.....		3,697
Cogeneration Management Program, CPP.....		1,625
Minor Construction.....		4,000
Total Program Increases		38,512
Net Increase/Decrease		30,151
Offsetting Collections.....		(9,000)
Total Appropriation	85	120,803



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 Program (\$000)						
Program Groups	FY 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Jurisdiction Centralized Activities	237	-	5	-	242	5
Payroll	9,648	-	114	-	9,761	114
Plant Operations and Maintenance	9,712	-	203	-	9,915	203
Safety Eng Ops and Maintenance	174	-	3	-	177	3
Utilities	62,195	-	-	-	62,195	-
Total	81,966	-	325	-	82,291	325

Program Group - Analysis of Changes

Mandatory Pay and Price Increases requirement of **\$325K**, reflects Congressional Budget Office estimated funding of **\$211K** for non-pay 1.9% inflation increases and **\$114K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4.0% for the Federal Employee Health Benefits program and Within Grade Increase adjustment).



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 emergencies, the Members, Committees and other Architect of the Capitol clients.

Multi-Year Projects (\$000)	
	Request Amount
Line Item Construction Program Projects:	
WRP Chiller System Replacement, RPR, Phase IIIA, CPP.....	29,190
Roof Replacement, PPBP & PPGP, CPP	3,697
Total	32,887
Other Projects:	
Cogeneration Management Program, CPP.....	1,625
Minor Construction.....	4,000
Total	5,625
Total Project Request	38,512

Minor Construction

\$4,000K

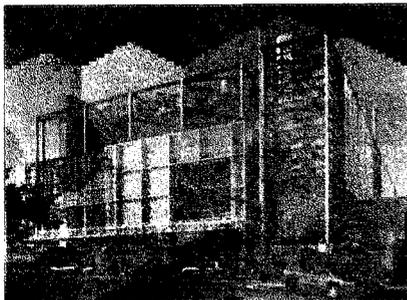
Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Capitol Power Plant appropriation.



Capitol Power Plant

Project Title: WRP Chiller System Replacement, RPR, Phase IIIA, CPP

Request: \$29,190K



Project Description: The existing 6,000-ton centrifugal chillers located in the West Refrigeration Plant (WRP) are more than 35 years old and utilize a Chlorofluorocarbon (CFC) refrigerant. The age and poor efficiency of the existing chillers are producing a significant cost impact to the chilled water generation system and the use of a CFC refrigerant (R-22) results in adverse environmental conditions. The risk of a catastrophic chiller failure increases as we continue to rely on these chillers to provide environmental control beyond their useful life expectancy. Phase III of the Refrigeration Plant Revitalization (RPR) program is divided into sub phases. Sub phase IIIA includes:

- Removal of two existing chillers (Ex. CH-5) and (Ex. CH-6) and primary chilled water pumps (PCHWP-3-5).
- The fill in cooling towers CT-3 & 4 will also be replaced with new fill, supports, and division valve.
- Upgrade of some high voltage electrical deficiencies identified in the West Refrigeration Plant.
- Repairs to the respective basins, including new stainless steel liners in the WRP.
- Installation of a new 5,000 ton variable speed chiller (CH-1) and the associated Variable Frequency Drive (VFD) controller.

Risk and Impact If Not Funded: The West Refrigeration Plant chillers have had failures in the past, utilize an ozone depleting refrigerant that is being phased out, and have declining reliability as they are operated beyond their useful life.

- Increased difficulty in obtaining spare parts required for chiller maintenance and repair.
- West Refrigeration Plant chillers are required to meet the current cooling demands of the Capitol campus. Failure to complete this project will result in current and future capacity deficiencies, potential catastrophic chiller failure, and increased operating, repair, maintenance and energy costs.
- Interruption of chilled water to the Capitol campus will result in compromised environmental conditions in buildings and will impact occupant comfort, IT equipment, and curatorial preservation.

Cost of Recurring Operations: This project will result in a significant increase in chilled water generation efficiency over the replaced 1970s chillers, providing a significant electrical cost savings for the CPP. The proper implementation of multiple VFD chillers will provide even more energy reduction, above and beyond the simple increase in efficiency of individual chillers. In addition, replacement prior to failure will ensure no emergency cooling expenditures (temporary cooling) are required to maintain chilled water distribution to the Capitol campus.

Citation Driven: No.

Client Request: No.



Capitol Power Plant

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated ³	Total Projected Requirement
Design ¹	7,442					7,442
Construction ¹ (Phase I)	16,411					16,411
Construction ¹ (Phase IIA) ²		26,000				26,000
Construction ¹ (Phase IIB) ²	15,694					15,694
Construction ¹ (Phase IIIS)			4,686			4,686
Construction ¹ (Phase IIIA)				28,990		28,990
Construction ¹ (Phase III) ⁴	6,400				76,570	82,970
USCP Overtime		200		200	600	1,000
Total:	45,947	26,200	4,686	29,190	77,170	183,193

¹ Design and construction costs include program management fees.

² FY 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 \$2400K from other sources to fully fund Phase IIB at an updated cost of \$15,694. Phase IIA was funded \$26,200K in FY 2014.

³ FY 2017 – FY 2021 anticipated funding based upon a Program of Requirements completed in 2010. Costs are currently being updated.

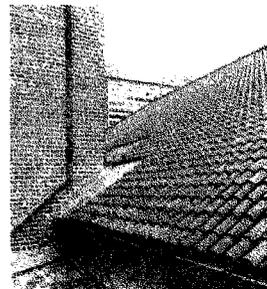
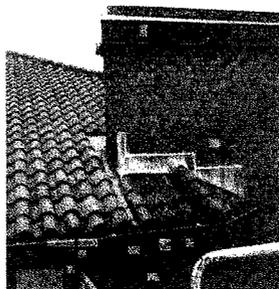
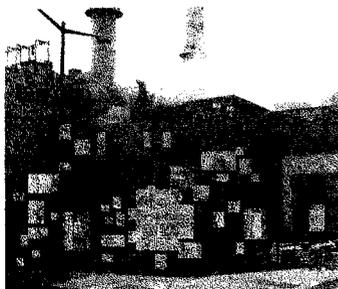
⁴ Phase III will be divided into multiple phases. Costs are currently being updated.



Capitol Power Plant

Project Title: Roof Replacement, PPBP & PPGP, CPP

Request: \$3,697K



Project Description: The Capitol Power Plant's historic existing clay tiled roof is supported by steel framing and cast-in-place concrete roof slabs including one localized area that is uniquely supported by wood framing. The roof over the office areas and the two canopy roofs are in very poor condition and should be replaced. The roofs over the main block, the coal storage and the east refrigeration area should be disassembled and reinstalled with new underlayment and flashings. During the structural investigation, moisture based deterioration was observed, staining of wood where existing broken tiles were identified, and corroded steel and spalled concrete slab edges were noted. Additionally, signs of previous moisture infiltration were noted along joints between the precast concrete planks. The new roof has been designed to maximize longevity while minimizing maintenance. The project will be conducted in a sequence of five phases and includes:

- Removal of the existing terra cotta roof tiles, repair of the roof structure and re-installation of the roof tiles over new underlayment and new waterproofing membrane.
- Cleaning, preparation and painting of all steel structural members supporting the roof.
- Replacement of gutters, downspouts and flashing and replacement of the eave's soffit and exterior cladding.
- Major removal, repair and replacement of ceiling finishes of the affected areas, interior electrical lighting and the building's lightning protection system.

Risk and Impact If Not Funded:

- Tiles on the roof over the office area on the north side of the building are cracked and loose and pose a potential life safety concern especially during storms and strong winds.
- Offices, tools, expensive boiler control systems equipment, electrical switchgear, and lab equipment housed under this roof are at risk of becoming damaged from water penetration.

Cost of Recurring Operations:

- Corrective maintenance costs for roof and interior repairs from water infiltration amount to \$20,000 annually.
- Completion of this project will protect \$700,000K worth of equipment, and reduce the risk of emergency costs from equipment damage in the event of major roof leaks or structural failure of the roof.

Citation Driven: No.

Client Request: No.

Capitol Power Plant



Program Funding Overview:

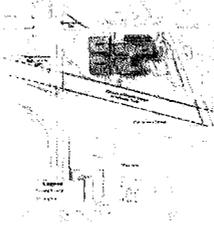
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						
Design	320					320
Construction				3,697		3,697
USCP Overtime						-
Total	320	-	-	3,697		4,017



Capitol Power Plant

Project Title: Cogeneration Management Program, CPP

Request: \$1,625K



Project Description: The project will provide for temporary contractor assistance with project management, construction management, and review and commissioning services. The planned Cogeneration project includes the installation of a gas-fired Cogeneration unit at the CPP's East Refrigeration Plant with all associated required equipment and infrastructure to generate electricity and steam. The East Refrigeration Plant will house the new equipment and other site changes will be made at the CPP to accommodate this new system. Some preparatory work in advance of the new construction contract has already been completed such as demolition of equipment in and adjacent to the East Refrigeration Plant, removal of the existing abandoned cooling towers, remediation of some unforeseen hazardous materials and activities related to obtaining permits. The design and construction work will be accomplished through a Utility Energy Services Contract and 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 campus 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 as well as minimize the government's overall risk from the financing arrangement. The Cogeneration Project is critical to reducing the AOC's reliance on the aging infrastructure at the Capitol Power Plant. Without proper execution and quality assurance of the Cogeneration Project, there is an increased likelihood of steam system failure and a campus-wide reduction in building 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 \$4 million annually in utility costs over current operations and the savings 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 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:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested ¹	FY 2017-2021 Anticipated ²	Total Projected Requirement
Pre-Design / Design	6,360	150				6,510
Construction - Demolition	3,719					3,719
Project Management	990	328		523	178	2,018
Construction Mgmt / Consultants	3,126	1,823		903	1,322	7,173
USCP Overtime				200	200	400
Total	14,195	2,300	-	1,623	1,700	19,820

¹Although 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 2017 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 2016.

²Funding includes upward adjustment to offset actual receipts from prior year requests and new best management practices.



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 the 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 that house the LOC collections in environmentally-controlled conditions. The LB&G jurisdiction is also 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

AREAS OF RESPONSIBILITY

Facility Name/Type	Location	Year Built or Acquired & Age	Area (square feet)	Deferred Maintenance	Capital Renewal	Backlog
Thomas Jefferson Building	Washington, DC	1897 117	635,144	\$76,235,000	\$24,835,000	\$101,070,000
John Adams Building	Washington, DC	1938 76	765,931	\$79,093,000	\$41,416,000	\$120,509,000
Warehouse Buildings (Ft. Meade)	Columbia, MD	1942 72	187,143	\$18,320,000	\$602,000	\$18,922,000
James Madison Memorial Building	Washington, DC	1980 34	2,084,576	\$35,140,000	\$99,273,000	\$134,413,000
Special Services Facilities Center	Washington, DC	1990 24	42,654	\$0	\$0	\$0
Book Storage Modules (Ft. Meade)	Columbia, MD	2002 12	169,543	\$9,000	\$17,000	\$26,000
Packard Campus	Chapeker, VA	2007 7	426,266	\$4,325,000	\$0	\$4,325,000
Projects Across Multiple Facilities	Washington, DC	Varies	Varies	\$498,000	\$123,000	\$621,000
		Total	4,311,257	\$213,620,000	\$166,266,000	\$379,886,000

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.

HIGHLIGHTS

- The LB&G completed the renovation of the Coolidge Auditorium dressing rooms to provide upgraded facilities for actors, entertainers and special guest performing for Members of Congress, LOC staff and visitors.
- The LB&G implemented strategies to further reduce energy usage as part of the Energy Reduction Recovery Plan (ERRP). The plan included efficiency improvements, operational changes, and client awareness.
- The LB&G, in conjunction with the AOC Acquisition and Material Management Division and the LOC Procurement Division, developed a procurement strategy and established a joint-use contract vehicle. This allowed LOC to utilize AOC initiated contracts. This improvement streamlined an existing procurement process and improved utilization of existing resources by consolidating contract actions when one acquisition vehicle can satisfy the requirements of multiple agencies.
- The LB&G implemented a new policy that established the minimum requirements for staffing during emergency events. These staffing levels were determined based on the operational requirements of the LB&G to manage the building systems and to address weather related items on the building exteriors. This new policy allowed the successful management of seven significant weather events during the 2014 winter season.
- The LB&G reduced overtime usage for the third consecutive year. This was accomplished by implementing operational improvements to increase efficiency. Despite the reduction in overtime client services and mission requirements were executed on schedule, within budget and with the highest quality.



Library Buildings and Grounds

HIGHLIGHTS (continued)

- The LB&G completed the installation of a new fall protection system on the roof of the Thomas Jefferson Building. The new system is certified and meets all of the life safety codes. This allows deferred maintenance tasks to be accomplished on the roof façade, and windows.
- The LB&G, through continued focus, training, and use of proper equipment reduced the number of injuries from the previous year. Only three injuries occurred in 2014.
- The LB&G reviewed the existing organizational structure and developed a reorganizational plan that will improve operations, efficiency and client services. The plan is proceeding and will be fully implemented before the end of the first quarter of FY 2015.
- The LB&G reduced annual fuel oil consumption for boiler operations at the Packard Campus by more than 23,000 gallons per year. The savings were realized by a reconfiguration of boiler operations. These modifications increased the operating efficiency and also reduced maintenance requirements.
- The LB&G completed numerous renovation and construction projects to meet client requests and facility needs. These projects were completed on schedule and within budget. Some of the completed projects include the Renovation of Manuscripts Reading Room; Geography and Maps Reading Room; Restoration of Monumental Exterior Doors in the Adams Building; Installation of New Rain Leaders (gutter/drain system) in the Adams Building; Installation of Emergency Egress in the Adams Building; Mural Restoration in the Jefferson Building; Installation of Fire and Life Safety Devices; and Renovation of Collections Storage space.
- The LB&G completed a retro-commissioning effort of the HVAC system in the James Madison Building. The retro-commissioning effort was performed on 30 of the largest air-handling units in building. Retro-commissioning ensures mechanical systems are operating as efficiently as possible. Deficiencies were mitigated by the LB&G shops or incorporated into future Capital Improvement Projects.

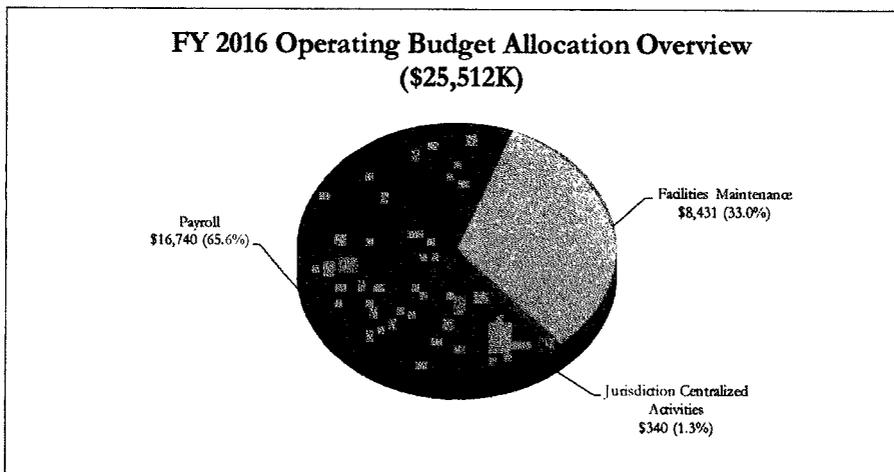


Library Buildings and Grounds

OPERATING BUDGET SUMMARY:

FY 2016 BUDGET REQUEST ALLOCATION

The Operating Budget of the LB&G appropriation funds all costs associated with the care, maintenance and operation of the LOC 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 **Facilities Maintenance** Program Group accounts for 33% of the LB&G's budget. This provides building maintenance services for daily LOC 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 a large portion 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 included as part 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 included as part 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.



Library Buildings and Grounds

OPERATING BUDGET SUMMARY (continued)

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 that are served by the Capitol Grounds jurisdiction, the LB&G is responsible for the LOC campus grounds, including landscape maintenance and snow removal. This includes purchases of salt, snowmelt, snow blowers, spreaders and other snow removal items. Fire alarm systems and testing maintenance (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 correct deficiencies and hazards identified in fire and life safety inspections. The hazardous materials abatement covers costs associated with the removal of asbestos, lead, mold, and other hazardous materials. Book storage facility support 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 1.3% 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 utilized to meet Occupational Safety and Health Administration (OSHA) requirements for safety training and related certification for shop personnel. This funds emergency preparedness drills and exercises, updates and verifies current emergency preparedness plans and policies, 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 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. Funding for gas and oil is 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.

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 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 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 provide for management, oversight and guidance to ensure LB&G operations are carried out efficiently and effectively. A portion of the payroll covers the planning management and oversight of maintenance for historic artwork in the Thomas Jefferson Building to ensure they are preserved for future generations.



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 LOC 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 LOC 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 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	24,860	25,663	25,138	25,512	374
Multi-Year Projects	28,531	32	17,042	40,289	23,247
Total	53,391	25,695	42,180	65,801	23,621

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	8,226	9,570	8,263	8,431	168
Grounds Maintenance	62	91	-	-	-
Jurisdiction Centralized Activities	310	270	330	340	10
Payroll	16,262	14,534	16,545	16,740	196
Annual-Funded Projects	-	1,198	-	-	-
Total	24,860	25,663	25,138	25,512	374

Multi-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Total	28,531	32	17,042	40,289	23,247

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



Library Buildings and Grounds

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
Library Buildings & Grounds	160	-	-	160

Object Class (\$000)					
Object Class		FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11	Personnel Compensation	16,862	12,161	12,304	144
12	Personnel Benefits	6,079	4,384	4,436	52
21	Travel	13	6	6	-
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	194	8	196	188
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	8,314	8,361	8,361	-
26	Supplies and Materials	2,009	2,204	2,544	340
31	Equipment	142	91	92	1
32	Land and Structures	1,003	14,963	37,859	22,896
42	Insurance Claims and Indemnities	-	2	2	-
Total		34,616	42,180	65,801	23,621

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include project funded estimated obligations.

Library Buildings and Grounds



FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	160	42,180
Non-Recurring Costs		
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)
Book Conveyor & Pneumatic Messenger System Removal & Infrastructure Repairs, JAB.....		(2,925)
Minor Construction.....		(2,000)
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(195)
Total Program Decreases	-	(17,237)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		50
FY 2016 Cost-of-Living Adjustment of 2.2%.....		231
FY 2016 Within Grade Increase.....		110
Total Mandatory Pay Related Costs	-	390
Price Level Changes		
Facilities Maintenance.....		168
Jurisdiction Centralized Activities.....		10
Total Price Level Changes	-	178
Program Increases:		
Multi-Year Projects:		
North Exit Stair B, Phase II, TJB.....		15,308
East and West Pavilion Roof Replacement, TJB.....		6,119
Direct Digital Controls Upgrades, Phase III, JMMB.....		4,321
Elevator Modernization, JMMB MC1-MC4; JAB 13-14.....		3,916
Emergency Lighting System Upgrade, JAB.....		3,331
Collection Storage Modules 6 & 7, Ft. Meade, LOC.....		1,994
South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB.....		1,350
Roof Repairs, TJB.....		887
Fire Alarm and Audibility Upgrade, JMMB.....		563
Minor Construction.....		2,500
Total Program Increases	-	40,289
Net Increase/Decrease	-	23,621
Total Appropriation	160	65,801



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 (\$000)						
Program Groups	FY 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increase	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	8,263	-	168	-	8,431	168
Jurisdiction Centralized Activities	330	-	10	-	340	10
Payroll	16,545	-	196	-	16,740	196
Total	25,138	-	374	-	25,512	374

Program Groups - Analysis of Change

Mandatory Pay and Price Increases requirement of **\$374K**, reflect Congressional Budget Office estimated funding of **\$178K** for non-pay 1.9% inflation increases and **\$196K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4% for the Federal Employee Health Benefits program and Within Grade 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 emergencies, the Members, Committees, and other Architect of the Capitol clients.

Multi-Year Projects (\$000)		Request Amount
Line Item Construction Program Projects:		
North Exit Stair B, Phase II, TJB.....		15,308
East and West Pavilion Roof Replacement, TJB.....		6,119
Direct Digital Controls Upgrades, Phase III, JMMB.....		4,321
Elevator Modernization, JMMB MC1-MC4; JAB 13-14.....		3,916
Emergency Lighting System Upgrade, JAB.....		3,331
Collection Storage Modules 6 & 7, Ft. Meade, LOC.....		1,994
South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB.....		1,350
Roof Repairs, TJB.....		887
Fire Alarm and Audibility Upgrade, JMMB.....		563
	Total	37,789
Other Projects:		
Minor Construction.....		2,500
	Total	2,500
	Total Project Request	40,289

Minor Construction

\$2,500K

Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the Library Buildings and Grounds appropriation.

An additional \$500K is being requested from the previous year to better manage deferred maintenance and meet the unforeseen architectural needs that arise over the course of a year. Having the funding and flexibility to manage small phases of the deteriorating or failing conditions identified in the Facility Condition Assessment of the Library of Congress Buildings will allow corrective actions to continue to maintain and repair building conditions. The Facility Condition Assessment has identified millions of dollars of deferred maintenance that individually do not meet the criteria for the Capital Improvement Program; however, Minor Construction funding would provide the means to plan corrective actions over future years.

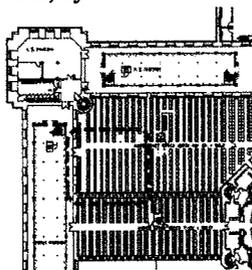
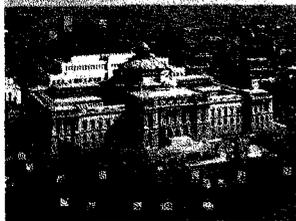
Impact if not funded: These current conditions will continue to allow water infiltration, which damages the interior and exterior of the building and continues to put invaluable collections at risk of damage or loss. Additionally, the deferred maintenance backlog will continue to increase. If a systematic and sustainable approach is not taken, the building conditions will continue to degrade and put at risk the building structure, interior architectural/historic elements, and invaluable LOC collections. Further degradation of the buildings' stone façade will result in the failing of the stone-facades, pointing and caulking, and exterior windows, and will diminish other features of the buildings.



Library Buildings and Grounds

Project Title: North Exit Stair B, Phase II, TJB

Request: \$15,308K



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 citation covers a requirement for increased exiting capacity, as well as smoke control and stairwell pressurizations. In the event of fire or other emergencies, the current conditions create an unsafe environment for building occupants due to lack of egress exits from the Thomas Jefferson Building and stacks. The project includes:

- Correction of common paths of travel violations and dead-end conditions to ensure that occupants are able to exit the building in an efficient and rapid manner.
- Construction of a new self-supporting masonry exit stair in the Northeast Stacks extending from the cellar level to the top floor of the building.
- Construction of new fire-rated exit passageways, a fire-rated exit enclosure, cellar exit, newly created paths of travel through adjacent rooms, new door openings, and modifications to existing door swings.

Risk and Impact If Not Funded:

- 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 results in longer travel times to the nearest exit and overly crowded egress pathway ultimately, delaying evacuations during life threatening emergencies.
- Funding this project will keep the abatement plan on schedule and demonstrate progress toward abating the full citation.

Cost of Recurring Operations:

- Routine maintenance costs 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

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	118					118
Design ¹	1,198					1,198
Construction (North Stair, all Phases)	5,350			15,308		20,658
Construction (West Main Pavilion)					11,000	11,000
Construction (Expansion Shelving)				1,350		1,350
Construction (South-West Stair)					10,000	10,000
Construction (South Stair)					12,000	12,000
Total	6,666	-	-	16,658	33,000	56,324

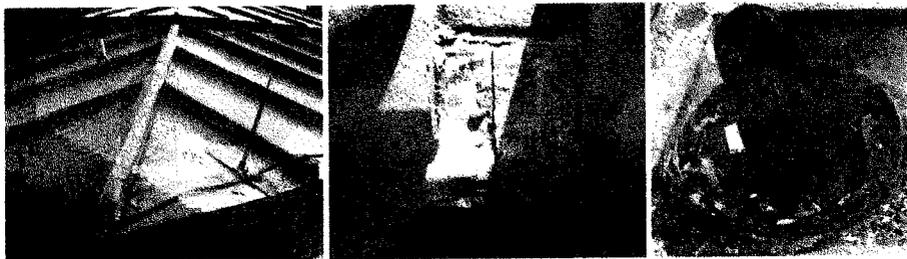
¹Appropriated design funding was supplemented with reprogrammed funding.



Library Buildings and Grounds

Project Title: East and West Main Pavilion Roof Replacement, TJB

Request: \$6,119K



Project Description: The installation of the copper roof in 1998 was done with lower than acceptable quality standards. The East Main Pavilion roof almost immediately required an ad hoc and expensive fix, which has an approximate 10 year life span, the end of which is already past. As a result, portions of the roof system are now failing, allowing water to enter the building. Significant leaks at the West Main Pavilion and East Main Pavilion have been reported. The flat seam areas at the west side of the West Main Pavilion have been particularly problematic, since interior space limitations prevented the installation of additional drains. In 2007, a blocked drain in the northwest corner of the Pavilion allowed major water penetration from a storm event. This project implements design documents prepared with roof repair recommendations from a July 2010 study and includes:

- Replacing the copper roof with proper detailing; and a high level of craftsmanship.
- Removal and reinstallation of the stone balustrades for flashing replacement. Removal of the balustrades also allows the opportunity to cost effectively provide seismic bracing to this building element.
- Replacement of the deteriorated skylight system with a new, energy efficient skylight installation.

Risk and Impact If Not Funded:

- These leaks have caused damage to the historic fabric and artwork of the building, and continue to place 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 has a negative impact on the indoor air quality of the facility and the health of the staff and public.
- Deferral of the project leads to increased damage, increase risk to life safety due to mold and mildew, and an increased cost of repair of the roof. The risk of structural damage continues to increase.

Cost of Recurring Operations: The AOC is currently expending funds on inefficient maintenance methods.

- Recent damage from rainwater has impacted architecturally sensitive interior locations in the building driving increased costs to the AOC and LOC.

Citation Driven: No.

Client Request: No.

Library Buildings and Grounds



Program Funding Overview:

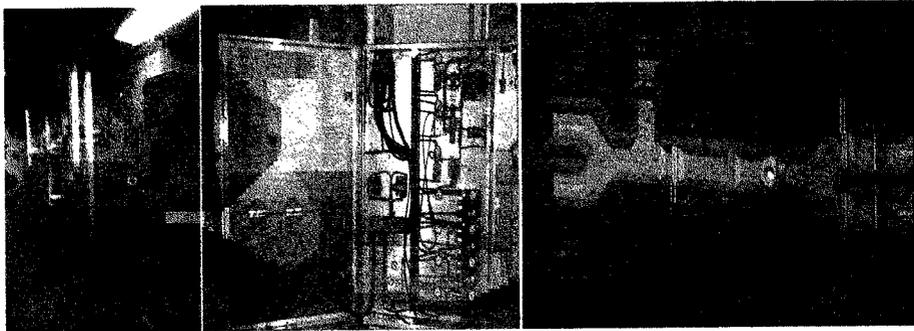
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	92					92
Design (East & West Pavilions)	309					309
Design (remaining roof areas)				887		887
Construction (East & West Pavilions)				6,119		6,119
Construction (remaining roof areas)					TBD	-
Total	401	-	-	7,006	-	7,407



Library Buildings and Grounds

Project Title: Direct Digital Controls Upgrade, Phase III, JMMB

Request: \$4,321K



Project Description (Design-Build): This project replaces antiquated pneumatic controls on 13 James Madison Memorial Building (JMMB) air handling units with new direct digital controls and includes:

- New valves, dampers, actuators, sensors, control wiring and programming.
- New controls integrated into the Building Automation System for centralized control, monitoring, energy management, and operational trending.
- This project is the third 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:

- Increased maintenance from further deterioration of the aging Heating, Ventilation and Air Conditioning (HVAC) control systems.
- 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:

- Maintenance savings due to enhanced system reliability, newer control equipment, reduced run-times, and removal of aging infrastructure.
- Operational efficiencies gained by system monitoring for out of tolerance operational parameters. Any savings will be applied to other high priority LB&G deferred maintenance projects.
- Energy savings as a result of the energy control strategies that are possible with the new control system.

Citation Driven: No.

Client Request: No.

Library Buildings and Grounds



Program Funding Overview:

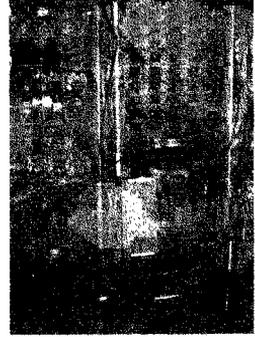
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						-
Design						-
Construction (Phase I)		2,150				2,150
Construction (Phase II)			3,706			3,706
Construction (Phase III)				4,321		4,321
Total	-	2,150	3,706	4,321	-	10,177



Library Buildings and Grounds

Project Title: Elevator Modernization, JMMB MC1-MC4; JAB 13-14

Request: \$3,916K



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.

- Upgrades to the elevator controls bring each elevator up to current accessibility and life-safety standards.
- The current drive systems are original to the elevators. The existing motor-generators are maintenance intensive. Replacement with static switch drives to convert Alternate Current (AC) electrical power to Direct Current (DC) eliminates rotating and high maintenance components involved in the production of DC power, resulting in much lower power consumption.
- Static switch components provide dramatic savings for maintenance costs and the incorporation of digital controls decreases the chances of stranding passengers, reduces wait times, and increases reliability.
- Upgrades to the mechanical/electrical room provide improved ventilation.

Risk and Impact If Not Funded: If these elevators are not renovated, continued deterioration will require significant maintenance to keep them running efficiently.

- Risk of passenger injury continues to increase due to code violations and inadequate safety mechanisms.
- The new drive systems are 30% more efficient than the existing technology, thus if not funded, the system cannot realize predicted energy savings.
- Delaying this project increases inefficiencies due to passenger wait time and increases life-safety risks.

Cost of Recurring Operations: The John Adams Building (JAB) elevator, installed in the 1930s and original to the building has outdated technology and obsolete parts that are no longer made. Current annual maintenance costs include 2,804 hours at James Madison Memorial Building JMMB and 2,664 hours at the JAB at a total cost of \$102K. No increase in maintenance costs are anticipated.

Citation Driven: No.

Client Request: No.



Library Buildings and Grounds

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						
Design						
Construction (A Core)	3,590					3,590
Construction (C Core) & JAB				3,916		3,916
Construction (E Core)					2,577	2,577
Total	3,590	-	-	3,916	2,577	10,083

Note: This is an on-going program to renovate the elevators.



Library Buildings and Grounds

Project Title: Emergency Lighting System Upgrade, JAB

Request: \$3,331K



Project Description: The existing emergency lighting systems throughout the Library of Congress buildings are not in compliance with current building and life safety code requirements. There are numerous exit signs that are not connected to emergency power, and in some cases, are non-existent. Several utility and machine rooms lack emergency lighting, and major egress routes and adjacent tunnels lack adequate light levels for proper egress. A study of the emergency lighting system in the John Adams Building revealed that the existing system does not meet current life safety codes and confirmed that approximately 70% to 75% of the building has inadequate or non-existent emergency lighting with the majority of these areas located in public spaces. The project includes:

- Installation of code compliant emergency lighting throughout the John Adams Building in several areas such as the restrooms, hallways, exhibit spaces, cafeterias, electrical rooms, mechanical rooms, elevator machine rooms and pedestrian tunnels.
- Installation of new emergency circuits throughout the building, and a modification to both the emergency and normal electrical power systems to accommodate new emergency electrical loads.
- Modification of panel boards and branch circuits.

Risk and Impact If Not Funded:

- In the event of an emergency, government employees, Members of Congress and the general public who are unfamiliar with the building, may panic and become disoriented, potentially resulting in persons unable to egress the building.
- If an evacuation was necessary and a loss of power experienced, the risk to the public, staff and Members of Congress could be catastrophic.

Cost of Recurring Operations:

- Savings maybe realized in operational labor for maintaining antiquated systems and for the installation of temporary systems required during maintenance.

Citation Driven: No.

Client Request: No.



Library Buildings and Grounds

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						-
Design ¹	159					159
Construction				3,331		3,331
Total:	159	-	-	3,331	-	3,490

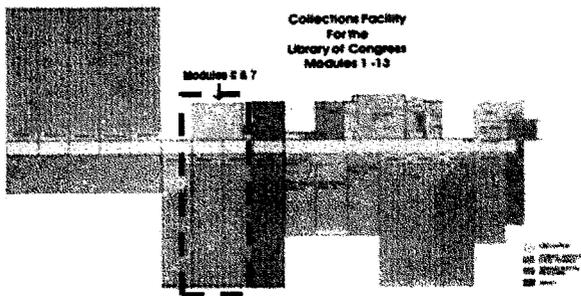
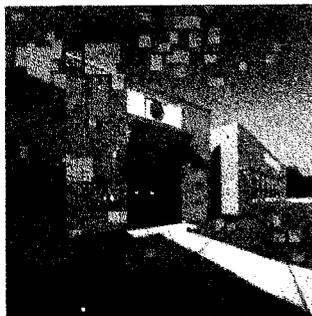
¹Study and Design funded in same fiscal year.



Library Buildings and Grounds

Project Title: Collection Storage Modules 6 & 7, Ft. Meade, LOC

Request: \$1,994K



Project Description (Design): The book storage facility complex at Fort Meade, Maryland accommodates the Library's expanding collections of books, manuscripts, prints, maps, cultural and other copyrighted materials. Modules 6 & 7 are next in a series of the planned storage modules to be designed and built at Fort Meade per the Capitol Complex Master Plan. The Library of Congress needs additional space to store new published and unpublished materials. Without additional off-site storage, and as collections in all formats grow, the current situation continues to deteriorate, exacerbating the already dangerous conditions with regard to life-safety, research, and preservation. This project is required to provide a permanent solution in alleviating current collections space shortages on Capitol Hill, as well as to allow for the fulfillment of the Library's historic mission to sustain and preserve a universal collection of cultural knowledge and creativity for future generations.

- This project provides design documents for the building infrastructure, site preparation, foundations, building superstructure including security systems, collection storage shelving, integrated fire safety systems, and dedicated Heating Ventilation and Air Conditioning (HVAC) systems for permanent long term collection storage.

Risk and Impact If Not Funded:

- Long-term preservation of these collections is of paramount importance for the nation; therefore, a storage facility providing stringent life-safety, preservation controls, and security measures is required.
- The Library's book and bound periodical collections grow by approximately 250,000 items annually and support the work of Congress and researchers.
- Special format collections grow as the opportunity presents itself to acquire additional research materials.

Cost of Recurring Operations:

- Annual utility costs are estimated to be \$185K and will be addressed in future budget requests.

Citation Driven: No.

Client Request: Yes.



Library Buildings and Grounds

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						-
Design				1,994		1,994
Construction					TBD	-
Total	-	-	-	1,994	-	1,994

Note: Long term Collection Storage Module Program funding schedule to be determined.



Library Buildings and Grounds

**Project Title: South Stair E, Phase I, Expansion Shelving Renovations,
Decks C, D, 37 & 38, TJB**

Request: \$1,350K



Project Description: This project is a prerequisite for the construction of Thomas Jefferson Building South Egress Stair E to proceed. 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 provides shelving for 240,000 volumes 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.
- Additional structural support attached to the existing building structure is required to support the new shelving loads.
- Thomas Jefferson Building Decks C and D are currently 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 more than \$5M for the 2-year duration of the egress stair construction. This project accomplishes the same goal for a lower cost and provides 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 demonstrates 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 continue to be underutilized as collection storage spaces.

Cost of Recurring Operations:

- This project helps avoid leasing space in the short term and provides increased permanent shelving space in the long term.

Citation Driven: Yes.

Client Request: Yes.



Library Buildings and Grounds

Program Funding Overview:

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	118					118
Design	1,198					1,198
Construction (North Stair, all Phases)	5,350			15,308		20,658
Construction (West Main Pavilion)					11,000	11,000
Construction (Expansion Shelving)				1,350		1,350
Construction (South-West Stair)					10,000	10,000
Construction (South Stair)					12,000	12,000
Total	6,666	-	-	16,658	33,000	56,324

¹Appropriated design funding was supplemented with reprogrammed funding.

Library Buildings and Grounds



Project Title: Roof Repairs, TJB

Request: \$887K



Project Description (Design): The existing copper roof of the Thomas Jefferson Building (TJB) was replaced during the last repair and renewal project in 1998; 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. A study completed in July 2010, identified the conditions that allow water to penetrate the exterior enclosure and also identified specific roofing installations that do not meet current copper roofing standards. This project includes:

- A complete set of construction documents that merge the roof repair recommendations from the July 2010 study, lightning protection system requirements and coordination with the newly installed roof fall protection systems on the Thomas Jefferson Building roof.

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 driving increased costs to the AOC and LOC.
- After the design and construction is completed, standard roof maintenance and repairs will be required.

Citation Driven: No.

Client Request: No.



Library Buildings and Grounds

Program Funding Overview:

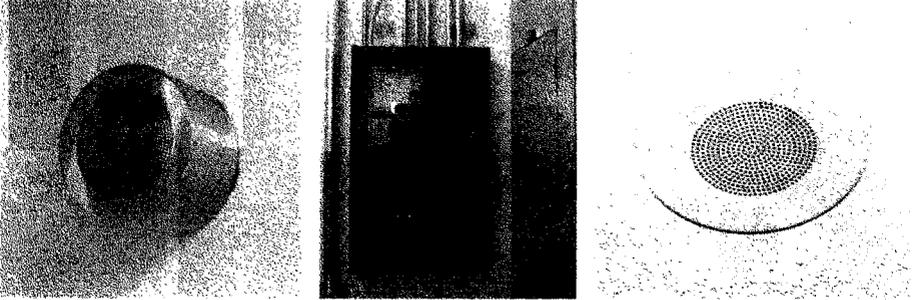
Roof Repairs, IJB - Total Summary (\$000)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study	92					92
Design (East & West Pavilions)	309					309
Design (remaining roof areas)				887		887
Construction (East & West Pavilions)				6,119		6,119
Construction (remaining roof areas)					TBD	-
Total	401	-	-	7,006	-	7,407



Library Buildings and Grounds

Project Title: Fire Alarm and Audibility Upgrade, JMMB

Request: \$563K



Project Description (Design): The present voice paging and evacuation system does not meet current requirements of the building code, National Fire Protection Association 101 and 72, and AOC Design Standards. The existing voice paging and evacuation portion of the building's fire protection system has exceeded its useful life and necessary replacement parts and components required to maintain the system are no longer manufactured. As a result, an updated intelligible voice evacuation system is required in order to provide reliable partial or building wide notification utilizing clear direction and information to the building occupants during an emergency. The unique mission of the Capitol Hill campus combined with the architecture and hardware deficiencies in the current system necessitates new technology and additional features which only an updated messaging system can provide.

- This project focuses on the design and functionality concerns of a new, state of the art voice paging, evacuation and messaging system to replace the existing outdated and deficient system.
- Includes a new messaging and evacuation control panel, distributed amplification, automated messages, remote microphones, secondary power sources, conduit, wiring, and speakers and any additional components necessary for a robust notification system that complies with current audibility and intelligibility code requirements.

Risk and Impact If Not Funded:

- Failure to complete this design delays modernization of the audibility component of the fire alarm system and results in the existing system remaining code deficient with respect to the requirements of the building code, NFPA 101, NFPA 72, and the AOC Design Standards for audibility and intelligibility.
- As components fail, expensive custom alternatives have to be developed for their replacement.
- Building occupants may not be able to hear evacuation announcements in the event of an emergency.

Cost of Recurring Operations:

- Upgrading the evacuation & occupant notification system can limit building emergency or fire related damage.
- Savings maybe realized by the ability to relocate building occupants or perform partial evacuations during emergency conditions as well as in operational labor for maintaining a modernized system.

Citation Driven: No.

Client Request: No.

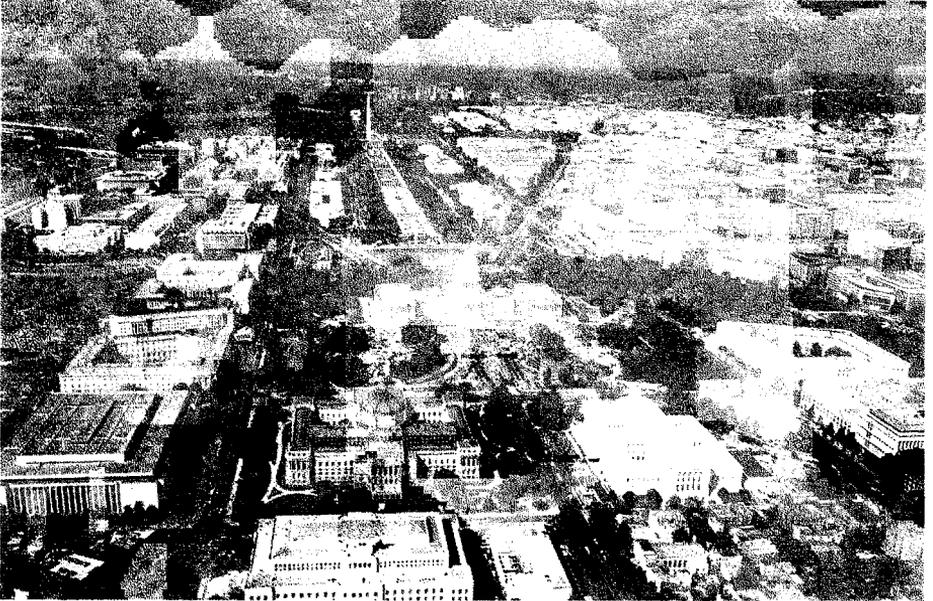


Library Buildings and Grounds

Program Funding Overview:

New Agency and Authority Operations, JWBMD - Total Summary (2016)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						
Design				563		563
Construction					TBD	-
Total	-	-	-	563	-	563

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), the Alternate Computer Facility (ACF) and Architect of the Capitol 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, protective programs, 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



AREAS OF RESPONSIBILITY

Facility Name/Type	Location	Year Built or Acquired & Age	Area (square feet)	Deferred Maintenance	Capital Renewal	Backlog
Headquarters Building*	Washington, DC	1930 84	85,382	\$402,000	\$10,439,000	\$10,841,000
Vehicle Maintenance Facility*	Washington, DC	1930 84	23,842	\$5,000	\$296,000	\$301,000
Alternate Computer Facility (ACF)*	Manassas, VA	1983 31	345,282	\$7,735,000	\$36,751,000	\$44,486,000
Canine Facility*	Washington, DC	1996 18	4,272	\$20,000	\$117,000	\$137,000
Courier Acceptance Facility*	Washington, DC	1996 18	5,229	\$0	\$0	\$0
Fairchild Building*	Washington, DC	2004 10	166,507	\$0	\$316,000	\$316,000
Interim Off Site Delivery*	Washington, DC	2006 8	8,820	\$79,000	\$219,000	\$298,000
Security Kiosks*	Washington, DC	Varies	846	\$0	\$9,806,000	\$9,806,000
Projects Across Multiple Facilities*	Washington, DC	Varies	Varies	\$0	\$235,000	\$235,000
Total			640,180	\$8,241,000	\$58,179,000	\$66,420,000

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.

* FY 2014 Facility assessment in progress.

HIGHLIGHTS

- The Office of Security Programs (OSP) completed the LEED certification of the United States Capitol Police K-9 facility in May of 2014. A status of LEED Gold was achieved, which validated that the USCP K-9 building is operated in a sustainable, cost effective and energy and water efficient manner.
- To improve HVAC system efficiency in perimeter security kiosks, project was initiated to install automatic fans in the attic void located above the kiosks ceilings. The fans activate when the temperature of the attic reaches 85°F, moving cooler air into the void and preventing the overheating of security equipment. The installation of the attic ventilation fans also help the existing air conditioning units perform more efficiently, which improves occupant comfort in the kiosks.
- As an ongoing effort in the maintenance of the perimeter security kiosks, more than 100 pieces of ballistic glass in eight different kiosk locations were replaced. The glass replacement was coordinated with the USCP and Fraternal Order of Police (FOP), which allowed for the replacement of all glass without interrupting kiosk operations.
- In order to correct issues discovered with the flooring installed in the perimeter security kiosks, the flooring was removed and replaced with a spray-on product called Line X, which forms an impenetrable coating over the steel flooring deck. OSP coordinated the installation of the flooring with the USCP and the Fraternal Order of Police to keep from negatively impacting kiosk operations. The new floor coating was installed in 30 locations, and additional locations will be added based upon need and budget availability.



Capitol Police Buildings, Grounds and Security

HIGHLIGHTS (continued)

- As part of a life cycle replacement project, the computer room air conditioning unit in switchgear room C at the ACF were replaced. The objective is to improve lifecycle management through improved analysis and planning. Due to the unit being 11 years old and undersized for cooling the UPS systems and electrical switchgear, the unit was replaced with a 30-ton dual cooling system using chilled water as the primary cooling source, and Direct Expansion (DX) cooling as a redundant backup. This new unit provides the proper cooling and redundancy needed to protect these critical electrical systems.
- As part of a life cycle replacement project, a retrofit of the Air Handler Units was completed on the north and south sides of the AFC facility that supply outside fresh air to building occupants. The project installed two fan wall systems to reduce energy consumption and provide redundancy and reliability. The new systems use approximately 30% less electricity.
- As part of the OSP energy reduction plan, USCP HQ lighting levels were lowered utilizing the automated lighting control system, reducing light intensities and turning lights off in rooms with no occupancy or at assigned times. OSP, along with the system manufacturer, surveyed the lighting levels throughout the entire building and achieved optimal energy savings by reducing the light intensity by more than 20%. The lighting in some areas was reduced as much as 50% based on occupant comfort.
- As part of a sustainability project, two obsolete HVAC units serving the Canine Facility were replaced. Both units were successfully replaced with new refrigerant systems, thereby reducing energy usage.
- The Vehicle Maintenance Division (VMD) of USCP that operates out of the 67-K street facility has an automotive bay that is fully conditioned for summer and winter climate settings. To reduce winter heating gas usage, energy efficiency ventilation fans (ZOO fans) were installed throughout the VMD shop area to help circulate the warm air more efficiently throughout the space.
- The OSP continues to provide outstanding support services for requested special events, demonstrations and rallies. Upon the request of USCP, security elements of various types are provided to meet the security requirements and serves as central point of communication between AOC and other security agencies. Some of the major events supported include the State of the Union, National Police Officers' Memorial, Memorial Day Concert, 4th of July Concert and the Labor Day Concert.
- As part of the OSP energy reduction plan, low flow showerheads in the USCP HQ locker rooms were installed. The total energy reduction was 38 MMBTU/year, with a total yearly saving of \$1,050.

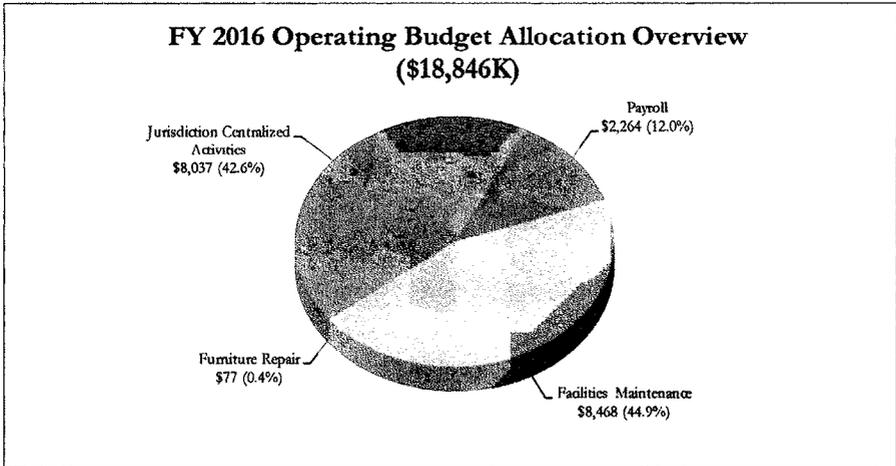


Capitol Police Buildings, Grounds and Security

OPERATING BUDGET SUMMARY:

FY 2016 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 44.9% of the CPBG&S budget and funds annual building maintenance 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 (painting, pointing, caulking, and surface preservation); solid and bulk waste disposal; and 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 (5,000); 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 of all special events across the Capitol campus such as concerts, the 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 more than 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, including interior offices, rest rooms, data centers, locker rooms, shower facilities, prisoner detention areas, inspection areas, dog kennels, and security kiosks. 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, and 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), U.S. Senate, House of Representatives, Library of Congress, and other Legislative Branch agencies.

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, including procurement of routine materials and supplies, work, and annual inventory of furniture items in support of all USCP and OSP personnel. This funding level provides for furniture replacement, relocation services and repair parts at a reduced level.

The Jurisdiction Centralized Activities Program Group accounts for 42.6% 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 (see table below). Additionally, this funding level supports the continuation of the Resilience and Security contract, which assists in the AOC's Continuity Plan level and prepares the jurisdiction in case of an emergency by maintaining the Emergency Action Response Plan and performing tabletop exercises against the plan.

Lease Type	Location	Area (square feet)	Leased from	Contract Award Date	Contract End Date	FY 2016 Total Cost
Fairchild Building (office & parking)	Washington, DC	120,655	Private Sector	Feb 2004	Feb 2019	\$5,431,093
Alternate Computer Facility (land)	Manassas, VA	653,400	Private Sector	Oct 2006	Sep 2016	\$608,169
Government Printing Office	Washington, DC	25,761	Federal Gov't	Oct 2005	Annually	\$540,000
Verizon Building	Washington, DC	6,085	Private Sector	Jul 2011	Jul 2016	\$167,399
Radio Tower Repeater Sites ¹	DC Metro Area	1,000	Private Sector	Aug 2012	Jul 2017	\$580,169
Total						\$7,326,830

¹ One Radio Tower Repeater Site is leased from DC Gov't.

The Payroll Program Group accounts for 12% 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 requires 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.



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, 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.

Total Budget (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	17,534	17,511	18,159	18,846	687
Multi-Year Projects	1,814	810	1,000	9,401	8,401
Total	19,348	18,321	19,159	28,247	9,088

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	7,926	7,669	8,095	8,468	374
Furniture Repair	75	69	75	77	2
Jurisdiction Centralized Activities	7,354	7,833	7,746	8,037	290
Payroll	2,179	1,940	2,243	2,264	21
Total	17,534	17,511	18,159	18,846	687

Multi-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Total	1,814	810	1,000	9,401	8,401

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Police Buildings, Grounds and Security

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
Capitol Police Buildings, Grounds, and Security	16	-	-	16

Object Class (\$000)					
Object Class		FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11	Personnel Compensation	1,902	1,629	1,644	15
12	Personnel Benefits	1,059	614	620	6
21	Travel	11	10	10	-
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	7,186	7,200	7,519	319
24	Printing and Reproduction	-	-	-	-
25	Other Contractual Services	9,863	9,453	8,169	(1,284)
26	Supplies and Materials	26	30	58	28
31	Equipment	10	23	27	4
32	Land and Structures	189	200	10,200	10,000
42	Insurance Claims and Indemnities	-	-	-	-
Total		20,246	19,159	28,247	9,088

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include estimated project funded obligations.

Capitol Police Buildings, Grounds and Security



FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	16	19,159
Non-Recurring Costs		
Minor Construction.....		(1,000)
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(26)
Total Program Decreases		(1,026)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		5
FY 2016 Cost-of-Living Adjustment of 2.2%.....		28
FY 2016 Within Grade Increase.....		15
Total Mandatory Pay Related Costs		47
Price Level Changes		
Facilities Maintenance.....		166
Furniture Repair.....		2
Jurisdiction Centralized Activities.....		5
Total Price Level Changes		173
Program Increases:		
Facilities Maintenance.....		208
Jurisdiction Centralized Activities.....		285
Multi-Year Projects:		
Power Switchgear Replacement, USCP HQ		3,525
Critical Electrical Infrastructure Upgrade, ACF		3,376
Minor Construction.....		2,500
Total Program Increases	-	9,894
Net Increase/Decrease	-	9,088
Total Appropriation	16	28,247



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 2015 Enacted	Program Realignment/Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Facilities Maintenance	8,095	-	166	208	8,468	374
Furniture Repair	75	-	2	-	77	2
Jurisdiction Centralized Activities	7,746	-	5	285	8,037	290
Payroll	2,243	-	21	-	2,264	21
Total	18,159	-	194	493	18,846	687

Program Groups - Analysis of Change

Mandatory Pay and Price Increases requirement of \$194K, reflect Congressional Budget Office estimated funding of \$173K for non-pay 1.9% inflation increases and \$21K for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4% for the Federal Employee Health Benefits program and Within Grade adjustment).

Facilities Maintenance

Increased funding of \$208K reflects new mission requirements in FY 2016:

- **(\$87K) Special Event Support:** The cost to support events around Capitol Hill has increased due to a change in USCP security requirements. This change includes an upgrade in the USCP's security plan to strengthen perimeter security, specifically for the summer concerts on the West Front, as well as additional elements needed to protect the Botanic Garden and Capitol Grounds. This increase also includes an inflationary adjustment for rental fees. The strengthening of the perimeter security is expected to increase by approximately 20 additional jersey barriers and 100 additional bike racks per event. The additional elements needed to protect AOC facilities will be approximately 350 bike racks to protect the Botanic Garden ornamental plantings and the Garfield and Peace Circle statuary and plantings.

Impact if not funded: If the increase for Special Event funding is not approved, OSP will provide support for concerts and events at a 2013 service level, which will require a reduction of the USCP security plan.



Capitol Police Buildings, Grounds and Security

SUMMARY OF CHANGES (continued)

- **(\$60K) Senate and House Program Centers:** The use of approximately 20,000 square feet of unoccupied space has been requested to accommodate two new programs at the ACF. These program centers have been requested by the House and Senate for testing trainings, exercises and operations of certain critical functions. The spaces being requested are currently vacant, thus requiring minimal maintenance and housekeeping tasks. The funding requested will be used to provide regular routine maintenance for the heating, cooling, electrical and lighting systems as well as an increase in custodial services due to their potential for immediate use operations.
Impact if not funded: If not funded the program centers may not be able to be cleaned or maintained on a monthly basis.
- **(\$49K) Client Services:** To support increased client service requests as a result of new use of vacant space and higher occupancy rate at the ACF. The data centers have also had a significant increase for electrical work to support new server racks as it has become more of a primary data center for the Legislative Branch. With this increase, additional employees are now spending more time at the facility which has also added to employee requests for service.
Impact if not funded: If not funded client requests may not be able to be accepted or completed, which could impact critical data center operations for Congress.
- **(\$12K) Generator Fuel:** To support the ongoing testing requirements for the Data Center backup generators, as well as the escalation in fuel prices.
Impact if not funded: The operations for the data center will be critically impacted. The generators maintain the data center operations in the event of utility power loss.

Jurisdiction Centralized Activities

Increased funding of \$285K reflects new mission requirements:

- **(\$188K) Resilience and Security Support Services:** To support several resilience functions such as: critical infrastructure program management, external emergency management, special programs support, and Congressional continuity program support. AOC is embarking upon a concerted effort to identify and assess the critical infrastructure supporting Congressional essential functions, which will ensure future campus and building upgrades meet Congressional operational requirements. Additionally, the AOC is becoming significantly more involved in Congressional continuity planning and training. Some responsibilities include maintenance and ownership of portable legislative clocks (Senate and House); facilities management liaison and oversight of selected off-campus facilities; and facility acquisition and logistics support for selected continuity exercises. In addition, this request supports AOC internal requirements for security education, training and awareness associated with policies and procedures, such as documentation control, mail screening, operational security, special event support and other security functions.
Impact if not funded: AOC will not be able to support Congressional operations as expected by the Joint Continuity Office and the U.S. Capitol Police Board. This includes the support to the 640 mobile legislative clocks, transmitters and associated equipment that it has been requested to support. AOC will not be able to investigate and develop replacement parts should any part of the legislative clock system fail as the current parts are no longer manufactured or supported by the manufacturer. Furthermore the AOC will not be able to provide education and awareness training to its staff associated with the implementation of various security



Capitol Police Buildings, Grounds and Security

SUMMARY OF CHANGES (continued)

policies and procedures such as documentation control and operational security. AOCs ability to support the USCP Command Center and other operations centers during special events could be impaired as more requests for support are received from the House and Senate.

- **(\$97K) Annual Lease Escalation:** To fund annual ongoing lease escalations per contractual agreements for office space leased within the Fairchild, Verizon, and GPO buildings, as well as for the ACF land lease and equipment space for four USCP Radio repeater towers.
Impact if not funded: Leases are must-pay requirements, so other programs will be reduced or cut to ensure that leases are fully funded.

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 emergencies, the Members, Committees and other Architect of the Capitol clients.

Multi-Year Projects (\$000)		Request Amount
Line Item Construction Program Projects:		
Power Switchgear Replacement, USCP HQ.....		3,525
Critical Electrical Infrastructure Upgrade, ACF.....		3,376
	Total	6,901
Other Projects:		
Minor Construction.....		2,500
	Total	2,500
	Total Project Request	9,401

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, and AOC resilience projects for critical infrastructure, Congressional continuity and emergency management

Impact if not funded: If not fully funded, OSP will not be able to support the USCP, U.S. Capitol Police Board, House and Senate Sergeant at Arms and other Legislative Branch agencies requests and requirements to prepare for and respond to the constant evolving security threats. Additionally, the AOC will not be able to develop and implement projects that address urgent single points of failure in the campus critical infrastructure, and support Legislative Branch agencies at congressional continuity locations that are not located on Capitol Hill.

Capitol Police Buildings, Grounds and Security



Project Title: Power Switchgear Replacement, USCP HQ

Request: \$3,525K



Project Description (Design-Build): The power supply serving the United States Capitol Police Headquarters is critical for the ongoing safety and security of the Capitol campus. The main electrical power switchgear is obsolete, with no support from the manufacturer, no parts available, and no way to repair components in the event of failure. The newly installed emergency transfer switch has maximized the available power for future loads. The current system has reached the end of its useful lifecycle and is not adequate to support the building and operational needs. This project includes:

- Construction of an attached slab on grade addition near the North-East corner of the headquarters building.
- Installation of new emergency switchgears and an egress corridor in the new addition.
- Demolition of existing switchgear.

The current location was designed in coordination with a previous Fire Pump Addition project. The revised location reduces the cost estimate and the visual impact to campus by keeping all of the USCP Headquarters' infrastructure below the height of the retaining wall at the Hart loading dock tunnel entrance. The change ensures that the new addition will not be visible from the Senate Office buildings.

Risk and Impact If Not Funded: If not funded, a failure could occur since the existing electrical switchgear system is outdated, at the end of its usable lifespan, and replacement parts are unavailable.

- In the event of a failure, replacement of the switchgear in its entirety is required, which could result in several days of impact on the 24/7 mission critical operations of the USCP and their Command Center.
- USCP Security Operations as well as Senate and House Leadership coordination during emergency events, would be compromised as the headquarters building would be out of operation until replacement equipment is installed.

Cost of Recurring Operations: This project will lead to a reduction in recurring operating expenses.

- Maintenance costs continue to increase with the existing outdated equipment. Replacement parts are no longer made and custom parts are required for the existing gear. This project avoids the high costs associated with emergency replacement or repair and unscheduled outages which will impact USCP operations.
- Recently, outages have been required to trouble shoot the aging system and replace the transfer switch due to a failure of the switchgear after a power failure where it could not switch back from the emergency generator.

Citation Driven: No

Client Request: No



Capitol Police Buildings, Grounds and Security

Program Funding Overview:

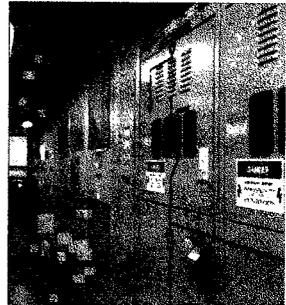
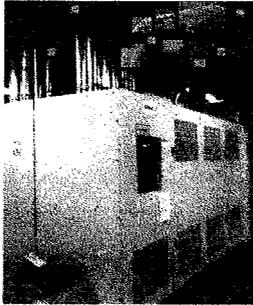
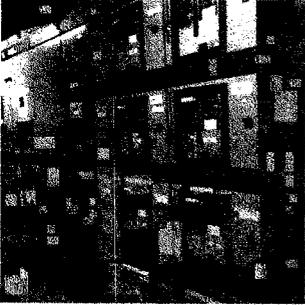
Program Funding Overview (Total Available: \$000)						
Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						-
Design	260					260
Construction				3,525		3,525
Total	260	-	-	3,525	-	3,785



Capitol Police Buildings, Grounds and Security

Project Title: Critical Electrical Infrastructure Upgrade, ACF

Request: \$3,376K



Project Description (Design-Build): This project includes replacement of the existing Uninterruptible Power Supply (UPS) systems that support the Data Center at the Alternate Computing Facility (ACF). This project provides phased upgrades of the Data Center's existing electrical infrastructure. The existing UPS systems that serve the Data Center are considered vulnerable to failure due to end of useful life and distribution limitations. The UPS systems have limited capacity due to the limitations of the original distribution design. The new UPS system and associated electrical distribution provides a system that aligns with best practices to provide a resilient, scalable and redundant system configuration. The UPS systems incorporate modular capacity components to ensure future system scalability. The system design also ensures concurrent maintainability of the system to ensure no data center down time during regular schedule preventative maintenance activities.

Risk and Impact If Not Funded:

- This project was commissioned by AOC to address ongoing concerns and operational vulnerability to the ACF Data Center. Specifically, the project addresses both system capacity and system distribution availability. The current systems have endured several mechanical failures over the last several years. If the systems are not replaced, failures and outages will increase in frequency.
- Compounding the issue of aging-system failures is the inherent vulnerability of the current design, which has no provision for system expansion, both capacity and distribution. The data center has reached the effective limits of capacity, with no contingency to address future client requests for IT system growth.
- Without this project, the ACF will no longer be able to meet the obligations of its core mission requirements.

Cost of Recurring Operations:

- A direct consequence of the replacement and modernization of end of life cycle ACF electrical infrastructure will be the installation of more efficient UPS systems.
- In addition, operation and maintenance expenses will also be reduced as a function of the installation of modern electrical equipment.

Citation Driven: No

Client Request: No



Capitol Police Buildings, Grounds and Security

Program Funding Overview

Task	Prior FY 2014 Funded	FY 2014 Funded	FY 2015 Funded	FY 2016 Requested	FY 2017-2021 Anticipated	Total Projected Requirement
Study						
Design						
Construction				3,376		3,376
Total	-	-	-	3,376	-	3,376

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 services include: education; botanical and horticulture expertise; plant conservation; and sustainability initiatives. The USBG global-public outreach includes: educational collaborative exhibits and publications; public/private partnerships to preserve plants gardens and landscapes; and educational efforts regarding sustainability and conservation. The USBG is one of the leading botanic gardens worldwide that actively participates 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

AREAS OF RESPONSIBILITY

Facility Name / Type	Location	Year Built or Acquired & Age	Area (sqm./ft.)	Deferred Maintenance	Capital Renewal	Backlog
Administration Building	Washington, DC	1931 83	3,788	\$0	\$0	\$0
Bartholdi Park and Fountain	Washington, DC	1932 82	95,832	\$0	\$1,805,000	\$1,805,000
Conservatory	Washington, DC	1933 81	106,335	\$3,783,000	\$4,429,000	\$8,212,000
Production Facility Greenhouse and Headhouse	Washington, DC	1993 21	117,930	\$647,000	\$9,012,000	\$9,659,000
Production Facility Lath House	Washington, DC	1994 20	4,760	\$0	\$0	\$0
Production Facility Pesticide Storage	Washington, DC	1994 20	450	\$2,000	\$0	\$2,000
Production Facility Temporary Structures	Washington, DC	2000 14	5,500	\$0	\$288,000	\$288,000
Production Facility Grounds	Washington, DC	2000 14	Varies	\$31,000	\$146,000	\$177,000
		Total	334,595	\$4,463,000	\$15,680,000	\$20,143,000

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.

HIGHLIGHTS

- Significant increase in visitors with more than 1.5 million total for this past year, making the USBG the most visited public garden in North America in 2013; more than 130,000 visitors for the Titan Arum and more than 150,000 visitors for the 2013 Holiday Show. USBG was nominated as one of the 10 Best Public Gardens in USA Today.
- New partnership with the Kennedy Center to develop original educational theatrical productions with botanical themes. Public performances will begin in FY 2015 and FY 2016.
- The Garden redesigned and launched a new educational manual for its nationally acclaimed residential landscape sustainability program, Landscape for Life.
- The Orchid Symphony show included hundreds of orchid types during a stunning nine-week display. The exhibit displayed the extraordinary beauty of orchids, lighted fountains working together with symphony music, dazzling topiaries, exquisite smells and educational signage. During March and April, more than 220,000 visitors enjoyed the show.
- The summer terrace exhibit, Amber Waves of Grain, included wooden wheat sculptures amid many varieties of planted wheat, a panel exhibit and various vegetable beds to honor and interpret Dr. Norman Borlaug's work and capitalize on the public's flourishing interest in food and agriculture.
- The Thousand Bloom Chrysanthemum, a two-year collaboration with Longwood Gardens, amazed visitors with an unusual feat of horticultural prowess that had never before been seen in Washington, DC.
- Completed designs for Bartholdi Park will provide infrastructure, accessibility and sustainability upgrades. The construction work is expected to begin in FY 2015.
- Hands on Plant Science (HOPS), a signature summer program originating at the BG, has become a national model for bringing urban youths and educators into botanic gardens to learn about plant science.



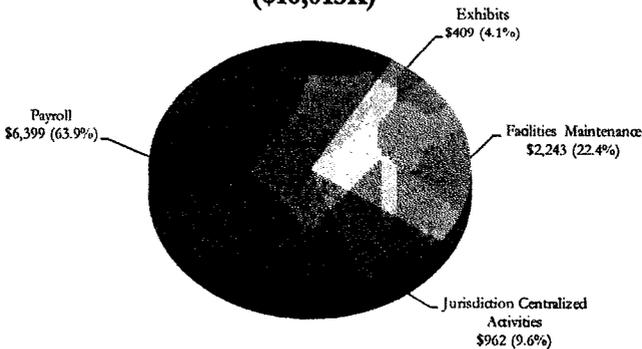
Botanic Garden

OPERATING BUDGET SUMMARY:

FY 2016 BUDGET REQUEST ALLOCATION

The Operating Budget of the Botanic Garden appropriation funds all costs associated with the maintenance, improvement, and operation of its programs, collections, exhibits, 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; including associated educational efforts, are manpower intensive.

FY 2016 Operating Budget Allocation Overview (\$10,013K)



The **Exhibits** Program Group accounts for 4.1% of the Botanic Garden budget and funds the fabrication, installation and purchase of supplies for public displays such as botany and plants exhibits, the holiday "trains" exhibit, orchid exhibits, and terrace exhibits. Funding supports 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. Exhibit design 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, and classification of plant families, importance of pollinators, and gardens for the health and well beings of visitors of all ages. The remaining funds are for the popular Orchids exhibit and other special exhibitions.



Botanic Garden

OPERATING BUDGET SUMMARY (continued)

The **Facilities Maintenance** Program Group accounts for 22.4% 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, Children's 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, such as 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 the gardens, plants and greenhouses. The continued popularity of the Botanic Garden as a destination place in Washington, D.C. adds to our annual number of visitors which requires increased expenses for cleaning and maintenance.

The **Jurisdiction Centralized Activities** Program Group accounts for 9.6% of the Botanic Garden budget and encompasses non-discretionary costs such as vehicle maintenance, training and uniforms, 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 including printing educational and outreach materials and contracted visitor services. In a successful partnership program, the Botanic Garden works with nationally-recognized collaborators to address urgent areas of national significance, including caring for wild and cultivated plant resources, agricultural and food education, sustainable horticulture, landscaping and other innovative educational programs. 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.

The **Payroll** Program Group accounts for 63.9% 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, extremely high visitor numbers 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 specialists 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.

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. The Executive Director manages day-to-day operations. 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.

Total Budget (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	9,774	9,593	9,880	10,013	133
Multi-Year Projects	2,082	-	5,693	2,100	(3,593)
Total	11,856	9,593	15,573	12,113	(3,460)

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Exhibits	428	471	400	409	9
Facilities Maintenance	2,041	2,299	2,200	2,242	43
Jurisdiction Centralized Activities	968	1,038	942	962	20
Payroll	6,337	5,785	6,338	6,399	61
Annual-Funded Projects	-	-	-	-	-
Total	9,774	9,593	9,880	10,013	133

Multi-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Total	2,082	-	5,693	2,100	(3,593)

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



Botanic Garden

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
Botanic Garden	68	-	-	68

Object Class (\$000)					
	Object Class	FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11	Personnel Compensation	4,631	4,511	4,554	44
12	Personnel Benefits	1,876	1,827	1,845	18
21	Travel	41	42	42	-
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	-	-	-	-
24	Printing and Reproduction	40	40	40	-
25	Other Contractual Services	3,224	2,767	2,767	-
26	Supplies and Materials	606	650	787	137
31	Equipment	93	93	93	-
32	Land and Structures	67	5,643	1,985	(3,658)
42	Insurance Claims and Indemnities	1	-	-	-
	Total	10,579	15,573	12,113	(3,460)

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include project-funded estimated obligations.

Botanic Garden



FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	68	15,573
Non-Recurring Costs		
Exterior Stone Repair & Roof Replacement, BG.....		(3,593)
Minor Construction.....		(2,100)
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(88)
Total Program Decreases		(5,781)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		18
FY 2016 Cost-of-Living Adjustment of 2.2%.....		89
FY 2016 Within Grade Increase.....		44
Total Mandatory Pay Related Costs		150
Price Level Changes		
Exhibits.....		9
Facilities Maintenance.....		43
Jurisdiction Centralized Activities.....		20
Total Price Level Changes		72
Program Increases		
Multi-Year Projects		
Minor Construction.....		2,100
Total Program Increases	-	2,100
Net Increase/Decrease	-	(3,460)
Total Appropriation	68	12,113



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 Programs (\$000)						
Program Groups	FY 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Exhibits	400	-	9	-	409	9
Facilities Maintenance	2,200	-	43	-	2,242	43
Jurisdiction Centralized Activities	942	-	20	-	962	20
Payroll	6,338	-	61	-	6,399	61
Total	9,880	-	133	-	10,013	133

Program Groups – Analysis of Change

Mandatory Pay and Price Increases requirement of **\$133K**, reflect Congressional Budget Office estimated funding of **\$72K** for non-pay 1.9% inflation increases and **\$89K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4% for the Federal Employee Health Benefits program and Within Grade 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 Botanic Garden with the flexibility to respond to unforeseen requirements as generated from emergencies, the Members, Committees and other Architect of the Capitol clients.

Multi-Year Projects (\$000)		Request Amount
Other Projects:		
Minor Construction.....		2,100
	Total	2,100
	Total Project Request	2,100

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.



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. Congress established the CVC to provide greater security for all persons working in or visiting the United States Capitol, and as a place to learn about the work of Congress and the United States Capitol Building. The CVC is a modern, secure, 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.

Capitol Visitor Center



HIGHLIGHTS

The CVC welcomed its 12-millionth visitor in 2014, and was awarded a Certificate of Excellence by TripAdvisor for consistent outstanding feedback from travelers. TripAdvisor ranked the CVC among the top 30 of nearly 300 similar facilities.

Throughout the year, the CVC provided 2.2 million visitors with an enjoyable and educational experience at the United States Capitol. During 2014, the CVC worked with partners in the House and Senate, and the United States Capitol Police to provide support for the following events:

- Celebration of the life of Speaker of the House Thomas S. Foley, October 29, 2013
- Unveiling of the bust of Winston Churchill, October 30, 2013
- Congressional Gold Medal Ceremony for Native American Code Talkers, November 20, 2013
- President Obama's State of the Union address, January 28, 2014
- Friends of Ireland Luncheon, March 14, 2014
- Unveiling of the statue of Dr. Norman Borlaug, March 25, 2014
- Annual Days of Remembrance, April 30, 2014
- Anne Frank Tree Dedication Ceremony, April 30, 2014
- Memorial Day Rehearsal and Concert, May 24-25, 2014
- Gold Medal Ceremony Honoring Dr. Martin Luther King, Jr. and his wife, June 24, 2014
- Gold Medal Ceremony Honoring Shimon Peres, June 26, 2014
- Independence Day Concert and Rehearsal, July 3-4, 2014

Also in 2014, the CVC:

- Developed a new War of 1812 tour in recognition of the 200th anniversary of the burning of the Capitol by the British in August 1814.
- Incorporated new middle-school civics curriculum into the standard Capitol tour.
- Created two mobile Applications, a Guide to State Statues in the Capitol's National Statuary Hall Collection and a U.S. Capitol Visitor Guide.
- Created an expanded Exhibition Hall "Encounters" Program with the Cart Program and the Hooks and Artifacts Program.
- Expanded tour training for congressional staff that for the first time gave them the chance to learn how to give tours of the Capitol Grounds. Trained more than 4,600 congressional staff during the year.
- Produced a helpful publication entitled "Guide for Interns" to respond to frequently asked questions from congressional staff about the CVC and Capitol tours.
- Developed special programs for student groups and materials targeted to middle-school students.
- Conducted workshops for teachers regarding the Capitol and Congress.
- Improved training for new Visitor Service Division staff on interpretation and presentation supplemented by videos of current staff.
- Created and installed new signage in the CVC Restaurant to promote CVC educational opportunities and digital offerings.
- Offered additional Brumidi Corridor Tours, Civil War Tours and "What's Happening in the Chamber" talks during the Rotunda closure in April 2014.

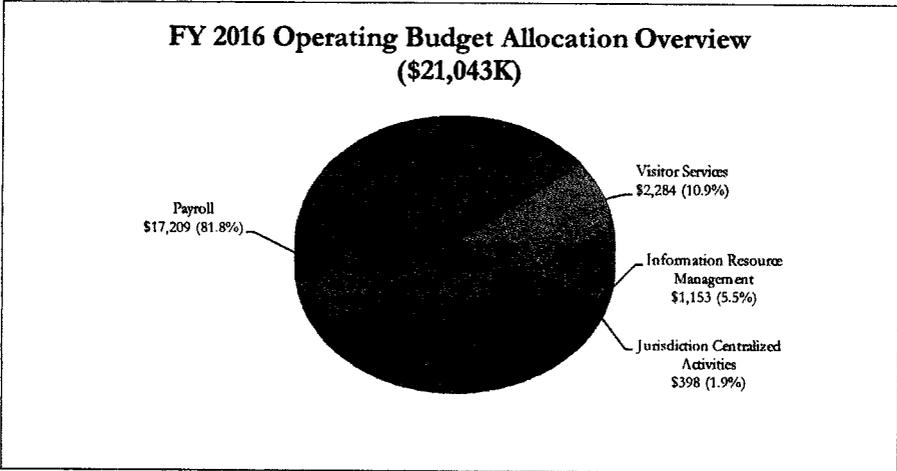
Capitol Visitor Center



OPERATING BUDGET SUMMARY:

FY 2016 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: Information Resource Management, Jurisdiction Centralized Activities, Payroll, and Visitor Services.



The **Information Resource Management** Program Group accounts for 5.5% 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. The CVC also manages reservations for the two Congressional Meeting Rooms and the Congressional Auditorium.

The **Jurisdiction Centralized Activities** Program Group accounts for 1.9% 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

OPERATING BUDGET SUMMARY (continued)

The **Payroll Program Group** accounts for 81.8% of the CVC budget and funds salaries and benefits for employees specifically supporting the appropriation. The funding requested pays for Congressional Support Services (including normal and special request services provided to Congress, their staff and the public), Leadership, Central Jurisdiction Support Services which provides the labor integral to CVC operations, such as CVC-unique human capital management, and CVC-unique legal support. The CVC payroll request also includes funding 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).

The **Visitor Services Program Group** accounts for 10.9% 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.

Capitol Visitor Center



BUDGET SUMMARY

Congress established the U.S. Capitol Visitor Center to provide greater security for all persons working in or visiting the United States Capitol and a place 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, operational start-up costs and facility maintenance activities to support the CVC.

Total Budget (\$000)					
Appropriation	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Operating Budget	20,632	20,548	20,844	21,043	199
Multi-Year Projects	-	-	-	-	-
Total	20,632	20,548	20,844	21,043	199

Operating Budget (\$000)					
Program Groups	FY 2014 Enacted	FY 2014 ¹ Actual Obligations	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Exhibits	390	196	205	-	(205)
Information Resource Management	1,010	1,410	1,131	1,152	21
Jurisdiction Centralized Activities	345	388	391	398	7
Payroll	16,781	16,739	17,090	17,209	119
Visitor Services	2,106	1,815	2,027	2,284	257
Total	20,632	20,548	20,844	21,043	199

Multi-Year Projects (\$000)					
Projects	FY 2014/2018 Enacted	FY 2014/2018 Actual Obs	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Difference
Total	-	-	-	-	-

¹ FY 2014 Actual Obligations can include reprogrammings/transfers from other appropriations.



Capitol Visitor Center

BUDGET SUMMARY (continued)

Full Time Equivalents (FTE) - Payroll Funded				
Appropriation	FY 2015 Ceiling	Realignment	Increase	FY 2016 Request
Capitol Visitor Center	240	-	-	240

Object Class (\$000)					
Object Class		FY 2014 ¹ Actual Obligations	FY 2015 ² Enacted	FY 2016 ² Request	FY 2015/2016 Difference
11	Personnel Compensation	13,165	13,441	13,534	93
12	Personnel Benefits	3,574	3,649	3,674	25
21	Travel	39	40	40	-
22	Transportation of Things	-	-	-	-
23	Rent, Communications and Utilities	-	-	-	-
24	Printing and Reproduction	354	325	325	-
25	Other Contractual Services	2,511	2,533	2,598	65
26	Supplies and Materials	466	500	515	15
31	Equipment	439	356	356	-
32	Land and Structures	-	-	-	-
42	Insurance Claims and Indemnities	-	-	-	-
Total		20,548	20,844	21,043	199

¹ FY 2014 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 2015/FY 2016 Personnel Compensation and Benefits do not include project-funded estimated obligations.

Capitol Visitor Center



FY 2016 ANALYSIS OF CHANGE

	FY 2016 Appropriation	
	FTE	Amount (\$000)
FY 2015 Enacted (FTE reflects Payroll Funded only)	240	20,844
Non-Recurring Costs		
Other Decreases		
FY 2016 Payroll Lapse Rate Adjustment.....		(287)
Total Program Decreases		(287)
Mandatory Pay Related Costs:		
FY 2016 FEHB Employer Contribution of 4.0%.....		43
FY 2016 Cost-of-Living Adjustment of 2.2%.....		237
FY 2016 Within Grade Increase.....		126
Total Mandatory Pay Related Costs		405
Price Level Changes		
Information Resource Management.....		21
Jurisdiction Centralized Activities.....		7
Visitor Services.....		52
Total Price Level Changes		80
Program Increases:		
Total Program Increases		-
Net Increase/Decrease	-	199
Total Appropriation	240	21,043



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 (\$000)						
Program Groups	FY 2015 Enacted	Program Realignment/ Transfers	Mandatory Pay and Price Increases	Program Changes	FY 2016 Request	FY 2015/2016 Difference
Exhibits	205	(205)	-	-	-	(205)
Information Resource Management	1,131	-	21	-	1,152	21
Jurisdiction Centralized Activities	391	-	7	-	398	7
Payroll	17,090	-	119	-	17,209	119
Visitor Services	2,027	205	52	-	2,284	257
Total	20,844	-	199	-	21,043	199

Program Groups - Analysis of Changes

Mandatory Pay and Price Increases requirement of **\$199K**, reflect Congressional Budget Office estimated funding of **\$80K** for non-pay 1.9% inflation increases and **\$119K** for pay related inflation increases (2.2% for Cost-of-Living adjustment, 4% for the Federal Employee Health Benefits program and Within Grade adjustment).

Exhibits and Visitor Services

Program realignment from Exhibit Conservation to Visitor Services (\$205K)

Funds previously budgeted in the Exhibit Conservation Program Group which funded exhibit supplies; documentation rotation; online exhibition; education and public programs has been realigned to the Visitor Services program group to more accurately reflect the nature of the requirement.

LIBRARY OF CONGRESS
FISCAL 2016 BUDGET JUSTIFICATION

SUBMITTED FOR USE OF THE COMMITTEES ON APPROPRIATIONS



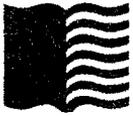


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LIBRARY OF CONGRESS OVERVIEW

FISCAL 2016

The Library of Congress is submitting its fiscal 2016 appropriations request to the Congress with a focus on maintaining and improving services to the Congress and the American people by:

- Restoring critical infrastructure to ensure efficient and cost-effective delivery of products and services;
- Improving IT infrastructure and addressing critical and urgent recommendations from the Government Accountability Office (GAO);
- Leveraging Legislative Branch shared services including Congress.gov and the Legislative Branch Financial Management System (LBFMS); and
- Ensuring management accountability by employing the strategic planning process created in the spirit of the Government Performance and Results Act.

Restoring Critical Infrastructure

Since fiscal 2010, the Library has been operating with progressively decreasing base resources, a circumstance that has forced difficult choices between competing priorities: the investment in human capital (staff-dependent services and programs) versus physical infrastructure and information technology. Despite selective additions to base funding over the last two budget cycles, the Library's total appropriation went from \$684 million in fiscal 2010 to \$631 million in fiscal 2015, a reduction of more than \$53 million (8 percent). Over the same period, the number of funded and filled positions decreased by 400 (11 percent). In spite of this, the Library has continued to build its digital capacities and collections alongside the still growing analog library.

Because of the one-of-a-kind skills of many of the Library's staff, outright cuts in the pay budget have been kept to a minimum. Nonetheless, substantial attrition and the very limited hiring of replacement staff have resulted in significant and growing knowledge gaps. Without funding for mandatory pay raises and inflation, the Library has had no choice but to absorb these costs, dramatically reducing the Library's spending power across the board.

To continue to deliver core services during this period of constraint, the Library has implemented cost cutting actions, including the consolidation of broad program areas, with a keen focus on planning and governance processes to direct resources to the highest priority activities. However, the Library now is faced with the need to make selective investments that cannot be achieved through the redeployment of base funding, a departure from the essentially flat budget requests of the last three years. The fiscal 2016 request reduces the number of authorized full time equivalents (FTEs) that current funding can no longer support by 405, an 11 percent reduction from the fiscal 2015 authorized level. At the same time, the Library is seeking selective resource additions in critical areas totaling \$13.9 million and 60 FTEs, as well as funding for mandatory pay and price level increases of \$21.9 million (a total requested increase of 5.7 percent).

New funding requests fall fairly neatly into the strategic framework articulated through the Library's current strategic plan and Futures focus, involving the shoring up of areas of fundamental human capital, physical infrastructure, and information technology need.

- **Financial System Support, Office of the Librarian (\$1.800 million)**
Provide a software upgrade to maintain industry standards for the LBFMS (\$ 1.3 million) and a cost-benefit based alternatives analysis for the LBFMS of the future (one-time funding of \$500,000).
- **National Collection Stewardship, Library Services (\$4.814 million/9 FTEs)**
Expand collections storage capacity on Capitol Hill through installation of compact shelving and the lease of interim collections storage space, to address emergency storage requirements on Capitol Hill until Ft. Meade modules are available. (Module 5 is expected to be completed by the end of calendar year 2017.)
- **Digital Collections Center, Library Services (\$2.006 million/15 FTEs)**
Establish and staff a Digital Collections Center, to address unmet collections management, custodial, and training needs by providing a platform for the Library to manage its collection of digital content.

- **National Recording Preservation Foundation Matching Grant, Library Services (\$0.275 million)**
Partially match private contributions raised by the National Recording Preservation Foundation for the preservation and accessibility of the nation's sound recording heritage, similar to the match authorized for the National Film Foundation.
- **Access to Law Library Collections, Law Library (\$1.198 million/5 FTEs)**
Provide staffing and contractual support for collections maintenance efforts, including completion of the Class K conversion over a 7-year period to ensure that the Law collections are cataloged in compliance with widely accepted classification standards and are accessible for the research needs of the Congress.
- **Registration Staffing, Copyright (\$2.029 million in offsetting collections/20 FTEs)**
Improve services and work to avoid potential backlogs for fee-paying copyright registration filers through the addition of 20 registration specialists and related staff.
- **Recordation Business Process Reengineering, Copyright (\$0.676 million/5 FTEs)**
Add staff capacity to reengineer the document recordation function, to eliminate paper-based application protocols and support the public database of recorded documents. Additional expertise is required for data archiving and analysis and liaison activities with external stakeholders.
- **Increased Capacity for Research on Health System Change, CRS (\$1.087 million/6 FTEs)**
Provide additional capacity to meet wide-ranging congressional public policy interests.

Improving IT Infrastructure

A new Chief Information Officer (CIO) and Deputy CIO, to be hired after a national search in fiscal 2015, will report directly to the Librarian and will play a key operational role in fiscal 2016. The CIO will work closely with the Library's Collection Development Officer, who coordinates all Library-wide analog and digital collection management, to ensure that collection needs are understood. The CIO will direct the IT strategy of the Library as a whole and monitor the deployment and prioritization of IT resources to ensure the proper infrastructure to support the mission and to reduce costs. Since the Library's IT resources are shared, an imperative for the new CIO will be to establish a balanced program that meets the infrastructure requirements of all service units.

Recent findings by the GAO and the Office of the Inspector General (OIG) have identified significant challenges for the Library in the areas of IT strategic planning, enterprise architecture, human capital management, IT investment management, system acquisition and development, information security, service management, and IT leadership. In response to GAO recommendations, the Librarian announced in January 2015 that the Library will be conducting a national search for a CIO and Deputy CIO. He also appointed an acting CIO and acting Deputy CIO to develop an IT strategic plan within 90 days. Guided by the GAO and OIG recommendations, the acting CIO and Deputy CIO will create an IT strategic direction plan, assess current operations and recommend changes, and identify shared services.

Legislative Branch Shared Services

The Library has increased and improved the public's access to legislative data. At the direction of House leadership and the Library's oversight and appropriations committees, Library personnel collaborated with both chambers and our legislative branch sister agencies to more efficiently exchange and more effectively present legislative information. Throughout the past year, the Library added features and data to Congress.gov, which left its beta phase on its course to eventually replacing THOMAS and LIS. The Library has been an active participant on and key contributor to the Speaker's Bulk Data Task Force. As part of the Task Force, the Library provides legislative data in bulk to the public, including bill text and summaries and (expected for the 114th Congress), bill status data, via the Government Publishing Office's FDSys bulk data repository.

The Library hosts the LBFMS, which currently cross-services four other legislative agencies (Congressional Budget Office, Open World Leadership Center, Office of Compliance, and United States Capitol Police) and plans to begin servicing the Architect of the Capitol in fiscal 2016. Requested funding for a software update, to keep with the industry standard practice, and a study of the financial system marketplace, to establish future system options, will help ensure that the LBFMS – a substantial capital investment – continues to fulfill the needs of the Library and its cross-serviced agencies.

Performance Management

The Library will continue to ensure management accountability under the Planning and Budgeting Framework established in fiscal 2011. The framework links planning and budgeting in a strategic planning process created in the spirit of the Government Performance and Results Act. Regular performance meetings will continue during fiscal 2015 to review progress against specific, detailed goals and targets as the Library continues to lay important groundwork for its fiscal 2016-2020 strategic plan update.

Futures Program for the Library of Congress

In September 2013, the Librarian initiated the Futures Program for the Library of Congress, drawing exclusively on the Library's staff to bring fresh vision to key issues facing the Library and develop 21st century approaches to fulfilling the Library's historic mission in rapidly changing times. The Futures Program's recommendations represent one direction to consider as the Library updates the fiscal 2016-2020 strategic plan.

The Librarian directed that Futures Program recommendations build on unique institutional strengths, focusing in particular on initiatives or opportunities that would be both actionable and fundable without additional resources. The recommendations fall under three thematic groupings: (1) those that focus on the mediation of knowledge through strategies to ensure that the Library's workforce is well equipped to complement traditional knowledge with expertise in the digital world; (2) those that address the development of a coherent and accountable digital strategy, to be directed by a new CIO and the recently appointed Collection Development Officer; and (3) those that explore fresh collaborations with outside organizations and local communities, emphasizing lifelong learners and the K-12 community.

The Librarian selected eight principal action items to be pursued from Futures Program recommendations, each falling primarily under one of the three themes:

Mediation of knowledge:

- Support succession planning by reestablishing an apprentice-type internship program to recruit recent library school graduates and graduates from relevant postgraduate programs;
- Establish mutually enriching exchanges of expertise with public and private institutions; and
- Appoint committees of existing staff to monitor contemporary academic focus and recommend programs to make greater national use of collections related to Latin America and science, technology, engineering and mathematics.

Digital strategy:

- Work with a recently appointed Collection Development Officer to bring together under a single executive both analog and digital collections policy and development; and
- Launch a new national audiovisual and multimedia education program from the Library's National Audiovisual Conservation Center (Packard Campus).

Collaborations with outside organizations and local communities:

- Build on already-established Library programs such as the National Book Festival and the Center for the Book to support lifelong learning, with an emphasis on the K-12 community;
- Create a program for young people to recognize progress in reading; and
- Provide virtual repatriation of widely scattered cultural treasures from developing nations through the World Digital Library.

The Library already has launched initiatives that flow from Futures Program recommendations to the extent that current resources and authorization allow. Among the fiscal 2015 projects that the Librarian has directed to be implemented are the pilot effort to monitor scholarship and other programs that promote use of the Library's unique Latin American collection resources, and the development of a specialized recruitment program for recent library school graduates and others with relevant advanced degrees. The Librarian is personally monitoring the progress of these initiatives.

LIBRARY OF CONGRESS

The Librarian of Congress
James H. Billington
 Deputy Librarian of Congress
 David S. Mao
 Chief of Staff
 Robert R. Nowlen

Office of the Librarian

Copyright Royalty Judges

Office of the Librarian
 Congressional Reference Office
 Development Office
 Office of the Chief Financial Officer
 Office of Communications and Public Management
 Office of the Council on Library and Information Resources
 Office of Special Projects and Public Programs

Congressional Research Service
 Mary B. Mazatec

- Office of Director
- American Law Division
- Domestic Social Policy Division
- Foreign Affairs, Defense and Trade Division
- Government and Finance Division
- Resources, Science and Industry Division
- Knowledge Service Group
- Office of the Counselor to the Director
- Office of Finance and Administration
- Office of Congressional Information and Publishing
- Office of Information Management and Technology
- Office of Workforce Management and Development

U.S. Copyright Office
 Maria A. Pallante

- Register of Copyrights and Director of the U.S. Copyright Office
- General Counsel and Associate Register of Copyrights
- Associate Register of Copyrights and Director of Policy & International Affairs
- Associate Register of Copyrights and Director of Registration Policy & Practices
- Associate Register of Copyrights and Director of Public Information & Education
- Chief Information Officer
- Chief of Operations
- Director, Office of Public Records and Reprographics

Legal Library
 Elizabeth R. Scheller, Acting

- Office of the Law Librarian
- Chief Legal Counsel
- Director, Office of Legislative and Oversight
- Office of Legislative and Oversight
- Office of Administration

Library Services
 Mark Sweeney, Acting

- Office of the National Director
- Advocacy and Service Division
- Administrative and Information Services
- Academic Services
- Knowledge Policy Division
- Partnership and Outreach Programs
- Biographic

National Library Service for the Blind and Physically Handicapped

Office of Support Operations
 Lucy D. Suddeth

- Office of the Chief Information Officer
- Office of Information Management and Technology
- Office of Security and Emergency Preparedness
- Library Services Center
- Integrated Support Center

Office of Strategic Initiatives
 Elizabeth R. Scheller, Acting

- Office of the Associate Librarian for Strategic Initiatives and Chief Information Officer
- Digital Initiatives
- Teaching with Primary Sources
- National Digital Information Infrastructure and Preservation Program (NDIIPP)
- Information Technology Services

Fiscal 2015 Appropriation
 Library of Congress, S&E: 2,992

Congressional Research Service, S&E
 651

Copyright, S&E
 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 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
Library of Congress, S&E											
Office of the Librarian	475	\$ 30,494	128	\$ 29,837	446	\$ 27,279	142	\$ 30,018	-304	\$ 2,739	10.0%
Library Services	1,319	209,465	1,259	205,734	1,347	215,952	1,371	231,033	24	15,081	7.0%
Office of Strategic Initiatives	351	104,767	323	103,377	352	107,303	352	111,210	0	3,907	3.6%
Law Library	94	15,849	90	17,963	94	16,283	99	18,028	5	1,745	10.7%
Office of Support Operations	239	48,777	221	47,178	239	49,543	239	50,987	0	1,444	2.9%
Office of Inspector General	14	2,700	13	2,663	14	2,997	14	3,094	0	97	3.2%
Total Budget, LC, S&E	2,492	\$412,052	2,034	\$406,752	2,492	\$419,357	2,217	\$444,370	-275	\$ 25,013	6.0%
CDS & LAW Offsetting Collections		- 6,350		0		- 6,350		- 6,350		0	0.0%
Total, Approp, LC, S&E	2,492	\$405,702	2,034	\$406,752	2,492	\$413,007	2,217	\$438,020	-275	\$ 25,013	6.1%
Copyright Office, S&E											
COP Basic	439	\$ 45,005	361	\$ 43,950	439	\$ 47,541	411	\$ 51,903	-28	\$ 4,362	9.2%
COP Licensing	30	5,099	19	4,842	30	5,230	22	5,388	-8	158	3.0%
COP Royalty Judges	6	1,520	6	1,182	6	1,532	6	1,584	0	52	3.4%
Total Budget, CO, S&E	475	\$ 51,624	386	\$ 49,954	475	\$ 54,303	439	\$ 58,875	-36	\$ 4,572	8.4%
Basic Offsetting Collections		- 27,971		0		- 27,971		- 30,000		- 2,029	7.3%
Licensing Offsetting Collections		5,099		0		5,230		5,388		158	3.0%
CRJ Offsetting Collections		- 374		0		- 381		- 389		- 8	2.1%
Total, Approp, CO, S&E	475	\$ 18,180	386	\$ 49,954	475	\$ 20,721	439	\$ 23,098	-36	\$ 2,377	11.5%
Congressional Research Service, S&E											
CRS, S&E	651	\$105,350	595	\$105,313	651	\$106,945	622	\$111,956	-29	\$ 6,011	4.7%
Books for the Blind and Physically Handicapped, S&E											
BBPH, S&E	128	\$ 49,750	105	\$ 49,008	128	\$ 50,248	123	\$ 51,428	-5	\$ 1,180	2.3%
Total Resource Summary, LC											
Total Budget	3,746	\$618,776	3,120	\$611,027	3,746	\$630,853	3,401	\$666,629	-345	\$35,776	5.7%
Total Offsetting Collections		39,794		0		39,932		- 42,127		- 2,195	5.6%
Total Appropriations, LC	3,746	\$578,982	3,120	\$611,027	3,746	\$590,921	3,401	\$624,502	-345	\$33,581	5.7%

**Library of Congress
Resource Summary
Analysis of Change**
(Dollars in Thousands)

Appropriation/PPA	Fiscal 2015 Operating Plan	Fiscal 2016						Fiscal 2016 Total Request
		Mandatory Pay Increases	Price Level	Sub-total	Current Services Request	Program Increases	Total Net Change	
Library of Congress, S&E								
Office of the Librarian	\$ 27,279	\$ 711	\$ 228	\$ 939	\$ 28,218	\$ 1,800	\$ 2,739	\$ 30,018
Library Services	215,952	5,816	2,171	7,987	223,939	7,094	15,081	231,033
Office of Strategic Initiatives	107,303	1,943	1,965	3,908	111,211	0	3,908	111,211
Law Library	16,283	417	130	547	16,830	1,198	1,745	18,028
Office of Support Operations	49,543	994	450	1,444	50,987	0	1,444	50,987
Office of Inspector General	2,997	77	19	96	3,093	0	96	3,093
Total Budget, LC, S&E	\$419,357	\$ 9,958	\$4,963	\$14,921	\$434,278	\$10,092	\$25,013	\$444,370
CDS & Law Offsetting Collections	6,350	0	0	0	6,350	0	0	6,350
Total Approp, LC, S&E	\$413,007	\$ 9,958	\$4,963	\$14,921	\$427,928	\$10,092	\$25,013	\$438,020
Copyright Office, S&E								
COP Basic	\$ 47,541	\$ 1,457	\$ 200	\$ 1,657	\$ 49,198	\$ 2,705	\$ 4,362	\$ 51,903
COP Licensing	5,230	88	70	158	5,388	0	158	5,388
COP Royalty Judges	1,532	44	8	52	1,584	0	52	1,584
Total, Budget, CO, S&E	\$ 54,303	\$ 1,589	\$ 278	\$ 1,867	\$ 56,170	\$ 2,705	\$ 4,572	\$ 58,875
Basic offsetting collections	- 27,971	0	0	0	- 27,971	- 2,029	- 2,029	- 30,000
Licensing offsetting collections	5,230	88	70	158	5,388	0	158	5,388
CRJ offsetting collections	381	0	8	8	389	0	8	- 389
Total, Approp, CO, S&E	\$ 20,721	\$ 1,501	\$ 200	\$ 1,701	\$ 22,422	\$ 676	\$ 2,377	\$ 23,098
Congressional Research Service, S&E								
CRS, S&E	\$106,945	\$ 3,572	\$ 352	\$ 3,924	\$110,869	\$ 1,087	\$ 5,011	\$111,956
Books for the Blind and Physically Handicapped, S&E								
BBPH, S&E	\$ 50,248	\$ 470	\$ 710	\$ 1,180	\$ 51,428	\$ 0	\$ 1,180	\$ 51,428
Total, Library of Congress								
Total Budget	\$630,853	\$15,589	\$6,303	\$21,892	\$652,745	\$13,884	\$35,776	\$668,629
Total Offsetting Collections	- 39,932	- 88	78	166	- 40,098	- 2,029	2,195	- 42,127
Total Appropriations	\$590,921	\$15,501	\$6,225	\$21,726	\$612,647	\$11,855	\$33,581	\$624,502

Library of Congress
Summary by Object Class
(Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
11.1 Full-time permanent	\$304,430	\$298,388	\$311,912	\$324,350	+ \$12,438	4.0%
11.3 Other than full-time permanent	6,105	5,953	6,017	6,163	+ 146	2.4%
11.5 Other personnel compensation	603	686	1,029	1,066	+ 37	3.6%
11.5A Staff Awards ¹	2,128	2,380	2,540	2,602	+ 62	2.4%
11.8 Special personal services payment	328	376	410	420	+ 10	2.4%
12.1 Civilian personnel benefits	87,642	87,447	92,511	101,778	+ 9,267	10.0%
13.0 Benefits for former personnel	147	137	145	145	0	0.0%
Total, Pay	\$401,383	\$395,367	\$414,564	\$436,524	+ \$21,960	5.3%
21.0 Travel & transportation of persons	1,669	1,225	1,599	1,658	+ 59	3.7%
22.0 Transportation of things	487	455	619	634	+ 15	2.4%
23.1 Rental payments to GSA	5,594	5,564	5,947	7,263	+ 1,316	22.1%
23.2 Rental payments to others	636	553	571	595	+ 24	4.2%
23.3 Communication, utilities & misc charges	8,820	8,622	7,978	8,216	+ 238	3.0%
24.0 Printing & reproduction	3,522	3,389	3,510	3,581	+ 71	2.0%
25.1 Advisory & assistance services	30,992	29,246	25,451	26,336	+ 885	3.5%
25.2 Other services	41,486	39,404	46,369	51,202	+ 4,833	10.4%
25.3 Other purch of gds & services from gov acc	9,585	8,427	8,385	8,603	+ 218	2.6%
25.4 Operation & maintenance of facilities	5,423	4,962	6,828	6,958	+ 130	1.9%
25.5 Research & development contracts	615	94	310	316	+ 6	1.9%
25.6 Medical care	11	11	11	11	0	0.0%
25.7 Operation & maintenance of equipment	19,427	19,080	22,169	23,969	+ 1,800	8.1%
25.8 Subsistence & support of persons	87	89	137	139	+ 2	1.5%
26.0 Supplies & materials	6,863	6,146	6,742	7,023	+ 281	4.2%
31.0 Equipment	75,481	83,192	71,665	74,708	+ 3,043	4.2%
41.0 Grants, subsidies & contributions	5,978	5,579	7,339	8,213	+ 874	11.9%
42.0 Insurance claims & indemnities	3	0	3	3	0	0.0%
44.0 Refunds	50	0	20	20	0	0.0%
94.0 Financial Transfers	164	623	136	147	+ 11	8.1%
Total, Non-Pay	\$216,893	\$216,661	\$215,789	\$229,595	+ \$13,806	6.4%
Total, Library of Congress	\$618,776	\$612,028	\$630,853	\$666,629	+ \$35,776	5.7%

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 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	3,746	\$630,853
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	405	0
Total, Non-recurring Costs	405	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		5,628
Annualization of January 2015 pay raise @ 1%		1,038
Within-grade increases		1,840
Foreign Service Nationals (FSN) pay adjustment		462
FERS agency rate adjustment from 11.9% to 13.7%		5,013
One Extra Day		1,608
Total, Mandatory Pay and Related Costs	0	15,589
Price Level Changes		6,303
Program Increases:		
Legislative Branch Financial Management System Upgrade		1,300
Financial System Study		500
National Collection Stewardship Program	9	4,814
Digital Collections Center	15	2,005
National Recording Preservation Foundation Matching Grant		275
Access to Law Library Collections - Class K Conversion	5	1,198
Copyright Office Registration Staffing	20	2,029
Copyright Recordation Business Process Reengineering	5	676
CRS Increased Capacity for Research on Health System Change	6	1,087
Total Program Increases	60	13,884
Net Increase/Decrease	- 345	\$ 35,776
Total Budget	3,401	\$666,629
Total Offsetting Collections	0	- 42,127
Total Appropriation	3,401	\$624,502

Library of Congress
Staffing Summary - On-Board/FTEs

Direct Funded by Appropriation/PPA	On-Board		FTEs				Change
	Fiscal 2014 Year-end Actual	Fiscal 2014 Actual FTE Usage	Fiscal 2015 Operating Plan	Fiscal 2016 Unfunded FTE Adjust ¹	Fiscal 2016 Program FTE Request	Fiscal 2016 Total FTE Request	
Library of Congress, S&E							
Office of the Librarian	131	128	137	5	0	142	5
Library Services	1,283	1,259	1,319	28	24	1,371	52
Office of Strategic Initiatives	336	323	356	4	0	352	4
Law Library	90	90	94	0	5	99	5
Office of Support Operations	226	221	239	0	0	239	0
Office of the Inspector General	15	13	14	0	0	14	0
Unfunded LC, S&E FTE Reserve	0	0	333	333	0	0	333
Total, Library of Congress, S&E	2,081	2,034	2,492	- 304	29	2,217	275
Copyright Office, S&E							
COP Basic	371	361	439	53	25	411	28
COP Licensing	18	19	30	8	0	22	8
COP CRJ	6	6	6	0	0	6	0
Total, Copyright Office, S&E	395	386	475	61	25	439	36
Congressional Research Service, S&E							
CRS, S&E	615	595	651	35	6	622	- 29
Books for the Blind and Physically Handicapped, S&E							
BBPH, S&E	119	105	128	5	0	123	5
Total, Library of Congress							
Total, Library of Congress	3,210	3,120	3,746	- 405	60	3,401	- 345

¹ Adjustment for authorized, but unfunded FTEs, as directed by House Report 113-417, which states: Unfunded FTEs – The Committee fully understands that funding reductions over the past years has resulted in authorized but unfunded Full-Time-Equivalent's (FTEs). Currently the Library has an excess of authorized but unfunded FTEs Library wide. The Committee directs the Library to make appropriate reductions in all appropriations under, the heading Library of Congress, and reflect those downward adjustments in the fiscal year 2016 budget request.

Library of Congress
Fiscal 2016 Supplemental Data on Mandatory Pay Increases
(Dollars in Thousands)

Category	LC, S&E	CO, S&E	CRS, S&E	BBPM, S&E	Total
1. Within-grade (WIG) Increases	\$1,202	\$ 191	\$ 395	\$ 52	\$ 1,840
2. Jan. 2016 Locality-based Comparability Pay Raise	3,528	594	1,331	175	5,628
3. Annualization of January 2015 Pay Raise	650	110	246	32	1,038
4. Foreign Service Nationals (FSN) Pay Adjustment	462	-	-	-	462
5. FERS agency rate adjustment	3,112	523	1,217	161	5,013
6. One Extra Day	1,004	171	383	50	1,608
Total Mandatory Pay Increases	\$9,958	\$1,589	\$3,572	\$470	\$15,589

Explanation of Calculations

1. Within-grade (WIG) increases calculated against current on-board staff eligible for WIGs during fiscal 2016.
2. January 2016 pay raise calculated at 1.35% of pay base. (CBO Pay Rate of 1.8% for 9 months or 75%).
3. Annualization of January 2015 pay raise calculated at 0.25% of pay base. (Actual rate of 1% X 3 months or 25%).
4. Pay adjustment for overseas Foreign Service nationals. Computation based on individual country inflation rates, provided by the International Monetary Fund, World Economic Outlook Database, applied to the pay base. Country rates used for fiscal 2016 are as follows: Brazil – 5.62%; Egypt – 12.01%; Kenya – 5.08%; India – 6.73%; Pakistan – 6.75%; and Indonesia – 6.08%.
5. Effective October 1, 2014, FERS agency contribution rates increased from 11.9% to 13.2% due to changes in assumptions about demographics of participants and interest rates, as announced by the Board of Actuaries. Effective October 1, 2015, FERS agency contribution rates are expected to increase from 13.2% to 13.7%. The requested increase was calculated at 1.8% (13.7% - 11.9%) of the pay base. The Library estimates agency FERS participation level in fiscal 2016 to be 88%.
6. Fiscal 2016 has one extra day – 262 vs. 261 days. Pay base divided by 261 equals the amount requested for one extra day.

Library of Congress
Fiscal 2016 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	\$2,211	\$207	\$173	\$710	\$3,301
2. Field Office inflationary increase	326	-	-	-	326
3. Acquisitions of library materials inflation	652	-	-	-	652
4. Software maintenance	1,304	71	179	-	1554
5. National Film Preservation Foundation grant	470	-	-	-	470
Total Price Level Increases	\$4,963	\$278	\$352	\$710	\$6,303

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. Non-Pay adjustment for overseas Foreign Service nationals. Computation based on individual country inflation rates, provided by the International Monetary Fund, World Economic Outlook Database, applied to the non-pay base. Country rates used for fiscal 2016 are as follows: Brazil - 5.62%; Egypt - 12.01%; Kenya - 5.08%; India - 6.73%; Pakistan - 6.75%; and Indonesia - 6.08%..
3. Inflationary rate for acquisition of library materials determined by annual study and/or actual historical rates. Rates used for fiscal 2016 are as follows: Books for the Law Library - 3.32%; Books for the General Collections (GENPAC) - 3.34%.
4. Software maintenance inflationary increase calculated using actual historical rate of 15% of software maintenance base.
5. Per P.L. 110-336, Sec. 3, (b)(1), increase grant to the National Film Preservation Foundation from \$530,000 to authorization level of \$1M.

Library of Congress
Total Funds Available - All Sources
(Dollars in Thousands)

	Fiscal 2014 Actual	Fiscal 2015 Budget	Fiscal 2016 Request
Total Appropriations			
Library of Congress	\$578,982	\$590,921	\$624,502
AOC - Library Buildings and Grounds	53,392	42,180	65,801
Subtotal, Appropriations	\$632,374	\$633,101	\$690,303
Receipts (Actual Collected and Estimated)			
Sales of catalog cards and publications	\$ 2,856	\$ 6,000	\$ 6,000
Collections to Global Legal Information Network	0	350	350
Copyright fees	29,739	27,971	30,000
Licensing and CRJ fees	5,473	5,611	5,777
Subtotal, Receipts	\$ 38,068	\$ 39,932	\$ 42,127
Non-Appropriated Funds			
Gift and Trust Funds ¹	\$ 13,323	\$ 11,450	\$ 12,229
Revolving Fund Revenue (Actual & Estimated)	105,919	90,039	95,147
Reimbursable Activities (Actual & Estimated)	2,008	2,500	2,600
Subtotal, Non-Appropriated Funds	\$121,250	\$103,989	\$109,976
Total Funds Available			
Total	\$791,692	\$777,022	\$842,406

¹ Includes new gift and trust fund contributions and income realized; excludes prior-year carryover funds.

Library of Congress
Statement of Receipts
(Dollars in Thousands)

	Fiscal 2014 Actual	Fiscal 2015 Estimate	Fiscal 2016 Estimate
Statement of Receipts, Treasury Department General Fund Account			
Other miscellaneous receipts	\$ 2,136	\$ 250	\$ 250
Total Receipts into General Fund Account	\$ 2,136	\$ 250	\$ 250
Statement of Receipts, Payments to Copyright Owners			
Receipts from fees, Digital audio recording devices and media (DART)	\$ 346	\$ 360	\$ 374
Receipts from interest on investments in public debt securities (DART)	1	1	5
Total Receipts into Special Fund Account	\$ 347	\$ 361	\$ 379



LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Library of Congress, S&E Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
Office of the Librarian	475	\$ 30,494	128	\$ 29,837	446	\$ 27,279	142	\$ 30,018	-304	\$ 2,739	10.0%
Library Services	1,319	209,465	1,259	205,734	1,347	215,952	1,371	231,033	24	15,081	7.0%
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Law Library	94	15,849	90	17,963	94	16,283	99	18,028	5	1,745	10.7%
Office of Support Operations	239	48,777	221	47,178	239	49,543	239	50,987	0	1,444	2.9%
Office of the Inspector General	14	2,700	13	2,663	14	2,997	14	3,094	0	97	3.2%
Total Budget, LC, S&E	2,492	\$412,052	2,034	\$406,752	2,492	\$419,357	2,217	\$444,370	-275	\$25,013	6.0%
CDS & Law Offsetting Collections		- 6,350		0		- 6,350		- 6,350		0	0.0%
Total Appropriation, LC, S&E	2,492	\$405,702	2,034	\$406,752	2,492	\$413,007	2,217	\$438,020	-275	\$25,013	6.1%

Library of Congress, Salaries and Expenses
Summary By Object Class
(Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+\$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+\$ 10	2.0%
11.1 Full-time permanent	\$194,761	\$189,020	\$196,747	\$203,928	+\$ 7,181	3.6%
11.3 Other than full-time permanent	3,895	3,861	4,112	4,213	+ 101	2.5%
11.5 Other personnel compensation	568	665	668	696	+ 28	4.2%
11.5A Staff Awards ¹	1,274	1,533	1,540	1,578	+ 38	2.5%
11.8 Special personal services payment	288	336	355	364	+ 9	2.5%
12.1 Civilian personnel benefits	56,844	56,065	58,586	64,034	+ 5,448	9.3%
13.0 Benefits for former personnel	100	100	100	100	0	0.0%
Total, Pay	\$257,730	\$251,580	\$262,108	\$274,913	+\$12,805	4.9%
21.0 Travel & transportation of persons	1,053	809	1,052	1,094	+ 42	4.0%
22.0 Transportation of things	431	408	564	578	+ 14	2.5%
23.1 Rental payments to GSA	3,635	3,605	3,620	4,892	+ 1,272	35.1%
23.2 Rental payments to others	314	237	261	279	+ 18	6.9%
23.3 Communication, utilities & misc charges	7,433	7,291	6,674	6,887	+ 213	3.2%
24.0 Printing & reproduction	2,045	2,092	2,029	2,072	+ 43	2.1%
25.1 Advisory & assistance services	29,082	28,054	23,931	24,537	+ 606	2.5%
25.2 Other services	26,452	24,756	29,557	34,064	+ 4,507	15.2%
25.3 Other purch of gds & services from gov acc	8,592	7,572	7,384	7,577	+ 193	2.6%
25.4 Operation & maintenance of facilities	5,403	4,825	6,665	6,792	+ 127	1.9%
25.6 Medical care	11	11	11	11	0	0.0%
25.7 Operation & maintenance of equipment	17,186	16,115	19,801	21,338	+ 1,537	7.8%
25.8 Subsistence & support of persons	9	8	9	9	0	0.0%
26.0 Supplies & materials	2,975	2,324	2,553	2,755	+ 202	7.9%
31.0 Equipment	43,006	50,863	45,140	47,679	+ 2,539	5.6%
41.0 Grants, subsidies & contributions	5,978	5,579	7,339	8,213	+ 874	11.9%
42.0 Insurance claims & indemnities	3	0	3	3	0	0.0%
44.0 Refunds	50	0	20	20	0	0.0%
94.0 Financial transfers	164	623	136	147	+ 11	8.1%
Total, Non-Pay	\$153,822	\$165,172	\$156,749	\$168,947	+\$12,198	7.8%
Total, Library of Congress, S&E	\$412,052	\$406,752	\$419,357	\$444,370	+\$25,013	6.0%

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, S&E
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	2,492	\$419,357
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 304	0
Total, Non-recurring Costs	304	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		3,528
Annualization of January 2015 pay raise @ 1%		650
Within-grade increases		1,202
Foreign Service Nationals (FSN) pay adjustment		462
FERS agency rate adjustment from 11.9% to 13.7%		3,112
One Extra Day		1,004
Total, Mandatory Pay and Related Costs	0	9,958
Price Level Changes		4,963
Program Increases:		
Legislative Branch Financial Management System Upgrade		1,300
Financial System Study		500
National Collection Stewardship Program	9	4,814
Digital Collections Center	15	2,005
National Recording Preservation Foundation Matching Grant		275
Access to Law Library Collections - Class K Conversion	5	1,198
Total Program Increases	29	10,092
Net Increase/Decrease	- 275	\$ 25,013
Total Budget	2,217	\$444,370
Total Offsetting Collections	0	6,350
Total Appropriation	2,217	\$438,020



Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of the Librarian Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
11.1 Full-time permanent	\$13,594	\$13,334	\$14,291	\$14,643	+ \$ 352	2.5%
11.3 Other than full-time permanent	283	297	211	216	+ 5	2.4%
11.5 Other personnel compensation	205	249	250	256	+ 6	2.4%
12.1 Civilian personnel benefits	3,564	3,879	4,652	4,998	+ 346	7.4%
13.0 Benefits for former personnel	100	100	100	100	0	0.0%
Total, Pay	\$17,746	\$17,859	\$19,504	\$20,213	+ \$ 709	3.6%
21.0 Travel & transportation of persons	77	36	87	89	+ 2	2.3%
22.0 Transportation of things	32	24	35	36	+ 1	2.9%
23.3 Communication, utilities & misc charges	194	157	198	202	+ 4	2.0%
24.0 Printing & reproduction	216	163	113	115	+ 2	1.8%
25.1 Advisory & assistance services	6,469	5,639	2,257	2,300	+ 43	1.9%
25.2 Other services	1,231	223	1,641	3,473	+ 1,832	111.6%
25.3 Other purch of gds & services from gov acc	20	10	32	32	0	0.0%
25.7 Operation & maintenance of equipment	449	902	507	583	+ 76	15.0%
26.0 Supplies & materials	126	61	97	99	+ 2	2.1%
31.0 Equipment	3,431	4,748	2,305	2,363	+ 58	2.5%
41.0 Grants, subsidies & contributions	0	15	0	0	0	0.0%
42.0 Insurance claims & indemnities	3	0	3	3	0	0.0%
Total, Non-Pay	\$12,248	\$11,978	\$ 7,275	\$ 9,296	+ \$2,020	27.8%
Total, Office of the Librarian	\$30,494	\$29,837	\$27,279	\$30,018	+ \$2,739	10.0%

Office of the Librarian
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	446	\$27,279
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	304	0
Total, Non-recurring Costs	304	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		263
Annualization of January 2015 pay raise @ 1%		49
Within-grade increases		90
FERS agency rate adjustment from 11.9% to 13.7%		233
One Extra Day		76
Total, Mandatory Pay and Related Costs	0	711
Price Level Changes		228
Program Increases:		
Legislative Branch Financial Management System Upgrade		1300
Financial System Study		500
Total, Program Increases	0	\$ 1,800
Net Increase/Decrease	- 304	\$ 2,739
Total Budget	142	\$30,018
Total Offsetting Collections	0	0
Total Appropriation	142	\$30,018

Fiscal 2016 Program Changes: \$1.800 million

The Library is requesting \$1.8 million in fiscal 2016 for two initiatives: \$1.3 million in no-year authority to support Legislative Branch Financial Management System (LBFMS) software upgrades and \$500,000 to perform a financial system study, funding that would non-recur in fiscal 2017.

Effective management of the legislative branch agencies' financial resources is directly dependent on the quality or adequacy of the LBFMS. Currently, the LBFMS is the financial and reporting system for the Library and four other legislative branch agencies: Congressional Budget Office, Office of Compliance, Open World Leadership

Center, and U.S. Capitol Police. This shared service initiative is in place to optimize costs, improve financial services, and standardize processes across the legislative branch agencies. The LBFMS currently is in the process of moving the system to a cloud service provider (the cloud) and migrating the Architect of the Capitol (AOC) into the system, both to be completed in fiscal 2016. To date, this initiative saves the legislative branch more than \$1 million annually that is estimated to double after the AOC is migrated. There are approximately 600 Library users of the system and 500 users at the cross-serviced agencies.

LBFMS Software Upgrade:

\$1.300 million

The LBFMS requires a software upgrade to maintain the industry standard, which assumes that an upgrade will be done every two years. The Library is requesting half the estimated cost of the software upgrade in fiscal 2016, \$1.3 million in no-year base funding. This will enable the Library to begin the upgrade contract with CGI on a Task Order basis for the software upgrade. From fiscal 2017 forward, with the establishment of a permanent no-year upgrade base, the Library will have the necessary resources to continue bi-annual upgrades essential to continuing operations of the LBFMS. Funds for the upgrade will allow the LBFMS to maintain software that is compliant with federal financial requirements and to obtain software improvements for the cross-serviced legislative branch agencies. The software upgrade will provide the LBFMS with a software version that

is supported by the software vendor, with updates for acquisition terms and conditions, fixes for software bugs, and system enhancements, i.e., services that improve the quality of legislative branch financial services overall, the objective behind the congressional decision to fund a shared financial system at the Library.

The risks associated with a discontinuation of vendor support are significant. Without an upgrade, the software vendor will charge the Library for all developmental costs to address software bugs and perform system enhancements, costs that otherwise would be covered under the system maintenance contract. Without an upgrade, the LBFMS also will not receive updates for Federal Acquisition Regulations' terms and clauses in the acquisition module.

Financial System Study:

\$0.500 million

This request is for a one-time funding increase in fiscal 2016 to perform a cost-benefit based alternatives analysis for the LBFMS of the future. Research is essential to assess the marketplace in a timely manner, two years before expiration of the Library's Blanket Purchase Agreement (BPA) with CGI, the Momentum services provider. This study will identify current best alternatives, a risk management activity that was identified in the acquisition plan for the Momentum cloud and AOC migration effort to mitigate the risk associated with the Library's dependence on a single financial system vendor.

The vendor will perform market research for the Library and cross-serviced agencies to analyze the best future alternative for the LBFMS. Alternatives may include maintaining the status quo by continuing with CGI

and Momentum, considering an alternative financial system, or identifying other vendors that could support Momentum at a more competitive price. A report with recommendations will be the end product. This study will be the first step in the acquisition process that will result in a solicitation to replace the current BPA.

The ability to provide sound management of the Library's financial resources and those of the broader legislative branch is directly dependent on the quality of the financial management system that is deployed. In light of the size of the legislative branch investment in financial services and broad impact the financial system has on agency operations, conducting such a study to justify a budget request for a major release/upgrade is a best business practice.

Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$30.018** million for the Office of the Librarian in fiscal 2016, an increase of \$2.739 million, or 10 percent, over fiscal 2015. This increase represents \$0.939 million for mandatory pay related and price level increases, and program changes of \$1.800 million – [\$1.300 million] for the Legislative Branch Financial Management System Upgrade, and [\$0.500 million] for the Financial System Study. Also included is a downward adjustment of -304 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
LIBN	475	\$30,494	128	\$29,837	446	\$27,279	142	\$30,018	-304	\$2,739	10.0%

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, Deputy Librarian of Congress, and Chief of Staff 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, 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 (OC): 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 publications, data subscriptions, library services, and information retrieval services on behalf of the Library and other Federal agencies pursuant to the Federal Strategic Sourcing Initiative 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 2014 Priority Activities

The Web Governance Board (WGB), under the direction of the Office of the Librarian, continued to enhance the web presence's search, navigation and presentation

throughout the year. The enhancements provided search results that consolidated more collections content, refined page design elements that improved navigation within pages, and introduced global navigation menus to ease navigation throughout LOC.gov. The migration of legacy data continued for collections, exhibits and legislative data. The addition of data and features to the new legislative information site enabled Congress.gov to exit from its beta phase. The Office continued to work on legislative information requests at the direction of the House of Representatives. Additionally, the office organized a Library-wide approach to the Geographic Information Systems (GIS) and coordinated the drafting and review of a business case and business plan for a new geospatial hosting environment that will support the geospatial needs of all the Library's service units. The plan, managed by OSI/ITS, will address in fiscal 2015 the needs of analysts who respond to congressional requests in CRS, Library Services, and the Law Library.

CRO engaged in a number of activities in support of strengthening relationships between the Congress and the Library, particularly through the series of Member of Congress dinner discussions, "Congressional Dialogues on Great American Presidents," the Library of Congress Caucus, and outreach about Library programming. CRO communicated with the Committee on House Administration, the Senate Rules and Administration Committee and the Joint Committee on the Library about the Library's legislative proposals and requests for approvals and met with oversight committee staff on issues of interest, including providing briefings and site visits to Library facilities. At the request of the Committee on House Administration, CRO provided assistance for events and trainings held at the Library in connection with Member-elect orientation for the 114th Congress. The office assisted with preparations for the fiscal year 2015 budget and budget hearings.

CRO launched a new communications tool for Members' offices to easily communicate to their constituents using email and social media about Library programs, resources, and events. On a quarterly basis, senior managers were informed about legislative issues affecting the Library, and regularly consulted about projects affecting the Library's service to Congress. CRO increased content in the intranet site (LNet) that is available exclusively to Members of Congress and their staff for obtaining information and services from the Library.

DEV/O provided support to 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. DEV/O continued to develop a planned giving program for the Library, to strengthen the James Madison Council, and to foster support for the Library among foundations, corporations, and individuals.

OCFO awarded a task order to migrate the Momentum financial system, in May 2015, to a cloud service provider in an environment that is now known as the Legislative Branch Financial Management System (LBFMS); and to migrate the Architect of the Capitol (AOC) into the LBFMS environment. This includes upgrading the LBFMS from Momentum version 6.5.6 to version 7.0.3. The AOC is expected to join the other legislative branch agencies (U.S. Capitol Police, Office of Compliance, Congressional Budget Office, and Open World Leadership Center) currently hosted on the LBFMS by the end of December 2015. In addition, in conjunction with OCGM, OCFO conducted a comprehensive Gap Analysis of the Momentum Acquisition Module and associated business systems.

OC provided public relations and media support to a myriad of Library initiatives, including major exhibitions, high-profile acquisitions, and annual announcements, such as Poet Laureate activities, the Gershwin Prize for Popular Song recipient, and events such as the National Book Festival. The OC continued to publish the Annual Report and the Library of Congress Magazine (LCM). The OC also issued more than 215 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.

OCGM awarded 1,900 contracting actions that totaled \$180 million for goods and services in support of Library service units. In addition, OCGM awarded orders on behalf of approximately 500 federal offices through the FEDLINK program valued at \$83 million; issued 30 grants for \$5.6 million; brought 22 interns to the Library for \$339,000 through a cooperative agreement with the Hispanic Association of Colleges and Universities; issued 47 fellowships totaling \$1.3 million; and sponsored 41 visiting foreign researchers and fellows. In fiscal 2014, OCGM developed revised, consolidated acquisition policies and procedures; improved contract operations through increased specificity in library requirements, and reduced the use of high-risk contract types; implemented a focused professional development program aligned with the Federal Acquisition Certification program; in conjunction with OCFO, conducted a comprehensive Gap Analysis of the Momentum Acquisition Module and associated business systems; and developed key

performance measures for contract risk mitigation, procurement lead time, federal acquisition certification, and customer satisfaction.

OGC provided legal oversight for Library activities, programs, and services, including human capital management, ethics, the Library's budget, contracting, records management, and acquisitions for the collections. OGC worked 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.

OSEPP coordinated 347 special events consisting of 719 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 183 Library-sponsored events and 104 Congressional events.

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 including the Futures initiatives. The 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 migration of legacy data and presentations to the new architecture will continue. The office will continue to oversee the work on the Library-wide approach to GIS. A new geospatial hosting environment will be established that addresses the needs of the analysts in CRS, Library Services, and the Law Library who respond to congressional requests. The environment will be extended throughout the year to provide GIS services to the Library's public web presence.

CRO will engage in a number of activities in support of the new 114th Congress. The Library's updated "Guide to Resources" and Services Card will be provided to all Members of Congress, and CRO will contact all new Members to offer briefings on Library services and programs that can assist them in their constitutional and representational responsibilities. CRO will continue to strengthen relationships between the Congress and Library in particular through the ongoing Member of Congress dinner discussions, the Library of Congress Caucus and outreach about Library programming. 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 and site visits to Library facilities. CRO will assist with preparations for the fiscal year 2016 budget and budget hearings; keep congressional offices and committees informed about Library programs, resources, services, and events; and provide timely responses to congressional inquiries. The office will increase its use of email templates for Members' offices so they can easily communicate to their constituents about Library programs and resources using social media. Senior managers will continue to be informed about legislative issues affecting the Library and consulted about projects affecting the Library's service to Congress. CRO will maintain an updated intranet site (LCnet) available exclusively to Members of Congress and their staff for obtaining information and services from the Library.

The **DEV/O** 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.

OCFO will concentrate on the migration of the Momentum financial system to a cloud service provider through May 2015. The remaining months of fiscal 2015 will be focused on the migration of the Architect of the Capitol's financial data into the LBFMS environment and the upgrade of the LBFMS to Momentum version 7.0.3.

OC 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.

OCGM will work to integrate acquisition planning with the Momentum Acquisition Module to provide greater insight into planned acquisitions for the current and following fiscal year; enhance early review of significant proposed contract actions to improve consistency and controls; enhance training delivery methods for the professional development program;

implement recommended changes to the Momentum Acquisition Module to include more consistent and reliable contract structure and content, data cleansing and field mapping to forms and reports, screen re-design for streamlined workflow and consistency, enhanced assignment and accountability for contracts, and targeted training; develop team lead positions to improve focus on fiduciary oversight, expand opportunities for staff, and provide back-up for critical procurement functions; and implement performance measurement tools for the contract and grants functions.

OGC will continue to provide legal guidance on budget and fiscal matters, human capital management, ethics, contracting, records management, legislation and regulations, digital collections, collection acquisitions, and Library initiatives and will continue to defend the Library in federal court litigation, employment discrimination cases, and contract protests and disputes.

OSEPP 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.

Fiscal 2016 Priority Activities

The Librarian's Office will continue to oversee Library management, programs and activities and track the progress made on established fiscal 2015 priorities including the Futures initiatives. The WGB will oversee the review of web content priorities and processes and improve the user experience. It will implement the information architecture strategy and manage improvements to the supporting systems and workflows used for the Library's web presence. The migration of legacy data and presentations to the new architecture also will continue. The Librarian's Office will oversee the work on the Library-wide approach to GIS. A new geospatial hosting environment will be established that addresses the needs of the analysts in CRS, Library Services, and the Law Library who respond to congressional requests; the environment will be extended throughout the year to provide GIS services to the Library's public web presence.

CRO will continue to strengthen relationships between the Congress and the Library in particular through special collaborations, the Library of Congress Caucus, and outreach about Library programming. **CRO** will communicate with the Committee on House Administration, the Senate Rules and Administration Committee, and the Joint Committee on the Library about the Library's legislative proposals and requests for approvals. **CRO** also will meet with oversight committee

staff on issues of interest, including providing briefings and site visits to Library facilities. The office will assist with preparations for the fiscal year 2017 budget and budget hearings; keep congressional offices and committees informed about Library programs, resources, services and events; and provide timely responses to congressional inquiries. Senior managers will continue to be informed about legislative issues affecting the Library and consulted about projects affecting the Library's service to Congress. **CRO** will maintain an updated intranet site (**LCnet**) available exclusively to Members of Congress and their staff for obtaining information and services from the Library.

The **DEV/O** 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.

OCFO will have completed the integration of the Architect of the Capitol into the LBFMS by December 2015. In fiscal 2016, **OCFO** will provide focused training on new Momentum functionality that will become available as a result of the upgrade of the LBFMS to version 7.0.3. **OCFO** will identify or reprioritize resources to conduct an alternatives analysis in a cost-benefit framework for the LBFMS. Research is needed to assess the federal financial systems marketplace in order to identify the best alternative(s) to pursue before the current Blanket Purchase Agreement with vendor CGI expires in 2018. Conducting an alternatives analysis is a best practice. The study also is needed to mitigate the risk associated with dependence on a single financial system vendor. In addition, a cost-benefit analysis is a required element in the Library's systems development lifecycle.

OC 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.

OCGM will continue to streamline and improve policies, procedures, and internal controls for 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. OCGM will continue to implement recommended changes to the Momentum Acquisition Module to improve contract structure and content, information availability and data integrity, workflow and logic, and accountability for contracts. OCGM will continue to deliver and enhance professional development and outreach training targeting key areas for operational improvement

OGC will continue to provide legal guidance on budget and fiscal matters, human capital management, ethics, contracting, records management, legislation and regulations, digital collections, collection acquisitions, and Library initiatives and will continue to defend the Library in federal court litigation, employment discrimination cases, and contract protests and disputes.

OSEPP 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 2014				Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change			
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$					FTE	\$	FTE
Associate Librarian for Library Services (ALLS)											
ALLS	32	\$ 7,846	27	\$ 7,278	29	\$ 9,387	29	\$ 9,643	0	\$ 256	2.7%
American Folklife Center	23	2,829	20	2,761	22	2,963	22	3,065	0	102	3.4%
Veterans History Project	22	1,987	18	1,858	19	2,041	19	2,113	0	72	3.5%
Civil Rights History Project	0	220	0	211	1	228	1	232	0	6	2.7%
Total, ALLS	77	\$ 12,882	65	\$ 12,108	71	\$ 14,617	71	\$ 15,053	0	\$ 436	3.0%
Acquisitions and Bibliographic Access (ABA)											
Total, Acq & Bib Acc	435	\$ 64,287	425	\$ 63,727	454	\$ 67,019	454	\$ 69,775	0	\$ 2,756	4.1%
Purchase of Library Materials	0	14,057	0	17,358	0	15,716	0	16,245	0	529	2.2%
Total, ABA	435	\$ 78,344	425	\$ 81,085	454	\$ 82,735	454	\$ 86,020	0	\$ 3,285	4.0%
Collections and Services (CS)											
Collections & Services	481	\$ 59,163	464	\$ 57,998	502	\$ 59,025	511	\$ 66,646	9	\$ 7,621	12.9%
Packard Campus	107	16,882	109	15,699	110	18,592	110	19,153	0	561	3.0%
Total, Collections & Services	588	\$ 76,045	573	\$ 73,697	612	\$ 77,617	621	\$ 85,799	9	\$ 8,182	10.5%
Partnerships and Outreach Programs (POP)											
Partnerships & Outreach Prgms	53	\$ 6,775	51	\$ 6,364	53	\$ 6,053	53	\$ 6,279	0	\$ 226	3.7%
Cat Dist Service	21	6,000	17	3,001	19	6,000	19	6,000	0	0	0.0%
Total, Part & Outreach Prgm	74	\$ 12,775	68	\$ 9,365	72	\$ 12,053	72	\$ 12,279	0	\$ 226	1.9%
Preservation (PRES)											
Preservation	99	\$ 14,004	90	\$ 14,732	96	\$ 15,789	96	\$ 16,282	0	\$ 473	3.0%
Mass Deacid Prgm	0	7,451	0	7,451	0	5,500	0	5,605	0	105	1.9%
Total, Preservation	99	\$ 21,455	90	\$ 22,183	96	\$ 21,289	96	\$ 21,887	0	\$ 578	2.7%
Technology Policy (TECH)											
Technology Policy	46	\$ 7,964	38	\$ 7,298	42	\$ 7,641	57	\$ 10,015	15	\$ 2,374	31.1%
Total, Library Services (LS)											
Total, Library Services	1,319	\$ 209,465	1,259	\$ 205,734	1,347	\$ 216,952	1,371	\$ 231,033	24	\$ 15,081	7.0%

Library Services
Summary By Object Class
(Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$112,526	\$109,860	\$113,284	\$118,154	+ \$ 4,870	4.3%
11.3 Other than full-time permanent	2,968	2,841	2,974	3,046	+ 72	2.4%
11.5 Other personnel compensation	915	1,088	1,126	1,165	+ 39	3.5%
12.1 Civilian personnel benefits	33,003	32,358	33,123	36,456	+ 3,333	10.1%
Total, Pay	\$149,412	\$146,147	\$150,507	\$158,821	+ \$ 8,314	5.5%
21.0 Travel & transportation of persons	758	640	795	832	+ 37	4.7%
22.0 Transportation of things	393	379	523	536	+ 13	2.5%
23.1 Rental payments to GSA	78	48	56	1,260	+ 1,204	2150.0%
23.2 Rental payments to others	314	237	261	279	+ 18	6.9%
23.3 Communication, utilities & misc charges	782	723	823	925	+ 102	12.4%
24.0 Printing & reproduction	1,527	1,679	1,638	1,673	+ 35	2.1%
25.1 Advisory & assistance services	10,985	9,852	9,694	10,030	+ 336	3.5%
25.2 Other services	11,532	9,979	11,053	12,564	+ 1,511	13.7%
25.3 Other purch of gds & services from gov acc	6,546	5,616	5,629	5,789	+ 160	2.8%
25.4 Operation & maintenance of facilities	9	6	6	6	0	0.0%
25.7 Operation & maintenance of equipment	2,685	2,335	3,301	3,523	+ 222	6.7%
25.8 Subsistence & support of persons	9	8	8	9	+ 1	12.5%
26.0 Supplies & materials	2,335	1,854	1,964	2,155	+ 191	9.7%
31.0 Equipment	21,241	24,963	28,909	31,088	+ 2,179	7.5%
41.0 Grants, subsidies & contributions	645	645	629	1,376	+ 747	118.8%
44.0 Refunds	50	0	20	20	0	0.0%
94.0 Financial transfers	164	623	136	147	+ 11	8.1%
Total, Non-Pay	\$ 60,053	\$ 59,587	\$ 65,445	\$ 72,212	+ \$ 6,767	10.3%
Total, Library Services	\$209,465	\$205,734	\$215,952	\$231,033	+ \$15,081	7.0%

Library Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	1,347	\$215,952
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		1,985
Annualization of January 2015 pay raise @ 1%		367
Within-grade increases		677
Foreign Service Nationals (FSN) pay adjustment		462
FERS agency rate adjustment from 11.9% to 13.7%		1,754
One Extra Day		571
Total, Mandatory Pay and Related Costs	0	5,816
Price Level Changes		2,171
Program Increases:		
National Collection Stewardship Program	9	4,814
Digital Collections Center	15	2,005
National Recording Preservation Foundation Matching Grant		275
Total Program Increases	24	7,094
Net Increase/Decrease	24	\$ 15,081
Total Budget	1,371	\$231,033
Total Offsetting Collections	0	- 6,000
Total Appropriation	1,371	\$225,033

Fiscal 2016 Program Changes: \$7.094 million

National Collection Stewardship Program:

\$4.814 million/9 FTEs

The Library is requesting \$4.814 million and 9 FTEs for the National Collection Stewardship Program (NCSP), to address the Library's most immediately pressing collections storage requirements on an interim basis. Funding is required for a continuing expansion of collections storage capacity on Capitol Hill through the installation of compact shelving and the lease of additional storage space.

Continuous growth of the book collections without a commensurate increase in appropriate storage space has led to a crisis of significant proportion. This circumstance poses wide-ranging threats to: the safety and well-being of Library staff; the preservation and security of collections; the ability to serve the Congress, researchers, and nation through the provision of interlibrary loans; and the structural integrity of book stack areas of the Thomas Jefferson Memorial and John Adams Buildings. The number of books either on the floor or housed on overflow book trucks is estimated at between 800,000 and 1 million, with more than 175,000 new volumes arriving every year. The Library is rapidly approaching the point where current collections cannot be housed adequately and newly acquired collections simply have no place to go.

While Ft. Meade Module 5 now has been funded, it is estimated that this module will not be ready for occupancy until late in calendar year 2017. In response to increasing crowding, the Library has undertaken initiatives to reduce the number of collection items or modify current storage arrangements to make maximum use of existing shelf space; however these are ad hoc measures that only minimally mitigate the current problem. The only option for short- to mid-term relief is to convert existing space to compact shelving and rent temporary space to store collections that have been processed for ultimate location at Ft. Meade. In combination, these interim spaces will help to immediately relieve crowded conditions and position the Library to rapidly occupy Module 5 once it is available. These and other initiatives currently underway will not eliminate the storage problem, but will provide interim relief.

The core mission of the Library of Congress is to acquire, organize, preserve, store, and make accessible its collections. The current space crisis challenges the Library's ability to achieve three of these five key activities. While we continue to acquire and organize

the collections, we are unable to provide satisfactory preservation controls (e.g., books are sitting on the floor, subject to water damage, being hit by book trucks or pedestrian traffic, and usually turned on their fore-edge, leading to damage as the text block pulls away from the spine). We also cannot store items properly to make them retrievable. Finally, access cannot be provided to many requested items because they simply cannot be located. In summary, the acquisition and processing pipelines are open however staff is not able to finish the process by preserving, storing, and providing access. Appropriate collections storage is a core requirement for sustaining collections for current and future use – the heart of the Library's mission.

In order to prepare for an orderly transfer of materials to Ft. Meade modules as they become available and to minimally accommodate incoming collections, the Library plans to continue to install additional compact shelving in its facilities on Capitol Hill and rent a 47,320 square foot warehouse in the Ft. Meade/Landover corridor that will house an estimated 3 million items. Library Services is working with Integrated Support Services and the Architect of the Capitol to procure a 47,500 square foot rental facility for short term collections storage beginning in fiscal 2015 (the Government Printing Office is one of the leased space options being investigated). An estimated \$1.405 million is needed for outfitting the warehouse and the installation of shelving in current facilities on Capitol Hill, including one-time costs for telecommunication equipment and wiring, office workstations and devices, and information technology and security equipment installation. To be fully operational in fiscal 2016, additional collections storage funding will be essential for new on-site facility staff, security guards, space rental, and contract staff to process and transfer the first 300,000 items.

The lease of interim collections storage space will offer multiple benefits:

- Provide necessary short-term storage prior to the opening of Ft. Meade Module 5 in fiscal 2018;
- Allow there to be a head start on the labor intensive process of preparing collections for Ft. Meade transfer (to whatever module);
- Provide a location to pre-position materials to ensure that Ft. Meade modules ultimately will be filled in a timely manner; and
- Ensure that materials continue to be accessible.

The annual cost of rent, utilities and support costs is estimated to be \$1.414 million. Rent is based on an estimated annual square footage cost of \$25 plus utilities and initial preparation of the space to provide for turnkey occupancy, such as any upgrades to the environmental systems, purchase and installation of shelving, janitorial services, etc. The start-up cost is being amortized over a 5-year lease period, with the need for additional option years contingent on the availability of Ft. Meade modules. In the long run, completion of the storage modules at Ft. Meade will be vastly more cost effective.

The annual processing-for-transfer cost, to be performed by support and contract personnel, is \$1.995 million: \$504,000 for Library staff, as listed below, and \$1.491 million for contract personnel and equipment maintenance. Contract staff costs are estimated based

on the cost to prepare materials for previous Ft. Meade modules and assist in managing the facility. The Library estimates that approximately 500,000 volumes will be processed annually based on established Ft. Meade standards. In order to meet the goal to process that quantity of material annually over a 6-year period, additional staff will be necessary to carry out inventory and transport functions and operate the leased facility.

1. Pullers/Transporters (five - WG-6)
2. Material Handlers (three - WG-6)
3. Material Handler Leader (one - WL-6)

National Collection Stewardship Program

Non-pay Cost Estimates

(Dollars in Thousands)

Budget Object Code (BOC)	Fiscal 2016 Request
2310 Local Telephone	\$ 20
2311 Local Telephones - Data Lines	50
2350 Rental of Space - GSA	1,200
23 - Rent, Communications, Utilities	\$4,270
2433 Administrative Copier	2
24 - Printing and Reproduction	\$ 2
2501 Other Services, Misc. (Processing from Hill to Leased Storage)	1,300
2550 Professional & Consultant Services (Security Guards)	180
2560 Maintenance & Repair Equipment	11
25 - Other Contractual Services	\$1,491
2601 Office Supplies	12
2680 Misc Supplies & Materials (Containers for 300,000 volumes)	130
26 - Supplies and Materials	\$ 142
3114 Computer Software	10
3146 Equipment - Automation	34
3150 Equipment and Furniture (Shelving)	669
3152 Equipment - Telephone (non-recur fiscal 2017)	195
3163 Equipment - Security (non-recur fiscal 2017)	125
3179 Equipment and Office Machines	40
3188 Telecommunications Cabling (non-recur fiscal 2017)	332
31 - Equipment	\$1,405
Total, Non-Pay	\$4,310

Digital Collections Center:**\$2.005 million/15 FTEs**

The Library requests funding of \$2.005 million and 15 FTEs to establish and staff a Digital Collections Center within Library Services service unit. This organization will provide a platform for the Library to manage its program to collect content in digital formats and thereby address vital, unmet needs. Among other duties, the unit will assume responsibility for digital materials that have no defined Library custodian, a body of content of significant size. Staff will receive, inventory, and make accessible digital content while ensuring long term preservation of the materials. They will also create workflows, communicate best practices, and train other staff.

The expansion rate of Library of Congress digital collections now rivals that of its physical collections. Over the last five years, the number of National Digital Library holdings grew from 15.3 million to 52.3 million files, an average annual increase of 48 percent. During the same period, archived web content grew from 124.5 to 582 terabytes of data, an average annual increase of more than 73 percent. The Library's Repository Services content inventory is currently growing by 2.2 terabytes daily. While some digital content receives extensive use, the vast majority of Library Services staff continues to primarily support the needs of physical items. The capacity of staff to ingest (acquire) and sustain the digital collections, now of significant size and importance, is extremely limited. In addition to challenges taking in new digital content, the Library has acquired digital collection materials that cannot be served because of a lack of resources to process and make them accessible. A technical platform for digital collections is in place; however, the building of staff capacity to address the needs of these collections has been fractured, driven largely by the urgent requirements and/or characteristics of individual collection acquisitions.

Funding and staffing are required to establish a Digital Collections Center (DC2), to accommodate the growth curve of digital material at the Library of Congress, to methodically address unique ingestion, processing, management, and access requirements. As a centralized team collaborating with other technical Library staff, DC2 will assist the Library Services and Law Library personnel who work with digital collections to increase standardization of the work, engage underserved curatorial divisions, and provide relevant training.

DC2 Team Responsibilities and Services

- Assume ownership for digital materials that have no defined custodian or are in the General

Collections or Area Studies divisions. The team will actively manage and make available collections that have previously received only minimal level care;

- Work with other Library units and cross-service unit committees with responsibility for digital content, such as the Acquisitions and Bibliographic Access (ABA) and Collections and Services (CS) directorates in Library Services, the Law Library, and the Copyright Office to streamline digital lifecycle workflows; fill in lifecycle gaps; create new workflows; and communicate workflows and best practices to other custodians and to the Digital Collections Coordinating Committee; and
- Contribute to and help shape the Library's technical capacity to accept, preserve, and deliver digital collections, working with application developers and staff in the Repository Development Center (RDC) and the Integrated Library System (ILS) program office to clarify storage requirements; define content lifecycle needs; and suggest new tools to optimize operations.

The team will develop and execute the following critical work:

- Process collections or items at appropriate levels of preservation;
 - Ingest and bit level preservation (i.e., saving to long term storage).
 - Format migration.
 - Software environment emulation.
- Process collections to ready them for access in different systems (RDC Staff Access, Project One, others); and
- Manage contracts for limited scope projects (for example, transferring content from eight inch floppy disks).

Some of the more concrete staff duties will be to determine and develop mechanisms for initiating content transfer/processing; schedule and monitor content receipt; document scope and quantity of content; assume or determine custodial responsibility for the content; determine appropriate technical actions for the content for each life cycle element; determine and document access restrictions; identify and execute appropriate levels of preservation effort; transform, organize, and analyze

digital collections to prepare for access; consult with special collections staff on ingest of new collections at their request; and inform management on the technical feasibility and cost of adding content.

In summary, the DC2 will address vital unmet needs and provide a platform for the Library to meet the greatly expanding needs of a rapidly growing digital collection.

Organizational Structure and Roles and Responsibilities

The initial organizational structure to explore the scope of the current gaps and opportunities and to begin the work described above includes the following ten positions:

1. Program Manager (one – GS 15) and Team Leaders (two – GS 14)

The Manager and Team Leaders will plan and assign work, manage staff, and oversee new projects.

2. Metadata Specialists (two – GS 13)

The Metadata Specialists will create, edit, and maintain cataloging and metadata records and perform other associated tasks.

3. Senior Technical Specialists (four – GS 14)

The Senior Technical Specialists will manage, plan, and execute the processing of digital collections. Their activities include designing new workflows and troubleshooting problems in established workflows.

4. Digital Conversion Specialists (three – GS 9/11/12) and Digital Conversion Technicians (three – GS 6/7/8)

The Digital Conversion Specialists and Technicians will be responsible for the day-to-day flow of material through the digital repository, including ingesting new content, adding metadata, and executing workflows.

A small amount of non-pay funding is requested for travel and training costs.

As the technical capacity and demand for ingest and delivery of digital collections increases, the number of dedicated staff assigned to DC2 also would likely need to increase.

National Recording Preservation Foundation Matching Grant: \$0.275 million

The Library requests \$275,000 for the National Recording Preservation Program, to provide matching funds in support of the National Recording Preservation Foundation.

The National Recording Preservation Foundation (the Foundation) is a federally chartered not-for-profit corporation (Pub. L. 106-474, title II, sect. 201(a), November 9, 2000, 114 Stat. 2091), with the purpose to encourage, accept, and administer private gifts to promote the preservation and public accessibility of the nation's sound recording heritage held at the Library of Congress and other public and non-profit archives throughout the United States. The foundation's work furthers the goals of the Library and the National Recording Preservation Board in connection with their activities under the National Recording Preservation Act of 2000. This funding will provide a partial match of private contributions raised by the Foundation.

The National Recording Preservation Act of 2000 calls for the Librarian of Congress to implement a comprehensive national sound recording preservation program in conjunction with other sound recording archivists, educators, historians, copyright owners, recording industry representatives, and others involved in activities related to sound recording preservation. The Foundation has the capacity to encourage, accept, and administer private gifts to promote this mission, to date having raised approximately \$346,000 in cash and in-kind contributions. The Library is authorized to provide appropriated funds in an amount not to exceed the amount of private contributions made to the Foundation by private persons and state and local governments. Based on documentation detailing the contributions raised, the Library's request for a partial match of \$275,000 that will assist the Foundation by demonstrating the Library's commitment to its work.



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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 6,287	\$ 5,993	\$ 6,317	\$ 6,473	+ \$156	2.5%
11.3 Other than full-time permanent	192	167	190	195	+ 5	2.6%
11.5 Other personnel compensation	91	118	127	130	+ 3	2.4%
12.1 Civilian personnel benefits	1,794	1,719	1,820	1,976	+ 156	8.6%
Total, Pay	\$ 8,364	\$ 7,997	\$ 8,454	\$ 8,774	+ \$320	3.8%
21.0 Travel & transportation of persons	122	70	120	122	+ 2	1.7%
22.0 Transportation of things	136	113	150	153	+ 3	2.0%
23.3 Communication, utilities & misc charges	258	220	241	246	+ 5	2.1%
24.0 Printing & reproduction	270	264	288	294	+ 6	2.1%
25.1 Advisory & assistance services	708	617	1,073	1,093	+ 20	1.9%
25.2 Other services	1,133	551	1,206	1,229	+ 23	1.9%
25.3 Other purch of gds & services from gov acc	258	223	225	229	+ 4	1.8%
25.7 Operation & maintenance of equipment	121	159	169	172	+ 3	1.8%
25.8 Subsistence & support of persons	9	8	9	9	0	0.0%
26.0 Supplies & materials	146	68	125	127	+ 2	1.6%
31.0 Equipment	1,242	1,701	2,458	2,504	+ 46	1.9%
41.0 Grants, subsidies & contributions	115	115	99	101	+ 2	2.0%
Total, Non-Pay	\$ 4,618	\$ 4,109	\$ 6,163	\$ 6,279	+ \$116	1.9%
Total, Associate Librarian for Library Services	\$12,882	\$12,106	\$14,617	\$15,053	+ \$436	3.0%

Associate Librarian for Library Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	71	\$14,617
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		118
Annualization of January 2015 pay raise @ 1%		22
Within-grade increases		40
FERS agency rate adjustment from 11.9% to 13.7%		105
One Extra Day		34
Total, Mandatory Pay and Related Costs	0	319
Price Level Changes		117
Program Increases	0	0
Net Increase/Decrease	0	\$ 436
Total Budget	71	\$15,053
Total Offsetting Collections	0	0
Total Appropriation	71	\$15,053

Associate Librarian for Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$15.053** million for the Office of the Associate Librarian for Library Services in fiscal 2016, an increase of \$0.436 million, or 3 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
LS_ALLS	77	\$12,882	65	\$11,329	71	\$14,617	71	\$15,053	0	\$436	3.0%

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 (CRHP). 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; and
- 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.

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 multi-format 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 94,000 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. Appendix A provides additional information on these three programs.

Fiscal 2014 Priority Activities

ALLS' highest priority continued to be to sustain, preserve, acquire, describe, and provide access to the Library's collections. The newly formed Collection Development Office (CDO) offered comprehensive training for staff involved in collection development activities. These collaborations are envisioned as partnerships with other national libraries to develop projects and programs. ALLS has entered into an Agreement with the University of Virginia and the College of William & Mary to increase the number of student learning opportunities at the Library. ALLS

also began planning a pilot project with Montgomery College to establish a faculty program which could be expanded to other 2-year institutions. ALLS worked closely with other Library service units to develop tools and workflow for ingest of e-journals through Copyright Deposit. The Library ingested the first e-books received in multiple formats from ten publishers participating in the Cataloging-In-Publication Program successfully. The Library stored this new, born-digital content on secure servers and is managing the digital objects using the Content Transfer System, a repository suite of tools developed by Library Staff.

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 continue to manage the assessment of funding priorities during the annual budget formulation based on internal priorities and operational considerations.

ALLS is working on the development of a Federal library

census to obtain information about Federal government library policies, collections, and services. The census is due to be distributed broadly in early calendar year 2015.

CDO will assess and analyze the Library's current collection use statistics compilation and reporting procedures and recommend a system whereby such information is compiled fully in an integrated manner. This study will encompass all collection formats, including both analog and digital materials, for which the Library provides access.

Fiscal 2016 Priority Activities

As its primary focus, ALLS will continue to collect and preserve 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 continue to manage the assessment of funding priorities during the annual budget formulation based on internal priorities and operational considerations. Planning for the orderly transfer of poorly stored collections to future Ft. Meade preservation storage modules will also be a focus of effort.



Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Acquisitions and Bibliographic Access Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$42,458	\$41,633	\$43,742	\$45,051	+ \$1,309	3.0%
11.3 Other than full-time permanent	444	434	500	512	+ 12	2.4%
11.5 Other personnel compensation	476	584	580	606	+ 26	4.5%
12.1 Civilian personnel benefits	11,788	11,836	12,469	13,507	+ 1,038	8.3%
Total, Pay	\$55,166	\$54,487	\$57,291	\$59,676	+ \$2,385	4.2%
21.0 Travel & transportation of persons	456	407	469	496	+ 27	5.8%
22.0 Transportation of things	229	224	365	375	+ 10	2.7%
23.1 Rental payments to GSA	78	48	56	60	+ 4	7.1%
23.2 Rental payments to others	329	237	281	279	+ 18	6.9%
23.3 Communication, utilities & misc charges	375	408	432	452	+ 20	4.6%
24.0 Printing & reproduction	67	59	48	49	+ 3	6.5%
25.1 Advisory & assistance services	178	210	179	183	+ 4	2.2%
25.2 Other services	1,326	1,274	1,902	1,961	+ 59	3.1%
25.3 Other purch of gds & services from gov acc	4,939	4,862	4,911	5,063	+ 152	3.1%
25.4 Operation & maintenance of facilities	9	6	6	6	0	0.0%
25.7 Operation & maintenance of equipment	52	33	205	220	+ 15	7.3%
26.0 Supplies & materials	296	286	288	305	+ 17	5.9%
31.0 Equipment	14,695	17,921	16,167	16,748	+ 561	3.5%
94.0 Financial transfers	149	623	137	147	+ 10	7.3%
Total, Non-Pay	\$23,178	\$26,598	\$25,444	\$26,344	+ \$ 900	3.5%
Total, Acquisitions & Bibliographic Access	\$78,344	\$81,085	\$82,735	\$86,020	+ \$3,285	4.0%

Acquisitions and Bibliographic Access
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	454	\$82,735
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		713
Annualization of January 2015 pay raise @ 1%		132
Within-grade increases		243
Foreign Service Nationals (FSN) pay adjustment		462
FERS agency rate adjustment from 11.9% to 13.7%		630
One Extra Day		205
Total, Mandatory Pay and Related Costs	0	2,385
Price Level Changes		900
Program Increases	0	0
Net Increase/Decrease	0	\$ 3,285
Total Budget	454	\$86,020
Total Offsetting Collections	0	0
Total Appropriation	454	\$86,020

Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$86,020** million for Acquisitions and Bibliographic Access in fiscal 2016, an increase of \$3.285 million, or 4 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_ABA	435	\$78,344	425	\$81,085	454	\$82,735	454	\$86,020	0	\$3,285	4.0%

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 (Books Law) materials.

ABA's direct services to publishers and libraries include distributing surplus books to nonprofit institutions nationwide, leading the 868-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 2014 Priority Activities

ABA continued to give priority to cross-training staff for increased efficiency and output in acquisitions and bibliographic access duties. A group of 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 continued to work with the Network Development and MARC Standards offices, developing a new bibliographic framework (BIBFRAME) 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. Reflecting a continuing loss of staff, ABA achieved bibliographic access production of 255,697 items cataloged and fully executed the GENPAC and Books Law funding. ABA and the Collection Development Officer completed tasks to re-establish a Collection Development Office (CDO), to help ensure the judicious growth of the Library's collections in a reduced budget environment. For the first time in more than 20 years, ABA and the CDO Officer offered comprehensive training for staff involved in collection development activity. ABA continued revamping the CIP program, executing its plan to include e-books in the program, with 143 publishers participating. ABA increased to 22 the number of partner libraries that supply bibliographic records needed by the Library and increased PCC membership by 29. ABA and its overseas offices executed the third 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 4,926 titles – more than doubling the fiscal 2013 amount; fulfilled the next phase of a major effort to replace an obsolete automated system for managing the acquisitions work of the overseas offices by installing the system in two offices – New Delhi and Cairo; and expanded the offices ability to acquire content and web resources from underdeveloped areas of the world that are important to the Congress.

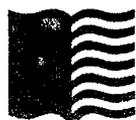
Fiscal 2015 Priority Activities

ABA will continue to focus on redeploying staff to areas of need associated with attrition and a shortage of funding to fill vacated positions. ABA expects to complete the space reconfiguration stemming from its 2008 reorganization. ABA will fully execute the GENPAC and Books Law funding and catalog approximately 225,000 collection items. The overseas offices will assess its 3-year experiment in its alternative approach to collecting materials in West Africa. The overseas offices will continue to install the replacement system for managing the offices' acquisitions work. ABA will continue to provide technical support and leadership to BIBFRAME by providing tools for the community to use in experimentation and encouraging wide implementation in the community. The needs of AV material in BIBFRAME, especially with respect to preservation aspects, will be investigated. ABA will carry out a pilot to test the BIBFRAME initiative – to replace the MARC standard for capturing online bibliographic data. ABA will work collaboratively with the Online Computer Library Center (OCLC) – the largest bibliographic entity in the world – to advance BIBFRAME, helping ensure that library-created bibliographic data is shared among libraries and on the Web. The Network Development and MARC Standards Office (NDMSO) will be realigned from the Technology

Policy Directorate to ABA. This will better position the Library to support BIBFRAME development. ABA will continue to support the efforts of CDO that will be staffed to enable the Library to assess the quality and depth of its collections.

Fiscal 2016 Priority Activities

ABA will continue to exercise judicious stewardship of funds and staff resources to ensure continued acquisition and processing of materials from all parts of the world for the Library's collections and for use by the Congress. ABA will work with the CDO to assess and build the Library's collections, including giving increased attention to the acquisition of appropriate digital content. ABA will focus on the exchange aspect of building the Library's collections. ABA will carry forth its revitalization of the CIP program, augmenting the availability of bibliographic data by growing the program on an international scale. ABA will assess the results of its pilot to test BIBFRAME to assure that it meets the Library's need to accept and share bibliographic data between the library community and the Web community. The overseas offices will complete the installation of the new automated system and with the 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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$46,122	\$45,368	\$46,774	\$48,299	+ \$1,525	3.3%
11.3 Other than full-time permanent	1,688	1,617	1,673	1,714	+ 41	2.5%
11.5 Other personnel compensation	254	271	296	303	+ 7	2.4%
12.1 Civilian personnel benefits	14,191	13,802	14,106	15,381	+ 1,275	9.0%
Total, Pay	\$62,255	\$61,058	\$62,849	\$65,697	+ \$2,848	4.5%
21.0 Travel & transportation of persons	111	120	140	143	+ 3	2.1%
22.0 Transportation of things	10	2	0	0	0	0.0%
23.1 Rental payments to GSA	0	0	0	1,200	+ 1,200	0.0%
23.3 Communication, utilities & misc charges	52	45	49	120	+ 71	144.9%
24.0 Printing & reproduction	54	40	55	58	+ 3	5.5%
25.1 Advisory & assistance services	1,164	1,146	960	1,157	+ 197	20.5%
25.2 Other services	7,360	7,048	6,640	8,065	+ 1,426	21.5%
25.3 Other purch of gds & services from gov acc	40	15	41	41	0	0.0%
25.7 Operation & maintenance of equipment	1,246	940	1,644	1,697	+ 53	3.2%
26.0 Supplies & materials	1,324	1,046	1,049	1,211	+ 162	15.4%
31.0 Equipment	1,899	1,707	3,660	5,134	+ 1,474	40.3%
41.0 Grants, subsidies & contributions	530	530	530	1,275	+ 745	140.6%
Total, Non-Pay	\$13,790	\$12,639	\$14,768	\$20,102	+ \$5,334	36.1%
Total, Collections and Services	\$76,045	\$73,697	\$77,617	\$85,799	+ \$8,182	10.5%

Collections and Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	612	\$77,617
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		869
Annualization of January 2015 pay raise @ 1%		161
Within-grade increases		297
FERS agency rate adjustment from 11.9% to 13.7%		768
One Extra Day		250
Total, Mandatory Pay and Related Costs	0	2,345
Price Level Changes		748
Program Increases:		
National Collection Stewardship Program	9	4,814
National Recording Preservation Foundation Matching Grant		275
Total, Program Increases	9	5,089
Net Increase/Decrease	9	\$ 8,182
Total Budget	621	\$85,799
Total Offsetting Collections	0	0
Total Appropriation	621	\$85,799

Collections and Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSE

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$85.799 million for Collections and Services in fiscal 2016, an increase of \$8.182 million, or 10.5 percent, over fiscal 2015. This increase represents \$3.093 million for mandatory pay related and price level increases, and program changes of \$5.089 million – [\$4.814 million and 9 FTEs] for the National Collection Stewardship Program, and [\$0.275 million] for the National Recording Preservation Foundation Matching Grant.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015		Fiscal 2016		Fiscal 2015/2016		Percent Change
	Execution Plan		Actual Obligations		Operating Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
LS_CS	588	\$76,045	573	\$73,697	612	\$77,617	621	\$85,799	9	\$8,182	10.5%

PROGRAM OVERVIEW

Major activities of the Collections and Services (CS) Directorate include developing the Library's collections to stay current in critical subjects, formats, and languages; organizing and managing the secure storage of the collections; serving requested items to patrons on Capitol Hill and through interlibrary loan; and providing on- and off-site reference/information services through specialists and reference librarians staffing Library of Congress reading rooms and research centers. Online content is provided via informative web pages, the *Ask-a-Librarian* email and chat programs, and social media. CS staff also coordinates collections-based digitization projects and manage the organization, rehousing, and cataloging of special format collections 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. Through frequent public programs and sponsorship of interns and fellows, CS subject experts ensure the promotion of creativity and scholarship. Subject experts also provide research, analysis, and information services for federal agencies. 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 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 2014 Priority Activities

CS continued 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 (NARA) center at Valmeyer, Illinois. CS worked with other Library staff and the Architect of the Capitol (AOC) to plan for Ft. Meade Module 5, beginning with the identification of materials for transfer. CS transferred 238,434 containers to Modules 3 and 4, the cold vaults, and revised the master plan to accommodate the House Library Collection. CS completed the transfer of 1.023 million items to the Landover Center Annex facility. CS staff was instrumental in implementing the Additional Service Copy Program approved by the Librarian in fiscal 2013 which will relieve some of the overcrowding in Thomas Jefferson and John Adams Buildings stack areas and thus address human safety, structural integrity and collections storage concerns. While continuing to staff and maintain Library reading rooms and research centers, CS staff continued to realign 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 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 actively assisted 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).

The Packard Campus concentrated on maintaining current digital preservation production capacity with only incremental additions. The audio preservation laboratory added functionality to existing audio rooms, such as improving tools for capturing data about recordings being preserved. The audio and video labs achieved minor refreshment of current digital capture systems, upgraded some older systems in use in the labs, and in the Packard Campus Theater acquired two 4K film scanners in the Film Lab. The Packard Campus continued the collaborative eDeposit "proof of concept" project with the Copyright Office, and performed testing on the system designed to safely capture and secure audio and video content that is received in digital form; minimal testing in the Live Capture system designed to record digital TV and radio broadcasts was also conducted. The first major collection which will be acquired in digital form is the American Archive of Public Broadcasting Project originally launched in November 2013. The Packard Campus continued the development of digital film preservation capabilities; enhanced and added cataloging and processing capabilities throughout the production systems; and continued development of the Packard Campus Workflow Application software. The Packard Campus also completed a portion of the Capitol Hill Video Transmission system equipment installation and began limited 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 AOC to plan for Ft. Meade Module 5. CS will complete the relocation of the House Library Collection to Ft. Meade modules 3 and 4, and otherwise continue to inventory and manage collections to ensure collections security and access on Capitol Hill as well as in off-site storage locations. Priority programs will include: Additional Service Copy Program which withdraws or keeps from adding

approximately 100,000 additional copies each year and Fixed Location Program which sends approximately 100,000 items to fixed location in the John Adams Building. CS staff will continue to realign 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, and to improve the researcher experience. CS 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 recommending and converting analog collections, 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. CS will facilitate staff exposure to emerging research themes and methodologies, to integrate these into best practices for research and reference services and to improve the researcher experience at the Library. A CS top priority is to address knowledge gaps and ensure the subject expertise necessary to provide reference service to the Congress, scholars, and our wide-ranging constituents notwithstanding staff attrition through retirements, sequestration, and a history of budgetary constraints.

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 usability, safety and memory capacity of these systems will enable the expansion of crucial eDeposit projects from the initial testing phase to pilot project levels, including the collaborative 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 minimal expanded testing. The Congressional Video Recording system will acquire the first encoding equipment to cover the House and Senate floor proceedings and test encodings will begin as soon as video from Capitol Hill starts being received via the Capitol Hill Video Transmission system. With most of the AOC fiber optic network on Capitol Hill now completed, the Capitol Hill Video transmission system will begin test

transmissions of the House and Senate floor feeds this year. The replacement of old equipment that has reached end-of-life status in the audio and video preservation labs will continue with some enhancements being made to current preservation systems to meet new technical requirements. The Film Preservation Laboratory, however, will make significant progress in 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. The Audio Lab will begin the first phase of construction on the final audio preservation room (A1.9). This room will achieve the same preservation capabilities as the other ten preservation rooms in the initial phase. Needed capabilities in surround sound and multitrack audio preservation, as well as key quality control functions, will be added in subsequent years.

Fiscal 2016 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 AOC during the construction of Ft. Meade Module 5 and identify, plan and prepare collections for transfer to Module 5. CS will continue to inventory and manage collections to ensure collections security and access on Capitol Hill as well as off-site storage locations. Priority programs continue to include: Additional Service Copy Program which withdraws or keeps from adding approximately 100,000 additional copies each year; and Fixed Location Program which sends approximately 150,000 items to fixed location annually. 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, and to improve the researcher experience – including combining the moving image, recorded sound, and music research centers into a single service point. CS 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, and will address knowledge gaps and lapses in subject expertise necessary for reference service to the Congress, scholars, and our myriad of constituents. CS staff will actively assist in the building of the Library's digital collections by recommending and converting analog collections,

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. CS will facilitate staff exposure to emerging research themes and methodologies to integrate these into best practices for research and reference services to improve the researcher experience at the Library.

The Packard Campus will focus primarily on maintaining current operational capabilities and continuing the development of projects designed to meet the demands for file-only electronic content transfers from key industry partners as the media content production industry moves to a completely electronic, file-based creation and distribution system. The staff will complete the initial American Archive of Public Broadcasting file transfers; continue limited transfers from several key Copyright and collections partners such as NBC-TV's Saturday Night Live, and eDeposit partners. Contingent on the completion of the AOC fiber optic ring on Capitol Hill in fiscal 2015, the Capitol Hill Video Transmission system will move to final testing of the phase one implementation as originally designed. With the addition of the first set of archive file encoders in fiscal 2015, the Congressional Video recording system will begin test file encodings, development of the automated workflows necessary, as well as plan for the additional capacity upgrades needed to move the system to production and await the completion of the UPS/generator system at the Packard Campus to reliably take over archiving from the House and Senate recording Studios. The staff will continue to test and complete small file acquisitions projects via satellite and broadcasting TV and radio. While some progress in fiscal 2015 will have been made in the transition from analog to digital film preservation, the completion of key functionality within the Film Preservation Laboratory, including production-level film scanning and film sound re-recording, will be deferred. The Packard Campus will keep current migration production systems operating, targeting acquisition of new and used equipment required to maintain current production levels and replacing key systems that have reached their end-of-life status.



Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Partnerships and Outreach Programs Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 6,263	\$5,896	\$ 5,745	\$ 5,857	+ \$112	1.9%
11.3 Other than full-time permanent	111	88	88	89	+ 1	1.1%
11.5 Other personnel compensation	55	66	71	72	+ 1	1.4%
12.1 Civilian personnel benefits	1,787	1,693	1,611	1,720	+ 109	6.8%
Total, Pay	\$ 8,216	\$7,743	\$ 7,515	\$ 7,738	+ \$223	3.0%
21.0 Travel & transportation of persons	20	12	23	23	0	0.0%
22.0 Transportation of things	42	40	9	9	0	0.0%
23.3 Communication, utilities & misc charges	7	10	9	9	0	0.0%
24.0 Printing & reproduction	33	19	17	18	+ 1	5.9%
25.1 Advisory & assistance services	1,047	74	1,448	1,448	0	0.0%
25.2 Other services	1,560	959	1,140	1,140	0	0.0%
25.3 Other purch of gds & services from gov acc	1,257	465	338	339	+ 1	0.3%
25.7 Operation & maintenance of equipment	25	8	14	14	0	0.0%
28.0 Supplies & materials	61	33	33	34	+ 1	3.0%
31.0 Equipment	457	2	1,487	1,487	0	0.0%
44.0 Refunds	50	0	20	20	0	0.0%
Total, Non-Pay	\$ 4,559	\$1,622	\$ 4,538	\$ 4,541	+ \$ 3	0.1%
Total, Partnerships & Outreach Programs	\$12,775	\$9,365	\$12,053	\$12,279	+ \$226	1.9%

Partnerships and Outreach Programs
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	72	\$12,053
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		83
Annualization of January 2015 pay raise @ 1%		15
Within-grade increases		28
FERS agency rate adjustment from 11.9% to 13.7%		73
One Extra Day		24
Total, Mandatory Pay and Related Costs	0	223
Price Level Changes		3
Program Increases	0	0
Net Increase/Decrease	0	\$ 226
Total Budget	72	\$12,279
Total Offsetting Collections	0	0
Total Appropriation	72	\$12,279

Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$12.279 million for Partnerships and Outreach Programs in fiscal 2016, an increase of \$0.226 million, or 1.9 percent, over fiscal 2015, offset by \$6 million in offsetting collection authority for the Cataloging Distribution Service, for a net appropriation of \$6.279 million. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
LS_POP	74	\$12,775	68	\$9,365	72	\$12,053	72	\$12,279	0	\$226	1.9%

PROGRAM OVERVIEW

The Partnerships and Outreach Programs (POP) 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 2014 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 *Mapping a New Nation: Abel Buell's Map of the United States, 1784; The Civil Rights Act of 1964: A Long Struggle to Freedom*; and *A Thousand Years of the Persian Book*. New exhibitions that opened in the James Madison Memorial Building Performing Arts Reading Room were *ASCAP: One Hundred Years and Beyond*, and *The American Ballet Theatre: Touring the Globe for 75 Years*.

A new, agile display case program increased 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.

Major publications released during the year included *Football Nation: Four Hundred Years of America's Game*; *Explorers Emigrants Citizens: A Visual History of the Italian-American Experience from the Collections of the Library of Congress*; *Great Photographs from the Library of Congress*; *Michigan-I-O: Alan Lomax and the 1938 Library of Congress Folksong Expedition*; *Christopher Columbus Book of Privileges*; and *The Forgotten Fifties: America's Decade from the Archives of Look Magazine*.

The Library continued its programs that serve the American public by promoting the importance of books, reading, and literacy. These programs included the Library of Congress Literacy Awards, the National Book Festival, the Young Readers Center events, the Letters about Literature contest, and the National Ambassador for Young People's Literature. The second-term Poet Laureate Consultant in Poetry, Natasha Trethewey, promoted poetry events at the Library and around the country.

The Office of Scholarly Programs continued to execute fellowship competitions, some in collaboration with partners, and to 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 became the cornerstone of a concerted focus on the impact of the digital revolution on the individual and on society, in general.

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 showcase the Library's collections and provide visitors with an opportunity to learn about the breadth of the Library's collections and work.

Exhibitions that opened or are scheduled to open in the Thomas Jefferson Building include *Magna Carta: Muse and Mentor* and *Herblock: Pointing Their Pens*. New exhibitions planned for the James Madison Memorial Building Performing Arts Reading Room include *Theatrical Designs* and *Elizabeth Sprague Coolidge*.

Major publications based on the Library's collections or exhibitions and planned for release during the year include *Mark Twain's America*; *Magna Carta: Muse and Mentor*; and *Mapping the West with Lewis and Clark*.

The Library will continue its programs that serve the American public by promoting the importance of books, reading, and literacy. These programs include the annual Library of Congress Literacy Awards, the National Book Festival, the Young Readers Center events, and the National Ambassador for Young People's Literature. The newly appointed Poet Laureate Consultant in Poetry, Charles Wright, will promote poetry events at the Library and around the country.

The Office of Scholarly Programs will continue to execute fellowship competitions and oversee the process of inviting scholars to the prestigious John W. Kluge Center to conduct in-depth research at the Library. Preparations

also will take place for the award of the Kluge Prize for Achievement in the Study of Humanity. The Kluge Prize recognizes and celebrates work of the highest achievement and greatest impact in areas that advance understanding of the human experience.

Fiscal 2016 Priority Activities

The Library will provide its visitors with opportunities for an inspiring and educational experience that collectively enhances their understanding and appreciation of the Library and its collections. Interpretive exhibitions, publications, guided tours, and public programs showcase the Library's collections and help visitors to learn about the breadth of the Library's collections and work.

The Library will continue to promote reading and literacy at the national level through programs including the National Book Festival, the Young Readers Center events, and the National Ambassador for Young People's Literature. The Library will continue development of the Library of Congress Literacy Awards program established in 2013 to recognize and support achievements around the globe in literacy promotion.

The Partnerships and Outreach Programs Directorate will continue to review the overall visitor experience and collaborate with other parts 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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 6,477	\$ 6,416	\$ 6,818	\$ 6,986	+ \$168	2.5%
11.3 Other than full-time permanent	465	474	454	465	+ 11	2.4%
11.5 Other personnel compensation	26	38	33	34	+ 1	3.0%
12.1 Civilian personnel benefits	2,140	2,084	2,080	2,252	+ 172	0.0%
Total, Pay	\$ 9,108	\$ 9,012	\$ 9,385	\$ 9,737	+ \$352	3.8%
21.0 Travel & transportation of persons	13	12	22	22	0	0.0%
23.3 Communication, utilities & misc charges	2	1	2	2	0	0.0%
24.0 Printing & reproduction	1,102	1,297	1,232	1,255	+ 23	1.9%
25.1 Advisory & assistance services	7,481	7,503	5,564	5,670	+ 106	1.9%
25.2 Other services	144	134	153	156	+ 3	2.0%
25.3 Other purch of gds & services from gov acc	53	52	114	116	+ 2	1.8%
25.7 Operation & maintenance of equipment	275	271	297	303	+ 6	2.0%
26.0 Supplies & materials	485	401	446	454	+ 8	1.8%
31.0 Equipment	2,792	3,500	4,074	4,152	+ 78	1.9%
Total, Non-Pay	\$12,347	\$13,171	\$11,904	\$12,130	+ \$226	1.9%
Total, Preservation	\$21,455	\$22,183	\$21,289	\$21,867	+ \$578	2.7%

**Preservation
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	96	\$21,289
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		130
Annualization of January 2015 pay raise @ 1%		24
Within-grade increases		45
FERS agency rate adjustment from 11.9% to 13.7%		115
One Extra Day		38
Total, Mandatory Pay and Related Costs	0	352
Price Level Changes		226
Program Increases	0	0
Net Increase/Decrease	0	\$ 578
Total Budget	96	\$21,867
Total Offsetting Collections	0	0
Total Appropriation	96	\$21,867

Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$21.867** million for the Preservation Directorate in fiscal 2016, an increase of \$0.578 million, or 2.7 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Details in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
LS_PRES	99	\$21,455	90	\$22,183	96	\$21,289	96	\$21,867	0	\$578	2.7%

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 2014 Priority Activities

Staff addressed preservation needs of the Library's collections by treating more than 4.7 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. PRES staff housed more than 65,000 manuscripts, maps, photographs, and other items; labeled almost 20,000 items; and surveyed or assessed more than 1 million items. Other measurable actions included 12,383 research activities, 2,093 analyses, and 4,277 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. Including assessment of collections, the Library completed more than 9.2 million preservation actions by the close of the fiscal year.

PRES continued its international leadership role in cultural heritage preservation through presentations for the International Federation of Library Association's Preservation and Conservation section and acting as the Preservation Regional Center for North American (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). PRES staff presented on a wide range of topics including collections care strategies: *Sustainable Collections Care - Integrated modelling to address the demography of library and archival collections*; research on historic paper making: *Fabriano Papers of the XIII-XV Centuries, from early notary manuscripts to the age of printing*; and development of new testing methods: *Evaluating Storage Materials: Alternatives to the Odd Test*.

The Binding and Collections Care Division implemented 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 continued to be bound. Staff resources were redirected to support the preparation of loose serial issues held by some custodial divisions that have experienced

staff and/or contract reductions. Since fiscal 2013, overall output has declined slightly because of these programmatic changes in addition to yearly increase in pricing for binding services.

Building on the collection survey completed in fiscal 2013, PRES completed the review of the Library's Mass Deacidification Program and made recommendations on how the program's goal should be modified to reflect the Library's most pressing needs and reduced resources. The fiscal 2015 mass deacidification final option year was negotiated with production reduced to approximately 200,000 book equivalent volumes and 1 million sheets.

In addition to actively improving the condition of the collections, PRES staff continued to prepare for collections emergencies. Staff responded to 44 emergencies, some of which required the stabilization and treatment of collection items. Three of these incidents involved Library collections that resulted in the stabilization treatment of 1,317 items.

PRES completed 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 microfilm reformatting activity within PRES has kept steady at \$1.8 million in fiscal 2014 and resulted in the reformatting of content of 3.3 million pages.

The Preservation Research and Testing Division continued to collaborate with the University College London and cultural heritage institutions as part of the Collections Demographics Program and share research results in collections care and preservation for large collections. Data from a second survey of users conducted in fiscal 2013 at the Library was analyzed. Final publication of research is expected to occur in fiscal 2015.

Fiscal 2015 Priority Activities

Due to constrained funding levels, PRES will continue to be 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. Sustained funding will allow the overseas offices to continue to reformat an additional 2 million pages.

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 continue to serve as the primary off-site means for sharing information.

The Conservation Division 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.

Based on collection condition survey findings and review of the existing mass deacidification contract in fiscal 2014, PRES will draft a new multi-year indefinite delivery, indefinite quantity (IDIQ) contract for mass deacidification services. This type of contract instrument will provide the Library with the needed flexibility to address two issues: reduced ability to assess books that are not optimally stored due to continuing shortage of storage space and increased labor needed to identify candidate items in targeted collections. The goal for binding will remain steady based on expected funding support. The current contract controls the increase in costs so production should keep up with the most pressing needs.

The goal for preservation reformatting, including the combined efforts of PRD and the Library's overseas offices, will be approximately 5 million pages. 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 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 continue to support the three main programmatic areas of long-term research, analytical service requests, and the quality assurance program, mitigating risk to collections and the stabilization of collection materials. An expansion of the program includes assessment of building materials for collection storage spaces to detect harmful off-gassing components and ensure preservation of Library collections.

Fiscal 2016 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. At current funding levels, it is likely that resources will support addressing the needs of no more than 4.5 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.

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 continue to serve as the primary off-site means for sharing information.

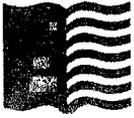
PRES will continue to coordinate major conservation and collections care efforts in the Library through assessment and treatment of collections, training custodial staff in safe handling of collections, preparing collection items selected for display or digitization, providing the needed preservation 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 goal for binding will remain steady based on expected funding support. In fiscal 2016, PRES will draft a new

5-year contract for binding services to commence in fiscal 2017.

A new mass deacidification contract will be in place for the second half of 2016 reflecting the constraints of access to collections in the general stacks and the Law Library. It is the intention to maintain the treatment of sheets given the vast number of archival type collections held by Manuscripts and other divisions. Goal for binding will remain steady based on expected funding support.

The goal for preservation reformatting, including the combined efforts of PRD and the Library's overseas offices, will be approximately 5 million pages. 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.

Developments in preservation research will advance through collaborations with industry partners to understand degradation of modern materials. The online presence of CLASS-D (Center for Library Analytical Scientific Samples – Digital) will strengthen the Library's leadership role in an established preservation network and continue to address collection preservation issues.



Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Technology Policy Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$4,919	\$4,553	\$3,887	\$ 5,488	+ \$1,601	41.2%
11.3 Other than full-time permanent	69	61	69	71	+ 2	2.9%
11.5 Other personnel compensation	13	13	20	20	0	0.0%
12.1 Civilian personnel benefits	1,302	1,224	1,036	1,620	+ 584	56.4%
Total, Pay	\$6,303	\$5,851	\$5,012	\$ 7,199	+ \$2,187	43.6%
21.0 Travel & transportation of persons	12	19	21	26	+ 5	23.8%
23.3 Communication, utilities & misc charges	90	38	89	96	+ 7	7.9%
25.1 Advisory & assistance services	407	301	471	480	+ 9	1.9%
25.2 Other services	9	12	11	11	0	0.0%
25.7 Operation & maintenance of equipment	965	924	972	1,117	+ 145	14.9%
26.0 Supplies & materials	23	20	23	24	+ 1	4.3%
31.0 Equipment	155	133	1,042	1,062	+ 20	1.9%
Total, Non-Pay	\$1,661	\$1,447	\$2,629	\$ 2,816	+ \$ 187	7.1%
Total, Technology Policy	\$7,964	\$7,298	\$7,641	\$10,015	+ \$2,374	31.1%

**Technology Policy
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	42	\$7,641
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		71
Annualization of January 2015 pay raise @ 1%		13
Within-grade increases		24
FERS agency rate adjustment from 11.9% to 13.7%		63
One Extra Day		21
Total, Mandatory Pay and Related Costs	0	192
Price Level Changes		177
Program Increases:		
Digital Collections Center	15	2,005
Total, Program Increases	15	2,005
Net Increase/Decrease	15	\$ 2,374
Total Budget	57	\$10,015
Total Offsetting Collections	0	0
Total Appropriation	57	\$10,015

Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$10.015 million for the Technology Policy Directorate in fiscal 2016, an increase of \$2.374 million, or 31.1 percent, over fiscal 2015. This increase represents \$0.369 million for mandatory pay related and price level increases, and a program change of \$2.005 million and 15 FTEs for the Digital Collections Center.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_TECH	46	\$7,964	38	\$7,298	42	\$7,641	57	\$10,015	15	\$2,374	31.1%

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, 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 2014 Priority Activities

TECH continued to provide technical support and leadership for the new Bibliographic Framework Initiative (BIBFRAME), which provides a foundation

for the future of bibliographic description, both on the web and in the broader network world, 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 organized a BIBFRAME implementers forum to coordinate and share test implementation experiences, and TECH published as open source a BIBFRAME data input tool to assist implementers. TECH also completed and published a report that investigated the BIBFRAME model against those for recorded sound, moving image, and other pockets of special material that use different models and held expert meetings. TECH continued to investigate and test the integration of the Linked Data Service with the BIBFRAME to enable bibliographic data exposure for linked data applications. Additional classification schedules were added along with many smaller vocabularies in support of BIBFRAME data values.

TECH and OSI staff continued to collaborate to develop tools and workflows for the ingest of e-journals through Copyright deposit. For the first time the Library successfully ingested the e-books received in multiple formats from ten publishers participating in the Cataloging-In-Publication (CIP) Program. The Library stored this new, born-digital content on secure servers and is managing the digital objects using the Content Transfer System, a suite of tools developed by the Repository Development Center (RDC), OSI.

Fiscal 2015 Priority Activities

TECH will gather 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 continue to 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. Application developments to support ingest and access will be dependent on resources in the RDC. The Library intends to ingest 2,500 e-books from publishers participating in CIP. The Library plans to expand Copyright eDeposit to ingest e-books and will continue to expand the number of e-journals ingested through Copyright deposit. TECH will work closely with other Library service units to identify requirements and investigate options for providing access for patrons while preventing inappropriate copying of the copyrighted content.

The NDMSO will be realigned as part of Acquisitions and Bibliographic Access. This will better position the Library to support BIBFRAME development.

Fiscal 2016 Priority Activities

TECH will continue gathering requirements for the Library's next generation integrated library 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 on requirements for integration of the Library's next generation integrated library system with the suite of repository services that are available and in planning.

TECH also will continue to 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. Application developments to support ingest and access will be dependent on resources in the RDC.

TECH will work with OSI to provide access to content that is not in the public domain, such as e-books received from publishers participating in CIP. TECH will work closely with other Library service units to identify requirements and investigate options for providing access for patrons while preventing inappropriate copying of the copyrighted content.

TECH will provide improved access to materials via the major BIBFRAME data creation pilot begun in fiscal 2015 with Library of Congress catalogers. The pilot implementation will be extended through collaborations with other institutions that will enable TECH to test interchange, search, and retrieval issues of the new linked data environment that is basic to BIBFRAME. Analysis will be carried out on more forms of material and specifications, and tools developed by TECH will be made available to the community. TECH will begin discussions with vendors concerning implications for their services. TECH will adjust and expand the Library's Linked Data Service. This is a critical piece of the BIBFRAME environment both for the Library and the library community that looks to the Library of Congress for leadership in this new technology.



Office of Strategic Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Strategic Initiatives

Resource Summary

(Dollars in Thousands)

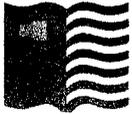
Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change	
	Execution Plan		Actual Obligations						
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
Digital Initiatives	107	\$ 21,986	94	\$ 21,137	106	\$ 22,321	0	\$ 714	3.2%
NDIIPP	20	3,584	17	3,519	16	3,837	0	102	2.8%
TPS	11	7,119	9	6,422	10	8,231	0	188	2.3%
Invest in Tech Infrastructure	0	9,224	0	8,717	0	9,459	0	180	1.9%
Subtotal, Digital Initiatives	138	\$ 41,913	120	\$ 39,795	132	\$ 43,648	0	\$ 1,184	2.7%
Information Technology Services	213	62,854	203	63,582	220	63,655	0	2,723	4.3%
Total, Office of Strategic Initiatives	351	\$104,767	323	\$103,377	352	\$107,303	0	\$3,907	3.6%

**Office of Strategic Initiatives
Summary By Object Class
(Dollars in Thousands)**

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 38,964	\$ 37,238	\$ 39,473	\$ 40,440	+\$ 967	2.4%
11.3 Other than full-time permanent	287	289	407	417	+ 10	2.5%
11.5 Other personnel compensation	210	298	298	305	+ 7	2.3%
11.8 Special personal services payment	288	336	355	364	+ 9	2.5%
12.1 Civilian personnel benefits	11,237	10,915	11,551	12,501	+ 950	8.2%
Total, Pay	\$ 50,986	\$49,076	\$ 52,084	\$ 54,027	+\$1,943	3.7%
21.0 Travel & transportation of persons	155	75	110	112	+ 2	1.8%
22.0 Transportation of things	3	3	3	3	0	0.0%
23.3 Communication, utilities & misc charges	6,101	6,047	5,293	5,393	+ 100	1.9%
24.0 Printing & reproduction	130	114	130	133	+ 3	2.3%
25.1 Advisory & assistance services	10,037	10,735	10,309	10,505	+ 196	1.9%
25.2 Other services	4,454	5,490	7,191	7,328	+ 137	1.9%
25.3 Other purch of gds & services from gov acc	464	466	376	383	+ 7	1.9%
25.7 Operation & maintenance of equipment	12,350	11,566	14,686	15,880	+ 1,194	8.1%
28.0 Supplies & materials	246	185	214	218	+ 4	1.9%
31.0 Equipment	14,508	14,701	10,197	10,391	+ 194	1.9%
41.0 Grants, subsidies & contributions	5,333	4,919	6,710	6,837	+ 127	1.9%
Total, Non-Pay	\$ 53,781	\$54,301	\$ 55,219	\$ 57,183	+\$1,964	3.6%
Total, Office of Strategic Initiatives	\$104,767	\$103,377	\$107,303	\$111,210	+\$3,907	3.6%

Office of Strategic Initiatives
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	352	\$107,303
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		724
Annualization of January 2015 pay raise @ 1%		134
Within-grade increases		247
FERS agency rate adjustment from 11.9% to 13.7%		639
One Extra Day		199
Total, Mandatory Pay and Related Costs	0	1,943
Price Level Changes		1,964
Program Increases	0	0
Net Increase/Decrease	0	\$ 3,907
Total Budget	352	\$111,210
Total Offsetting Collections	0	0
Total Appropriation	352	\$111,210



Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Digital Initiatives Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$14,639	\$13,482	\$14,279	\$14,625	+\$ 346	2.4%
11.3 Other than full-time permanent	190	187	252	258	+ 6	2.4%
11.5 Other personnel compensation	95	108	124	127	+ 3	2.4%
11.8 Special personal services payment	288	336	355	364	+ 9	2.5%
12.1 Civilian personnel benefits	4,428	4,085	4,353	4,703	+ 350	8.0%
Total, Pay	\$19,640	\$18,198	\$19,363	\$20,077	+\$ 714	3.7%
21.0 Travel & transportation of persons	140	62	95	97	+ 2	2.1%
22.0 Transportation of things	2	3	3	3	0	0.0%
23.3 Communication, utilities & misc charges	3,149	3,167	3,183	3,243	+ 60	1.9%
24.0 Printing & reproduction	50	36	50	51	+ 1	2.0%
25.1 Advisory & assistance services	130	259	126	129	+ 3	2.4%
25.2 Other services	4,431	5,471	7,172	7,307	+ 135	1.9%
25.3 Other purch of gds & services from gov acc	253	257	160	164	+ 4	2.5%
25.7 Operation & maintenance of equipment	149	165	77	88	+ 11	14.3%
26.0 Supplies & materials	112	68	80	81	+ 1	1.3%
31.0 Equipment	8,524	7,190	6,629	6,755	+ 126	1.9%
41.0 Grants, subsidies & contributions	5,333	4,919	6,710	6,837	+ 127	1.9%
Total, Non-Pay	\$22,273	\$21,597	\$24,285	\$24,755	+\$ 470	1.9%
Total, Digital Initiatives	\$41,913	\$39,795	\$43,648	\$44,832	+\$1,184	2.7%

**Digital Initiatives
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	132	\$43,648
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		268
Annualization of January 2015 pay raise @ 1%		50
Within-grade increases		91
FERS agency rate adjustment from 11.9% to 13.7%		237
One Extra Day		68
Total, Mandatory Pay and Related Costs	0	714
Price Level Changes		470
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,184
Total Budget	132	\$44,832
Total Offsetting Collections	0	0
Total Appropriation	132	\$44,832

Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$44.832** million for the Digital Initiatives program in fiscal 2016, an increase of \$1.184 million, or 2.7 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
OSI_DI	138	\$41,913	120	\$39,795	132	\$43,648	132	\$44,832	0	\$1,184	2.7%

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. 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.

OSI focuses on future technology, with a special emphasis on: digital data creation; digital content acquisition and distribution; and long-term stewardship management. This includes comprehensive web-based digital access services; analog to digital conversion; archiving strategically targeted web content, and jointly with ITS, maintaining a technical infrastructure that preserves long-term digital content. As technology continues to evolve, OSI will focus on capturing digital data that will support both the Congress and the Nation. 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 2014 Priority Activities

In fiscal 2014, Web Services (WS) provided functional, content, and usability enhancements to the Library's Congressional and National Library web presence.

WS continued to lead a Library-wide effort to develop and implement the next-generation legislative system, Congress.gov. Fiscal 2014 saw the addition of user-managed Alerts and Saved Searches, an advanced search tool, a Congress.gov resources portal, and a new browse function. The team continued to add new content to the site, such as Nominations, House Committee video, bill data from the 93rd-102nd Congresses, and amendment data from the 97th-102nd Congresses. The September 2014 release removed the "beta" label from the site and began to direct web users from the legacy Legislative Information System to Congress.gov. The fiscal 2014 changes to Congress.gov and THOMAS were closely coordinated with legislative partners and Library staff. LOC.gov continues to mature and grow into a content-rich, modern system, providing millions of digital resources to millions of users each month. WS worked with content owners throughout the Library to continue the migration of collections and related content from legacy presentations to new, adaptive, accessible presentations. This included photographs, manuscripts, notated music, new and migrated audio files, and more. New collections were launched online, including the Civil Rights History Project, World War I Sheet Music, the Carl Sagan Papers, and new collections, including diaries, papers and correspondence related to the Civil War.

WS maintains a suite of mobile apps, including The Congressional Record and The Constitution Annotated. In addition, WS continues its enhancement of social media and engagement channels, including the Library's blogs, an upgrade of legacy exhibition presentations, and new exhibits such as *Civil Rights Act of 1964: A Long Struggle for Freedom*.

OSI's content management priorities for fiscal 2014 include improving Content Transfer Services (CTS) usability, error handling, and recovery. OSI expanded functionality of repository and content transfer services

to support an increasing number of Library curatorial divisions managing digital content. The deposit of born digital personal papers in the Manuscript Division by a member of Congress provided a notable illustration of the accelerating transition from paper to digital.

By the end of fiscal 2014, the total volume of content transferred and inventoried by the Library's CTS system was 2 petabytes, growing by 787 terabytes in fiscal 2014. Quality review software has supported the acceptance of 54 million digital images to date, 9 million of which were reviewed in 2014. The number of electronic e-journals received via eDeposit has increased to 930 Journals and 80,000 articles; nearly half of which (457 Journals and 38,000 articles) which were added in 2014. More than 60 e-books from ten publishers were added through the LOC CIP e-book automation program in 2014. Enhancement of CIP repository service tools made it possible to receive and ingest materials in the epub2 and epub3 e-book formats.

In the area of scanning and metadata services, OSI completed digitization of the permanent print edition of the Congressional Record; continued to work with 18 other federal agencies to develop common guidelines, specifications, and tools for digitization of still image and audio-visual materials; and continued to upgrade legacy digitized content for migration to the Library's new web presence.

Fiscal 2015 Priority Activities

In fiscal 2015, OSI work plans will continue to focus on extending the capabilities and content of LOC.gov and Congress.gov, with a focus on implementing a Library-wide Web Content Strategy and refining how work is prioritized, measured, and aligned with the Library's strategic plans and initiatives.

Congress.gov will have new data (Treaties, Executive Reports, House and Senate Communications) and improved functionality (search, browse, alerts, and faceting). Drawing on the expertise of the Law Library of Congress and Congressional Research Service, further refinements will be incorporated. In addition to supporting the ongoing development and maturation of Congress.gov, development this year will focus on replacing legacy tools and processes which support content management for legislative information. The team will work with stakeholders to begin the replacement of the existing tools that manage bill summarization work-flow, bill action annotation, and related-bill linking and subject term assignment. The work on these content management tools will be tightly integrated with the existing Congress.gov technology

platform.

The rapidly maturing LOC.gov platform will continue to add content from both existing and new sources. Major improvements will be made to the site including an advanced search feature, new viewers for images (including maps, photos, manuscripts), and improved video and audio playback. A planned redesign of the home page will incorporate lessons learned during the past two years of work, and incorporate content identified as a priority via the new content strategy process. WS will continue to migrate content to new search, browse, and display platforms, creating major usability and content enhancements for users in areas including Teachers/Educational materials, Webcasts (concerts, lectures), and Patron Services (Reading Rooms, programs).

Planning for the longer term digital future, OSI will oversee an expanded digitization program. OSI will begin preparing digitized historical legislative content for presentation under Congress.gov; support new high priority digitization projects from the American Folklife Center, Veterans History Project, and Music Division; work with curatorial divisions to make recently digitized content available online; and, continue to migrate legacy content to the Library's new web presence. OSI also will focus on improving scanner accuracy when scanning different types of materials, and work with other federal agencies to update guidelines for the digitization of text and still image materials.

OSI will provide access for e-journals as an access pilot for on-site users.

Fiscal 2016 Priority Activities

The Government Accountability Office report on the information technology operations of the Library of Congress, scheduled for completion in March 2015, will influence direction and focus in fiscal 2016 and subsequent years. The potential for a consolidated Legislative Branch data center and associated planning also will influence OSI and, in turn, ITS operations.

In fiscal 2016, WS will continue enhancements to Congress.gov platform, including the completion of legacy system retirements and the additions of new content and services. New content management tools will enhance the refinement of legislative information by CRS and strengthen system performance and reliability. LOC.gov, will add new content, improve design and content delivery tools (such as video and audio players), and make content more mobile-friendly and accessible.

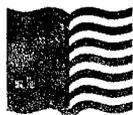
OSI will support the presentation of recently digitized

materials while working with Library units to complete the migration of legacy content.

In the area of content management, OSI will continue to support and improve digital content processing capacities. OSI will focus efforts on expanding eDeposit and supporting workflows for CIP e-books, tweets, and additional formats as resources permit.

OSI recognizes the increasing need to manage digital content with "big data" characteristics. A high volume collection, with continuing growth both in number of

records and size, would be the more than 582 terabytes of archived web sites held by the Library at the beginning of fiscal 2015. OSI continues to assess the requirements for technical content management infrastructure and services that enable users to understand and navigate large-scale 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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$24,325	\$23,755	\$25,193	\$25,815	+\$ 622	2.5%
11.3 Other than full-time permanent	97	102	156	159	+ 3	1.9%
11.5 Other personnel compensation	114	190	174	178	+ 4	2.3%
12.1 Civilian personnel benefits	6,810	6,829	7,199	7,799	+ 600	8.3%
Total, Pay	\$31,346	\$30,876	\$32,722	\$33,951	+\$1,229	3.8%
21.0 Travel & transportation of persons	15	13	15	15	0	0.0%
22.0 Transportation of things	1	0	1	1	0	0.0%
23.3 Communication, utilities & misc charges	2,952	2,881	2,109	2,149	+ 40	1.9%
24.0 Printing & reproduction	80	79	80	82	+ 2	2.5%
25.1 Advisory & assistance services	9,907	10,477	10,182	10,376	+ 194	1.9%
25.2 Other services	23	19	19	19	0	0.0%
25.3 Other purch of gds & services from gov acc	210	209	215	219	+ 4	1.9%
25.7 Operation & maintenance of equipment	12,201	11,401	14,609	15,792	+ 1,183	8.1%
26.0 Supplies & materials	134	116	134	137	+ 3	2.2%
31.0 Equipment	5,985	7,511	3,569	3,637	+ 68	1.9%
Total, Non-Pay	\$31,508	\$32,706	\$30,933	\$32,427	+\$1,494	4.8%
Total, Information Technology Services	\$62,854	\$63,582	\$63,655	\$66,378	+\$2,723	4.3%

Information Technology Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	220	\$63,655
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		456
Annualization of January 2015 pay raise @ 1%		84
Within-grade increases		155
FERS agency rate adjustment from 11.9% to 13.7%		403
One Extra Day		131
Total, Mandatory Pay and Related Costs	0	1,229
Price Level Changes		1,494
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,723
Total Budget	220	\$66,378
Total Offsetting Collections	0	0
Total Appropriation	220	\$66,378

Information Technology Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$66,378** million for Information Technology Services in fiscal 2016, an increase of \$2,723 million, or 4.3 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
OSI ITS	213	\$62,854	203	\$63,582	220	\$63,655	220	\$66,378	0	\$2,723	4.3%

PROGRAM OVERVIEW

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 industry 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 2014 Priority Activities

In fiscal year 2014, ITS continued to proactively change acquisition planning to follow government-wide best practices and newly revised Library guidelines for competitive procurements. These practices were implemented for acquisitions supporting application development, network infrastructure, telecommunications, IT security, enterprise and application services, and end-user services.

ITS completed the Library-wide PC network migration to a new desktop environment (Microsoft Windows 7 and Office 2010). This initiative significantly enhances cyber security, strengthens IT infrastructure, and mitigates against system obsolescence. In fiscal 2014, ITS expanded the virtualized server and storage environment to include implementation of a new storage architecture. This architecture creates multiple pools of storage with different performance and operational characteristics,

allowing faster storage to be used where needed, such as indexes and searching, and the flexibility to reduce overall implementation costs and response time for large data transportation. The virtualized environment supported 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 allow ITS to reduce database outages during both planned and unplanned events. The expansion of the new virtualized server and storage environment supports requirements for adding content and functionality to the new Congress.gov and LOC.gov web sites – enabling the Library's unified web strategy and transition from existing information systems.

In line with standardizing technology architecture approaches, ITS began work on the implementation of a Geospatial Hosting Environment (GHE) initiative, to provide tools and services to better serve Congressional research requests.

ITS began work on several enterprise-wide telecommunications initiatives. These include expanding the data communications bandwidth in the Capitol Hill campus buildings in replacing and upgrading network cables, hubs, and closet switches. ITS also began work on WiFi wireless access expansion to cover the entire Capitol Hill campus. ITS implemented systems to support Library-owned and user-owned mobile devices in order to meet the changing needs and expectations of the Library, replacing 800 Library-owned BlackBerry devices with iPhones, and consolidated all cellular phone contracts into a single vehicle. ITS now centrally manages all Library-owned iPhones and cellular phone contracts.

Fiscal 2015 Priority Activities

ITS' primary goals for fiscal 2015 included the following:

- Complete initiatives to improve data communications bandwidth and wireless access on the Capitol Hill campus;
- Complete GHE initiative to support Congressional research requests;
- Enhance the Library's cyber-security operations;
- Strengthen and modernize the Library's IT infrastructure through virtualization and standardization; improve content management and content delivery services; and
- Identify and implement cost saving technology solutions.

ITS will complete the installation work begun in fiscal 2014 to expand data communications bandwidth in the Capitol Hill campus buildings by replacing and upgrading network cables, hubs, and closet switches. ITS also will complete the work on expansion of WiFi wireless access throughout the Library. Based on these infrastructure improvements, ITS will begin to deliver new services for an expanded video conferencing solution and deliver greater wireless access to internal networks and to Library-owned mobile devices for office automation applications.

ITS is moving to complete the GHE initiative to support Congressional research requests. In fiscal 2015, ITS will focus efforts on developing geospatial metadata indexing capability, which provides core services to enable Library staff to better serve Congressional research requests.

ITS will continue to improve the cyber security position of its networks and data centers. To support all service units, ITS will expand security incident handling and response measures to ensure that the programs are adequate to respond to evolving threats. ITS will continue to work to ensure that security hardware and software components are effectively integrated into the Library's technical infrastructure and operational practices.

ITS will focus on reducing engineering support costs through the initiation of several standardization efforts including virtualization of the servers used to manage and provide access to the Library's digital content. The Library continues to have a growing need to quickly and securely move and deliver large amounts of content, and ITS has begun standardizing the server environment that supports the management of the content throughout its lifecycle. This includes migration to new, more energy-efficient servers with more consistent software

configurations, allowing server resources to be allocated and reallocated more quickly and efficiently to meet requirements such as increased web site demand related to a specific event. 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, serving as a basis for future priority setting and acquisition planning.

Fiscal 2016 Priority Activities

ITS will continue to expand IT security support for service units through several initiatives including:

- 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, conserving space, energy, expertise of engineering support staff, and equipment, as well as increasing the capacity of the network infrastructure within and among the Library data centers.

ITS will continue to lead the effort to increase the volume of content made available through 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.

IT standards and architecture-based guidelines will

provide the structure for consistency and robustness in operational practices for long-term storage and content backup throughout the Library. ITS will focus on key legacy business applications to ensure that their operations and architectural plans are consistent with 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 technology lifecycles. 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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 8,236	\$ 8,229	\$ 8,447	\$ 8,914	+ \$ 467	5.5%
11.3 Other than full-time permanent	179	178	134	138	+ 4	3.0%
11.5 Other personnel compensation	80	84	81	83	+ 2	2.5%
12.1 Civilian personnel benefits	2,363	2,431	2,445	2,737	+ 292	11.9%
Total, Pay	\$10,858	\$10,922	\$11,107	\$11,872	+ \$ 765	6.9%
21.0 Travel & transportation of persons	50	47	42	43	+ 1	2.4%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.3 Communication, utilities & misc charges	36	36	37	38	+ 1	2.7%
24.0 Printing & reproduction	20	17	19	19	0	0.0%
25.1 Advisory & assistance services	284	296	159	162	+ 3	1.9%
25.2 Other services	1,789	1,560	1,847	2,728	+ 879	47.6%
25.3 Other purch of gds & services from gov acc	7	7	7	7	0	0.0%
26.0 Supplies & materials	15	17	18	18	0	0.0%
31.0 Equipment	2,789	5,060	3,046	3,142	+ 96	3.2%
Total, Non-Pay	\$ 4,991	\$ 7,041	\$ 5,176	\$ 6,156	+ \$ 980	18.9%
Total, Law Library	\$15,849	\$17,963	\$16,283	\$18,028	+ \$1,745	10.7%

Law Library
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	94	\$16,283
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		155
Annualization of January 2015 pay raise @ 1%		28
Within-grade increases		53
FERS agency rate adjustment from 11.9% to 13.7%		137
One Extra Day		44
Total, Mandatory Pay and Related Costs	0	417
Price Level Changes		130
Program Increases:		
Access to Law Library Collections - Class K Conversion	5	1,198
Total, Program Increases	5	1,198
Net Increase/Decrease	5	\$ 1,745
Total Budget	99	\$18,028
Total Offsetting Collections	0	- 350
Total Appropriation	99	\$17,678

Fiscal 2016 Program Changes: \$1.198 million

Access to Law Library Collections - Class K Conversion: \$1.198 million/5 FTEs

To provide greater access to the Law Library of Congress (LAW) legal collections, the Library is requesting funding of \$1.198 million: \$347,000 for five FTEs and \$851,000 for contractual support. This funding will provide staff to perform ongoing collections maintenance support, as well as dedicated support to assign K class numbers to the approximately 420,000 volumes still shelved under the obsolete "LAW" system. Initially the five FTEs will be dedicated to the 7-year Class K project, resulting in a collection that is completely catalogued in a unified manner that complies with widely accepted classification standards for law material.

Completing classification of the approximately 420,000 volumes that remain classed as "LAW" will provide an opportunity for LAW to re-shelve its entire collection in call number order. This is critical for reducing the number of "not-on-shelf" responses to requests and ensuring timely, high-quality service to patrons. While some shifting of collection materials may occur during the 7-year reclassification project, re-shelving the entire collection in call number order cannot occur until after the work is complete – a long-term task given the size of the Law collection. Moreover, the post-processing of re-classed materials – reviewing and updating bibliographic records in the Integrated Library System (ILS), labeling and bar-coding books, etc. – as well as troubleshooting of issues discovered during the re-shelving of materials, will be an ongoing activity. The goal is a fully inventoried, classified, and ordered law collection.

Duties of the staff that are required to classify, process, and provide access to the legal material, to serve the Congress and other constituents, are as follows:

1. Classification Specialist (one – GS-11/12/13)

The Classification Specialist will supervise the requested new classification team as it completes the Class K effort and then performs ongoing post-processing activities associated with reclassified materials.

2. Technicians (two – GS-9)

The additional technicians will review and update bibliographic and holdings records in the ILS; identify materials that require additional processing and/or preservation attention; prepare materials for binding; and serve as a resource for resolving problems related

to collection maintenance, allowing for an acceleration of the Class K classification work to meet the 7-year timeframe.

3. Collection Maintenance Staff (two – GS-7)

Shelving staff will provide LAW with proper care of post-processed collection material, which includes maintaining a shelf-list database that assists with accessing collection items; creating labels for shelving units; shifting and sorting the collection in call number order; and conducting searches to locate materials. The shelving staff initially will be dedicated to the Class K project.

In the past, LAW organized its legal materials under the "LAW" shelving arrangement, with location based on country and form of material. Within this arrangement, the location symbol was expanded by the first few letters of the name of the issuing body or author. Thus, many titles would have the same shelving number, requiring staff to search each volume until the desired title was located. For languages other than English, retrieval of specific volumes required a staff member with language skills, who could read the titles of volumes shelved under the same number to locate the specific book.

Since the implementation of the Class K shelving system starting in 1967, cataloged items are now classed according to jurisdiction, subject, form, author, and year, with the creation of a unique classification number for each title. Retrieval of material is greatly enhanced because of this unique number. Language expertise is no longer required because each book can be located based on its specific call number, resulting in significant efficiencies. However, all titles acquired before 1967 still are shelved in the antiquated "LAW" system.

Without dedicated support for the Class K conversion, LAW has only been able to tackle this workload when funds became available, through small, annual classification projects. As of June 30, 2014, 395,000 volumes have been classified, while 420,000 volumes remain shelved under the "LAW" system. Experience to date has shown that the complexity of the Class K schedule requires a significant knowledge of legal cataloging, legal publishing, and the law itself to get the work done with any level of efficiency. By far the most economical way to accomplish the remaining work would be to add one full time classification specialist at the GS 11/12/13 grade level to LAW's base.

In addition to the classification effort, all items require post-processing, including inventorying in the Integrated Library System, labeling with the new Class K number, and integrating (re-shelving) into the appropriate Class K area of the Law Library collection. A dedicated team of two GS-9 technicians and two GS-7 Sorter/Shelvers will augment existing LAW staff, who will not be able to handle the additional amount of post-processing work required by the accelerated classification schedule. In addition, the entire collection housed in the James Madison Memorial Building will need to be shifted as classification is complete, to properly integrate materials into the collection. The technicians hired for this classification project will assist in the shifting effort and assume responsibility for a variety of maintenance tasks associated with the LAW's collection following the completion of the classification project.

Annual funding of \$1.198 million will provide for continued classification of legal material and enable LAW to classify, process, and provide access to an average of 60,000 volumes per year over the 7-year project period. The cost of the Class K conversion

work has risen significantly since the Library requested funding unsuccessfully in fiscal 2011, because the earlier work required a simpler, more commonly available set of foreign language capabilities (English, Spanish, and French). Of this total, \$851,000 is required for contracting support because the contractor will need to hire individuals with specialized expertise in languages that are not widely known (for example, Hungarian), resulting in a significantly higher per-volume cost than in the past. The Library plans to non-recur the \$851,000 contract funding in fiscal 2023, at the end of the proposed 7-year project, but retain the five new positions to maintain and provide access to the cataloged materials.

This high priority effort directly supports the Library's strategic goal to acquire, preserve, and provide access to a universal collection. It will result in significantly better service to Members of Congress and general public patrons through more rapid retrieval of requested volumes. It also will improve the accessibility of previously unknown law materials in the LAW's collection for those who consult shared catalogs such as WorldCat.

Law Library

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$18.028** million for the Law Library program in fiscal 2016, an increase of \$1.745 million, or 10.7 percent, offset by \$0.350 million in offsetting collection authority over fiscal 2015. This increase represents \$0.547 million for mandatory pay related and price level increases, and a program change of \$1.198 and 5 FTEs for Access to Law Library Collections.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015		Fiscal 2016		Fiscal 2015/2016		Percent Change
	Execution Plan		Actual Obligations		Operating Plan		Request		Net Change		
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
Law Library	94	\$13,429	90	\$14,227	94	\$13,581	99	\$15,236	5	\$1,655	12.2%
Purch of Lib Mater	0	2,420	0	3,736	0	2,702	0	2,792	0	90	3.3%
Total, LAW	94	\$15,849	90	\$17,963	94	\$16,283	99	\$18,028	5	\$1,745	10.7%

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 2.89 million volumes and 2.9 million micro-format items.

The collection and staff expertise of LAW are unique. Certain one-of-a-kind materials are held in the Law Library. 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

examples, in fiscal 2014, the Law Library's Global Legal Research Directorate researched, prepared, and published multinational studies on such diverse topics as the regulation of bitcoin, restrictions on genetically modified organisms, military family and medical leave benefits, immigrant family reunification, and the use of weapons by law enforcement officers.

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 collection supports 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 curation of content in Congress.gov, the authoritative legislative information system for the Congress and the public. LAW also develops electronic information products that provide access to historical legal, legislative, administrative, and judicial documents; and creates research and collection guides that focus on legal research techniques, issues, and events.

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 a legal collection encompassing countries and regions of strategic importance to the Congress.

Fiscal 2014 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 collection materials to the current law classification (Class K). Additionally, LAW provided content and navigation instruction to congressional staff, law librarians, secondary school educators, and other public users on the Congress.gov database. LAW continued to implement its strategic plan and its detailed business plan to create a state-of-the-art reading room. The renovated reading room will better serve congressional priorities for foreign and international legal research; provide a more informed and comprehensive data environment through integrated systems; incorporate a multipurpose room for training, seminars, lectures and conferences; and sustain a technological 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 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. LAW continued its collaboration with the Government Publishing Office on a Statutes at Large project and linked metadata with digitized statutes for eventual integration with Congress.gov.

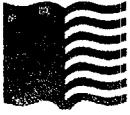
Fiscal 2015 Priority Activities

In fiscal 2015, LAW will focus on developing plans and collaborative arrangements to add digitized content to its web resources. LAW also will continue efforts to complete the classification to Class K. Working within the broader Library of Congress web enhancement initiative, LAW will continue to apply approved metadata specifications and best practices in order to improve iteratively the search capability of collections and program material available in its public web pages, while incorporating selected content into existing online frameworks such as the Guide to Law Online. LAW will

work with selected congressional offices on a Library-wide coordinated training program. LAW will pursue its long-term strategic plan and business plan initiatives to produce multi-jurisdictional legal information, including digitized content, aligned with Library of Congress-wide web initiatives, affording the Congress and other constituents the benefits of more timely, targeted, and complete legal knowledge. The Library will work with the Architect of the Capitol (AOC) on the construction of a vault to secure more than fifty percent of LAW's rare legal materials in a temperature and humidity controlled environment. LAW also plans to complete construction of its renovated reading room in fiscal 2015. LAW will continue to work with the Library on replacing LAW's compact shelving in the James Madison Memorial Building (JMMB) sub-basement stacks, as the current shelving system is beyond its predicted lifespan. The initial effort will be to replace the compact shelving in Quad A (one of four shelving spaces in the sub-basement) followed by full replacement of the corresponding compact shelving in the other spaces when funding becomes available. LAW was the lead curator and fundraiser for a 10-week Library exhibition "Magna Carta: Muse and Mentor" opening in November 2014 that includes a display of the 1215 Lincoln King John Magna Carta, and highlights the historical legacy of the document on the development of constitutional order and rule of law in the United States.

Fiscal 2016 Priority Activities

In fiscal 2016, LAW will continue the Class K classification with the goal of remaining on schedule to classify the entire Law collection by country, subject, and form of material by fiscal 2022. 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. The Library and AOC will complete the construction of a secure storage facility to house LAW's rare materials. Contingent upon the availability of funding, compact shelving will be replaced in the remaining storage spaces (Quads B, C, and D) within the sub-basement stacks of the JMMB. LAW will implement a digitization plan for a prioritized collection of LAW materials and will explore the best options for further automating its workflows and operational processes.



Office of Support Operations

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Support Operations Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSO - Basic	47	\$13,679	42	\$13,191	43	\$12,478	43	\$12,830	0	\$ 352	2.8%
HRS	58	8,840	55	8,766	60	9,106	60	9,412	0	306	3.4%
ISS	134	26,258	124	25,221	136	27,959	136	28,745	0	786	2.8%
Total, Office of Support Operations	239	\$48,777	221	\$47,178	239	\$49,543	239	\$50,987	0	\$1,444	2.9%

**Office of Support Operations
Summary By Object Class
(Dollars in Thousands)**

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$19,925	\$18,944	\$19,861	\$20,351	+ \$ 490	2.5%
11.3 Other than full-time permanent	65	152	254	260	+ 6	2.4%
11.5 Other personnel compensation	358	404	375	384	+ 9	2.4%
12.1 Civilian personnel benefits	6,195	6,001	6,313	6,802	+ 489	7.7%
Total, Pay	\$26,543	\$25,501	\$26,803	\$27,797	+ \$ 994	3.7%
21.0 Travel & transportation of persons	7	7	6	6	0	0.0%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.1 Rental payments to GSA	3,556	3,557	3,564	3,632	+ 68	1.9%
23.3 Communication, utilities & misc charges	314	320	317	323	+ 6	1.9%
24.0 Printing & reproduction	145	111	121	124	+ 3	2.5%
25.1 Advisory & assistance services	857	995	733	746	+ 13	1.8%
25.2 Other services	7,421	7,491	7,769	7,917	+ 148	1.9%
25.3 Other purch of gds & services from gov acc	1,556	1,474	1,341	1,367	+ 26	1.9%
25.4 Operation & maintenance of facilities	5,394	4,819	6,660	6,786	+ 126	1.9%
25.6 Medical care	11	11	11	11	0	0.0%
25.7 Operation & maintenance of equipment	1,696	1,308	1,291	1,333	+ 42	3.3%
26.0 Supplies & materials	243	198	249	254	+ 5	2.0%
31.0 Equipment	1,033	1,385	677	690	+ 13	1.9%
Total, Non-Pay	\$22,234	\$21,677	\$22,740	\$23,190	+ \$ 450	2.0%
Total, Office of Support Operations	\$48,777	\$47,178	\$49,543	\$50,987	+ \$1,444	2.9%

Office of Support Operations
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	239	\$49,543
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		373
Annualization of January 2015 pay raise @ 1%		68
Within-grade increases		125
FERS agency rate adjustment from 11.9% to 13.7%		323
One Extra Day		105
Total, Mandatory Pay and Related Costs	0	994
Price Level Changes		450
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,444
Total Budget	239	\$50,987
Total Offsetting Collections	0	0
Total Appropriation	239	\$50,987



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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 4,653	\$ 4,464	\$ 4,422	\$ 4,531	+ \$109	2.5%
11.5 Other personnel compensation	333	285	346	355	+ 9	2.6%
12.1 Civilian personnel benefits	1,302	1,283	1,297	1,409	+ 112	8.6%
Total, Pay	\$ 6,288	\$ 6,032	\$ 6,065	\$ 6,295	+ \$230	3.8%
21.0 Travel & transportation of persons	7	7	7	7	0	0.0%
23.3 Communication, utilities & misc charges	129	146	149	152	+ 3	2.0%
24.0 Printing & reproduction	46	20	21	22	+ 1	4.8%
25.1 Advisory & assistance services	598	741	439	447	+ 8	1.8%
25.2 Other services	3,107	3,320	3,690	3,760	+ 70	1.9%
25.3 Other purch of gds & services from gov acc	248	243	154	157	+ 3	1.9%
25.4 Operation & maintenance of facilities	500	177	33	33	0	0.0%
25.7 Operation & maintenance of equipment	1,577	1,202	1,104	1,125	+ 21	1.9%
26.0 Supplies & materials	147	116	139	142	+ 3	2.2%
31.0 Equipment	1,032	1,187	677	690	+ 13	1.9%
Total, Non-Pay	\$ 7,391	\$ 7,159	\$ 6,413	\$ 6,536	+ \$122	1.9%
Total, Office of Support Operations - Basic	\$13,679	\$13,191	\$12,478	\$12,830	+ \$352	2.8%

Office of Support Operations - Basic
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	43	\$12,478
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		85
Annualization of January 2015 pay raise @ 1%		16
Within-grade increases		29
FERS agency rate adjustment from 11.9% to 13.7%		75
One Extra Day		25
Total, Mandatory Pay and Related Costs	0	230
Price Level Changes		122
Program Increases	0	0
Net Increase/Decrease	0	\$ 352
Total Budget	43	\$12,830
Total Offsetting Collections	0	0
Total Appropriation	43	\$12,830

Office of Support Operations Basic

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$12.830** million for the Office of Support Operations Basic in fiscal 2016, an increase of \$0.352 million, or 2.8 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands):

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
OSO - Basic	47	\$13,679	42	\$13,191	43	\$12,478	43	\$12,830	0	\$352	2.8%

PROGRAM OVERVIEW

The Office of Support Operations (OSO) provides oversight and direction to diverse and interdependent infrastructure programs that enable the agency to achieve strategic objectives supporting the mission. OSO delivers an array of coordinated 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.

In collaboration with customers, OSO provides support to the entire agency 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.

Office of Security and Emergency Preparedness (OSEP): Safeguards the Library's collections, facilities, staff, visitors, and other assets; manages personnel security and employment suitability, and leads the coordination of emergency preparedness and Cooperative Continuity of Operations (COOP) programs.

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 2014 Priority Activities

In fiscal 2014, OSO enhanced support operations by identifying and accomplishing annual performance goals to enhance lifecycle planning, improve customer outreach, and achieve program efficiencies. OSO refined its business model for acquiring goods and services by proactively considering alternative acquisition strategies, elevating supervisory oversight and accountability, and training of Contracting Officers Representatives to build competency. OSO's fiscal 2014 investment in IT innovation resulted in the award of a competitive contract that will administer facility management and services more efficiently and effectively. OSEP conducted security assessments, and implemented new security controls to protect special format collections. OSEP ensured compliance with federal laws and regulations governing personnel security and employment suitability. OIC convened a working group to identify new strategies for leveraging staff and program diversity to achieve the Library's mission. OSO facilitated the collaboration among AOC and Library stakeholders for AOC construction of Module 5 at Ft. Meade.

Fiscal 2015 Priority Activities

During fiscal 2015, OSO will implement human capital management initiatives, lifecycle planning, project management, and innovation to deliver critical infrastructure services. The service unit will automate delivery of routine services through an OSO Customer Service Portal that integrates and promotes automated services. OSO will pilot the reengineered facility project planning model; identify opportunities for modernizing printing services; and, provide customer outreach and consultation. OSEP will conduct assessments and make improvements to its collections, physical, and personnel security programs. OSEP will promote awareness and training on the Library of Congress COOP.

OSO will collaborate with AOC and Library stakeholders on the Library's technical and operational requirements for Module 5 at Ft. Meade. OIC will issue a multi-year Plan for maintaining and leveraging diversity of the Library's workforce.

Fiscal 2016 Priority Activities

In fiscal 2016, OSO will continue to enhance and deliver support operations through a proven customer-focused, functional approach to planning, performance management and library-wide staff training. The service unit will refine delivery of automated services through its Facility Asset Management Enterprise (FAME) system and expand the OSO Customer Service Portal that integrates and promotes OSO automated services; implement the reengineered facility project-planning model incorporating lessons from the fiscal 2015 pilot. OSEP will implement enhancements and improvements to collections, physical and personnel security. OSEP will continue to focus on emergency preparedness readiness COOP awareness.

OSO will collaborate with AOC and Library stakeholders on the Library's occupancy planning for Ft. Meade Module 5. OSO will continue to enhance diversity and inclusiveness and implement human capital initiatives.



Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Human Resources Services Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$5,234	\$5,149	\$5,569	\$5,706	+ \$137	2.5%
11.3 Other than full-time permanent	0	5	50	51	+ 1	2.0%
11.5 Other personnel compensation	0	92	4	4	0	0.0%
12.1 Civilian personnel benefits	1,863	1,851	1,984	2,124	+ 140	7.1%
Total, Pay	\$7,097	\$7,097	\$7,607	\$7,885	+ \$278	7.4%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.3 Communication, utilities & misc charges	14	8	5	5	0	0.0%
24.0 Printing & reproduction	30	26	33	34	+ 1	3.0%
25.1 Advisory & assistance services	220	214	231	235	+ 4	1.7%
25.2 Other services	383	380	240	244	+ 4	1.7%
25.3 Other purch of gds & services from gov acc	1,094	1,039	989	1,008	+ 19	1.9%
26.0 Supplies & materials	1	1	0	0	0	0.0%
Total, Non-Pay	\$1,743	\$1,669	\$1,499	\$1,527	+ \$ 28	1.9%
Total, Human Resources Services	\$8,840	\$8,766	\$9,106	\$9,412	+ \$306	3.4%

Human Resource Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	60	\$9,106
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		107
Annualization of January 2015 pay raise @ 1%		19
Within-grade increases		34
FERS agency rate adjustment from 11.9% to 13.7%	0	89
One Extra Day	0	29
Total, Mandatory Pay and Related Costs	0	278
Price Level Changes		28
Program Increases	0	0
Net Increase/Decrease	0	\$ 306
Total Budget	60	\$9,412
Total Offsetting Collections	0	0
Total Appropriation	60	\$9,412

Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$9.412 million for Human Resources Services in fiscal 2016, an increase of \$0.306 million, or 3.4%, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
HRS	58	\$8,840	55	\$8,766	60	\$9,106	60	\$9,412	0	\$306	3.4%

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; provides the full scope of employee relations advice and assistance; 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 2014 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. 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. The HCPB launched an agency-wide succession planning approach to enhance the Library's workforce and ensure continuity, develop potential successors, and align resources on talent/knowledge process. This included the implementation of a one-year Phased Retirement pilot program, a new human resources tool and workforce

flexibility to be used for the transfer of knowledge and skills from eligible full-time employees to others. In addition, the HCPB, through its Americans with Disabilities Act Working Group, helped management increase disability awareness and improve and implement remedies to meet accessibility and workplace needs.

During fiscal 2014, HRS supported the Library's staffing requirements; strengthened workforce performance management; improved communications related to training and development; initiated planning for the ninth class of the Library's Leadership Development program; graduated two Career Development Program classes and expanded opportunities for program graduates; and continued to provide managers and supervisors with both classroom and online training resources to improve their leadership competencies. HRS continued to provide timely advice and guidance on performance and/or conduct and labor relations issues, including the provision of advice to senior Library management on a variety of complex employee relations matters and negotiating a memorandum of understanding with the Library's three labor organizations on the implementation of the phased retirement pilot.

Fiscal 2015 Priority Activities

In fiscal 2015, HRS will continue to align and perform its core functions to meet customer needs. HRS will provide support to the HCPB priorities of enhancing or further developing Library recruitment and retention, and disability and accommodation awareness initiatives. HRS will also focus on communicating its updated workforce performance management policy and guidance and streamlining and facilitating access for online training resources for staff. Finally, HRS will continue to improve customer service by identifying ways to partner

with service units to provide solutions-based advice and guidance.

Fiscal 2016 Priority Activities

In fiscal 2016, 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 workforce 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 workforce 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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$10,038	\$ 9,331	\$9,870	\$10,113	+ \$243	2.5%
11.3 Other than full-time permanent	65	147	204	209	+ 5	2.5%
11.5 Other personnel compensation	25	27	25	26	+ 1	4.0%
12.1 Civilian personnel benefits	3,030	2,867	3,032	3,269	+ 237	7.8%
Total, Pay	\$13,158	\$12,372	\$13,131	\$13,617	+ \$486	3.7%
23.1 Rental payments to GSA	3,556	3,557	3,564	3,632	+ 68	1.9%
23.3 Communication, utilities & misc charges	171	166	163	166	+ 3	1.8%
24.0 Printing & reproduction	70	64	67	68	+ 1	1.5%
25.1 Advisory & assistance services	40	40	62	64	+ 2	3.2%
25.2 Other services	3,931	3,791	3,839	3,912	+ 73	1.9%
25.3 Other purch of gds & services from gov acc	214	192	198	202	+ 4	2.0%
25.4 Operation & maintenance of facilities	4,893	4,642	6,627	6,753	+ 126	1.9%
25.6 Medical care	11	11	11	11	0	0.0%
25.7 Operation & maintenance of equipment	119	106	187	208	+ 21	11.2%
26.0 Supplies & materials	94	82	110	112	+ 2	1.8%
31.0 Equipment	1	198	0	0	0	0.0%
Total, Non-Pay	\$13,100	\$12,849	\$14,828	\$15,128	+ \$300	2.0%
Total, Integrated Support Services	\$26,258	\$25,221	\$27,959	\$28,745	+ \$786	2.8%

**Integrated Support Service
Analysis of Change
(Dollars in Thousands)**

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	136	\$27,959
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		180
Annualization of January 2015 pay raise @ 1%		33
Within-grade increases		62
FERS agency rate adjustment from 11.9% to 13.7%		159
One Extra Day		52
Total, Mandatory Pay and Related Costs	0	486
Price Level Changes		300
Program Increases	0	0
Net Increase/Decrease	0	\$ 786
Total Budget	136	\$28,745
Total Offsetting Collections	0	0
Total Appropriation	136	\$28,745

Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$28.745 million for Integrated Support Services in fiscal 2016, an increase of \$0.786 million, or 2.8 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
ISS	134	\$26,258	124	\$25,221	136	\$27,959	136	\$28,745	0	\$786	2.8%

PROGRAM OVERVIEW

Integrated Support Services (ISS) is responsible for management and oversight of day-to-day and long-term facility operations, space utilization planning, occupational health, logistics, centralized office systems, asset management, and safety services. In partnership with the Architect of the Capitol (AOC), ISS ensures that the buildings and grounds are maintained for Library staff, visitors, and the collections.

Fiscal 2014 Priority Activities

In fiscal 2014, ISS implemented the Library's Facility Project Plan, which included the modernization of the Manuscripts and Geography and Maps Reading Rooms. ISS completed an assessment of potential areas to increase on-site storage, and developed the Collection Storage Lifecycle Planning Model. ISS leveraged technology through the award of a competitive contract that will administer facility management and services more efficiently and effectively. ISS collaborated with the AOC on major improvements to the Library's government owned facilities, including technical and operational requirements for Collections Storage Module 5 at Ft. Meade and consolidation of General Services Administration (GSA) leased facilities.

ISS facilitated agency-wide health and safety training and awareness and administered the agency's administrative copier and records management programs.

Fiscal 2015 Priority Activities

During fiscal 2015, ISS will administer the Library's annual Facility Plan for service unit projects, including

modernization of the Law Library Reading Room. ISS will automate delivery of routine services through a Customer Service Portal that integrates and promotes the Office of Support Operations (OSO) automated services. ISS will pilot the reengineered facility project planning model; identify opportunities for modernizing printing services; and provide customer outreach and consultation. ISS will continue to collaborate on the construction of Module 5, life safety projects, egress improvements, power supply enhancement projects, and GSA leased facility options.

ISS will continue to facilitate agency-wide health and safety training and awareness and the agency's administrative copier and records management programs.

Fiscal 2016 Priority Activities

In fiscal 2016, ISS will continue to administer the Library's annual Facility Plan for service unit projects. ISS will refine delivery of automated services through its Facility Automated Management Enterprise (FAME) system and expand a Customer Service Portal that integrates and promotes OSO services; and implement the reengineered facility project-planning model incorporating lessons from the fiscal 2015 pilot. ISS will collaborate with the AOC to increase storage capacity in Library buildings through the replacement of obsolete shelving with more modern systems. ISS will collaborate with AOC and Library stakeholders on occupancy planning for Ft. Meade Module 5.

ISS will continue to facilitate agency-wide health and safety training and awareness, and the agency's administrative copier and records management programs.



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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$1,516	\$1,415	\$1,392	\$1,426	+ \$34	2.4%
11.3 Other than full-time permanent	114	103	132	135	+ 3	2.3%
11.5 Other personnel compensation	74	76	78	80	+ 2	2.6%
12.1 Civilian personnel benefits	482	481	501	539	+ 38	7.6%
Total, Pay	\$2,186	\$2,075	\$2,103	\$2,180	+ \$77	3.7%
21.0 Travel & transportation of persons	5	4	11	11	0	0.0%
23.3 Communication, utilities & misc charges	7	8	7	7	0	0.0%
24.0 Printing & reproduction	8	7	8	8	0	0.0%
25.1 Advisory & assistance services	449	536	780	795	+ 15	1.9%
25.2 Other services	24	13	56	58	+ 2	3.6%
25.7 Operation & maintenance of equipment	6	5	16	19	+ 3	18.8%
26.0 Supplies & materials	10	9	11	11	0	0.0%
31.0 Equipment	5	6	5	5	0	0.0%
Total, Non-Pay	\$ 514	\$ 588	\$ 894	\$ 914	+ \$20	2.2%
Total, Office of the Inspector General	\$2,700	\$2,663	\$2,997	\$3,094	+ \$97	3.2%

Office of the Inspector General
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	14	\$2,997
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		29
Annualization of January 2015 pay raise @ 1%		5
Within-grade increases		10
FERS agency rate adjustment from 11.9% to 13.7%		25
One Extra Day		8
Total, Mandatory Pay and Related Costs	0	77
Price Level Changes		20
Program Increases	0	0
Net Increase/Decrease	0	\$ 97
Total Budget	14	\$3,094
Total Offsetting Collections	0	0
Total Appropriation	14	\$3,094

Office of the Inspector General

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$3.094** million for the Office of the Inspector General in fiscal 2016, an increase of \$0.097 million, or 3.2 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

	Fiscal 2014				Fiscal 2015		Fiscal 2016		Fiscal 2015/2016		Percent Change
	Execution Plan		Actual Obligations		Operating Plan		Request		Net Change		
Appropriation/PPA	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OIG	14	\$2,700	13	\$2,663	14	\$2,997	14	\$3,094	0	\$97	3.2%

PROGRAM OVERVIEW

The *Library of Congress Inspector General Act of 2005* established the Library's Office of the Inspector General (OIG) as an independent objective office within the Library to conduct and supervise audits and investigations relating to the Library. The Act directs the OIG to provide leadership and to coordinate and recommend policies to promote economy, efficiency, and effectiveness at the Library.

The OIG divides its work organizationally into two units: the Audits and Investigations Divisions. Both divisions must stay on the leading edge of technology and continually update the specialized skills required to understand and monitor technology threats. To economically address various technology challenges, the OIG supplements in-house expertise by contracting with technology specialists. Two of the five management challenges identified by the OIG in recent years involve the Library's information technology (IT) infrastructure and the building of its digital collections, areas vital to the Library accomplishing its strategic goals and maintaining relevancy in the future.

The Inspector General plans, manages, and directs the operations of the OIG and coordinates its efforts and findings with Library management and the Congress. The OIG has a part time legal counsel and a full time administrative assistant to support the Inspector General and staff. The Audits Division conducts financial and performance audits of Library programs and operations and may conduct other types of reviews, such as inspections. The Audits Division also oversees the Library's annual financial statements audit, which includes the Library, its Financial Hosting Environment, and the Momentum Financial System (which supports

other legislative branch agencies), and the Open World Leadership Center's (OWLC) annual financial statements audit, a separate legislative branch agency. The Audits Division staff is comprised of seven auditors and management analysts with collective auditing credentials that include four certified public accountants, two certified information systems auditors, one certified internal auditor, and one 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. The Investigations Division staff consists of an Assistant Inspector General for Investigations, one full time special agent, two part time special agents, and one full time management analyst.

Fiscal 2014 Priority Activities

During fiscal 2014 the Inspector General retired and the Librarian appointed a new Inspector General. The OIG's audit emphasis included key program areas such as IT continuity of operations, IT systems security certification and accreditation, warehousing and logistics, and contracts management. The OIG introduced its Contracting Officer Representative (COR) Alert program by publishing and disseminating its alert for *Poor Practices, Fraud Indicators, and Related Mitigating Contracting Processes-Contract Administration*, to assist CORs in identifying and preventing contract fraud. The OIG also issued an *IT Contract Management Oversight Memorandum* alerting IT management to the OIG's concerns about oversight of specific IT labor hour

contracts and related contractor billings. Also, the Audits Division continued one of its core functions in conducting oversight of both of the annual audits of the Library's and OWLC's financial statements. The Investigations Division continued to direct its attention toward investigating major instances of false claims by Library contractors, assisting partner law enforcement agencies, and responding to hotline complaints.

In recognizing deficiencies in the Library's IT governance structure and the difficulties associated with its eDeposit born-digital initiative, the OIG awarded to two firms an indefinite delivery indefinite quantity (IDIQ) contract for IT consulting services

Fiscal 2015 Priority Activities

During fiscal 2015 the Audits Division will concentrate on evaluating Library activities occurring in the areas the Inspector General reported to Congress as the Library's "Top Management Challenges." Those areas include IT strategic management and infrastructure, building digital collections, financial management, performance management, and contracting. The Inspector General has emphasized that the OIG's efforts in these areas provide the greatest benefit to Library management and present the greatest return on Congress' investment in the OIG's budgetary resources.

The Audits Division plans to develop and implement an audit program using activity-based costing analysis. The elements of this audit approach involve connecting performance goals to budgetary resources and analyzing

costs associated with services and products delivered by these units. The audit analysis is designed to address both the effectiveness and efficiency of the unit's results. The Audits Division also will continue its oversight of the contracted Certified Public Accountant's annual audit of the Library's and OWLC's financial statements. The Investigations Division will continue to investigate major fraud against the Library, to pursue hotline complaints and employee misconduct, and to identify and prevent misuse of Library resources. To accomplish this work, the Investigations Division will employ computer aided tools and address accountability issues relating to theft and fraud against the Library.

Fiscal 2016 Priority Activities

During fiscal 2016 the Audits Division's audit plan includes addressing the Library's Top Management Challenges for IT infrastructure, the building of its digital collections, financial management, performance management, and contracting. The audit plan will refine and employ the activities-based costing analysis developed in fiscal 2015 to pursue and evaluate efficiencies in Library programs and operations. The Audits Division will lead its Legislative Branch partners in developing and soliciting a new 5-year Legislative Branch Financial Statement Audit Contract. The Investigations Division will continue its work in combating internet and computer crime. Investigations will continue to fight major fraud against the Library, pursue hotline complaints and employee misconduct, and identify and prevent misuse of Library resources.



COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Office, S&E Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
	FTE	\$	FTE	\$							
COP Basic	439	\$45,005	361	\$43,950	439	\$47,541	411	\$51,903	- 28	\$4,362	9.2%
COP Licensing Division	30	5,099	19	4,842	30	5,230	22	5,388	- 8	158	3.0%
COP Royalty Judges	6	1,520	6	1,162	6	1,532	6	1,584	0	52	3.4%
Total, COP, S&E	475	\$51,624	386	\$49,954	475	\$54,303	439	\$58,875	- 36	\$4,572	8.4%
COP Basic Off. Coll.		- \$27,971		\$ 0		- \$27,971		- \$30,000		- \$2,029	7.3%
COP Licensing Off. Coll.		5,099		0		5,230		5,388		158	3.0%
COP Royalty Judges Off. Coll.		- 374		0		- 381		- 389		- 8	2.1%
Total Appropriation, COP, S&E	475	\$18,180	386	\$49,954	475	\$20,721	439	\$23,098	- 36	\$2,377	11.5%

Copyright Office, Salaries and Expenses
Summary By Object Class
(Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$30,462	\$30,120	\$32,147	\$34,791	+\$2,644	8.2%
11.3 Other than full-time permanent	660	529	295	302	+ 7	2.4%
11.5 Other personnel compensation	15	9	341	349	+ 8	2.3%
11.5A Staff Awards ¹	317	259	342	351	+ 9	2.6%
11.8 Special personal services payment	40	39	55	56	+ 1	1.8%
12.1 Civilian personnel benefits	9,057	9,053	9,730	11,355	+ 1,625	16.7%
13.0 Benefits for former personnel	25	25	25	25	0	0.0%
Total, Pay	\$40,576	\$40,034	\$42,936	\$47,229	+\$4,294	10.0%
21.0 Travel & transportation of persons	188	120	159	162	+ 3	1.9%
22.0 Transportation of things	10	4	7	7	0	0.0%
23.2 Rental payments to others	300	316	310	316	+ 6	1.9%
23.3 Communication, utilities & misc charges	600	528	541	551	+ 10	1.8%
24.0 Printing & reproduction	446	318	377	384	+ 7	1.9%
25.1 Advisory & assistance services	0	12	0	0	0	0.0%
25.2 Other services	7,271	7,077	7,683	7,830	+ 147	1.9%
25.3 Other purch of gds & services from gov acc	836	686	825	841	+ 16	1.9%
25.7 Operation & maintenance of equipment	625	558	652	726	+ 74	11.3%
26.0 Supplies & materials	240	157	225	229	+ 4	1.8%
31.0 Equipment	552	144	589	600	+ 11	1.9%
Total, Non-Pay	\$11,048	\$ 9,920	\$11,368	\$11,646	+\$ 278	2.4%
Total, Copyright Office, S&E	\$51,624	\$49,954	\$54,303	\$58,875	+\$4,572	8.4%

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 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	475	\$54,303
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 61	0
Total, Non-recurring Costs	- 61	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		594
Annualization of January 2015 pay raise @ 1%		110
Within-grade increases		191
FERS agency rate adjustment from 11.9% to 13.7%		523
One Extra Day		171
Total, Mandatory Pay and Related Costs	0	1,589
Price Level Changes		278
Program Increases:		
Copyright Office Registration Staffing	20	2,029
Copyright Recordation Business Process Reengineering	5	676
Program Increases	25	2,705
Net Increase/Decrease	- 36	\$ 4,572
Total Budget	439	\$58,875
Total Offsetting Collections	0	- 35,777
Total Appropriation	439	\$23,098

Fiscal 2016 Program Changes: \$2.705 million

Copyright Office Registration Staffing:

\$2.029 million/20 FTEs

The U.S. Copyright Office (Copyright Office) introduced a revised fee schedule for services in May 2014, resulting in higher than expected fee revenues and a revised fee forecast. An additional \$2.029 million in offsetting collections authority will enable the Copyright Office to use this fee revenue to increase staffing by 20 FTEs, primarily Registration Specialists in the GS-9-11 range, to improve public services for the fee-paying filers. A small share of the additional authority could be used to fill positions that support the Registration Program, including attorneys to help with legal and policy issues related to the legal examination of copyright claims and other statutory responsibilities managed by the Copyright Office.

The Copyright Office has been experiencing an upward trend in the number of claims on hand each week since early fiscal 2012. Consequently, the average processing time for claims is lengthening. The average processing time for claims filed on paper applications was 4.8 months in December 2012; the current average processing time for paper applications is 13.5 months. The average processing time for claims filed online via eCO also has increased, rising from 3.1 months to 4.4 months over the same period. These increases are a direct

function of the loss of Registration Program staff. Over the last four years, Registration Program staff has declined by approximately 50 FTEs.

The training program for Registration Specialists is extensive and requires that existing Specialists forego processing claims while they train and mentor new staff. The impact of the new staff may not be felt immediately. However, over time the following benefits will accrue:

- The Registration Program's productive capacity will increase and volume of claims in process will be reduced;
- Processing time will decrease, so that filers will receive their certificates faster;
- The currency of the Compendium of Copyright Office Practices, the administrative manual of the Office that provides instruction to agency staff regarding their statutory duties will be ensured; and
- Regulations related to fee services will be updated more effectively to improve the customer experience and help safeguard the legal rights of copyright claimants.

Copyright Recordation Business Process Reengineering: \$0.676 million/5 FTEs

In fiscal 2015, the U.S. Copyright Office (Copyright Office) received funding of \$1.5 million to initiate a multi-year Recordation Reengineering project. In fiscal 2016 the Office will continue to utilize this base funding for contractor support; however, the Office is requesting an additional \$675,825 to support five FTEs, who will provide a range of research and information management skill sets not traditionally available in the Copyright Office and necessary for both the reengineering effort and for the recordation program to continue functioning after reengineering.

One of the Copyright Office's major statutory responsibilities is to review, index, and publicly record documents relating to copyright, including assignments of title, licenses, terminations of grants, and other records relating to the ownership or expiration of copyright interests. Currently, document recordation is largely the same paper driven, labor intensive process that has been in place since 1978 when the Copyright Act of 1976 was

implemented. It has become critical to reengineer the document recordation function to provide for a secure, convenient (for external users) and efficient system for receiving and processing copyright-related documents. On the front end, customers must submit documents on paper, even though such documents are increasingly created and shared electronically. When paper documents are received, Copyright Office staff manually convert them into digital formats.

On the back end, the public record that is a product of document recordation, which businesses and U.S. courts rely on for proof of ownership, contains limited information and is housed in a database that does not offer smart search technology or business-to-business connectivity. The next generation Copyright Office must support global business transactions in the copyright marketplace 24/7, thus seamless interoperability with private databases that host licensing information is a major objective of recordation reengineering.

In addition to the contractor support provided in fiscal 2015, five FTEs are requested to form the core of the Recordation Business Process Reengineering project team. These FTEs represent new positions with skills that will be required to support reengineering and administer the reengineered recordation function, including:

1. Technical Lead, Digital Research (one – GS-14)

The Technical Lead will develop, train, and lead digital legal research of the Copyright Office's records.

2. Program Manager, Digital Repositories (one – GS-14)

The Program Manager will ensure that the appropriate business, physical, and logistical controls are implemented to safeguard internal records and links to external databases that will supplement records.

3. Recordation Specialist/Paralegal (two – GS-12)

These specialists will support recordation filers and integrate recordation records.

4. Analyst (one – GS-12)

The Analyst will establish working relationships with external stakeholders and work to establish additional synergies with those stakeholders.

A major objective of the reengineering project is to automate the document submission and reviewing process to include an online filing capability for customers. However, significant changes also are contemplated regarding service options and the content and format of the public record. While the reengineering project goes forward, it will be critical to have staff continuously dedicated to these efforts to keep the project on schedule.

The benefits of a reengineered document recordation service will be substantial. They include:

- Ease and convenience of online filing for patrons;
- More efficient processing of recorded documents by Copyright Office staff;
- More robust and stable IT environment with dramatically decreased risk of data loss; and
- Improved access to authoritative information related to copyright assignments, licenses, and chain of title to facilitate both commercial and non-commercial agreements on usage and licensing.



Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Basic Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$28,084	\$27,694	\$29,570	\$32,150	+ \$2,580	8.7%
11.3 Other than full-time permanent	492	486	278	285	+ 7	2.5%
11.5 Other personnel compensation	265	255	576	590	+ 14	2.4%
12.1 Civilian personnel benefits	8,324	8,322	8,942	10,502	+ 1,560	17.4%
13.0 Benefits for former personnel	25	25	25	25	0	0.0%
Total, Pay	\$37,190	\$36,782	\$39,391	\$43,552	+ \$4,161	10.6%
21.0 Travel & transportation of persons	155	112	138	140	+ 2	1.4%
22.0 Transportation of things	9	3	6	6	0	0.0%
23.2 Rental payments to others	300	316	310	316	+ 6	1.9%
23.3 Communication, utilities & misc charges	572	512	515	525	+ 10	1.9%
24.0 Printing & reproduction	355	240	285	290	+ 5	1.8%
25.1 Advisory & assistance services	0	12	0	0	0	0.0%
25.2 Other services	5,200	5,234	5,697	5,806	+ 109	1.9%
25.3 Other purch of goods & services from gov acc	55	40	52	53	+ 1	1.9%
25.7 Operation & maintenance of equipment	542	462	522	578	+ 56	10.7%
26.0 Supplies & materials	207	142	175	179	+ 4	2.3%
31.0 Equipment	420	95	450	458	+ 8	1.8%
Total, Non-Pay	\$ 7,818	\$ 7,168	\$ 8,160	\$ 8,351	+ \$ 201	2.5%
Total, Copyright Basic	\$45,008	\$43,950	\$47,541	\$51,903	+ \$4,362	9.2%

**Copyright Basic
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	439	\$47,541
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 53	0
Total, Non-recurring Costs	53	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		545
Annualization of January 2015 pay raise @ 1%		101
Within-grade increases		175
FERS agency rate adjustment from 11.9% to 13.7%		479
One Extra Day		157
Total, Mandatory Pay and Related Costs	0	1,457
Price Level Changes		200
Program Increases:		
Copyright Office Registration Staffing	20	2,029
Copyright Recordation Business Process Reengineering	5	676
Total, Program Increases	25	2,705
Net Increase/Decrease	- 28	\$ 4,362
Total Budget	411	\$51,903
Total Offsetting Collections	0	- 30,000
Total Appropriation	411	\$21,903

Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$51.903 million for Copyright Basic in fiscal 2016, an increase of \$4.362 million, or 9.2 percent, over fiscal 2015, offset by \$30.0 million in offsetting collection authority, for a net appropriation of \$21.903 million. This increase represents \$1.657 million for mandatory pay related and price level increases, and program changes of \$2.705 million – [\$2.029 million and 20 FTEs] for the U.S. Copyright Office Registration Staffing, and [\$0.676 million and 5 FTEs] for Copyright Recordation Business Process Reengineering. Also included is a downward adjustment of -61 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
COP_BASIC	439	\$45,005	361	\$43,950	439	\$47,541	411	\$51,903	- 28	\$4,362	9.2%
Offsetting Coll.		- 27,971		0		- 27,971		- 30,000		- 2,029	7.3%
COP_BASIC Appr.	439	\$17,034	361	\$43,950	439	\$19,570	411	\$21,903	- 28	\$2,333	11.9%

PROGRAM OVERVIEW

The work of the U.S. Copyright Office (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. §701).

The work of the 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 Copyright Office records licenses and assignments of copyrights, maintains public databases of copyright information, and administers the mandatory deposit provisions of the law. In fiscal 2014, the Copyright Office transferred deposits totaling 700,964 copies of creative works to the Library's collections, which the Library would otherwise have had to purchase, valued at approximately \$32 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 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:

- Examining creative works of authorship submitted for registration;
- Registering claims to copyright;
- Recording assignments and other documents pertaining to copyright status and ownership;
- Creating, preserving, and publishing the world's largest public database of copyright records;
- Ensuring and administering the legal deposit of certain published works into the collections of the Library of Congress, as required by law;
- Conducting expert legal and policy studies;
- 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
- 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 Copyright Office with registering certain non-copyrightable designs, including mask works (which incorporate semi-conductor chips) and vessel hull designs. Through its policy work, the Copyright Office provides leadership and technical expertise to ensure that the copyright law stays relevant 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 Copyright Office's budget comes from fees it collects for copyright registration and related public services. The appropriated dollars provided to the Office in recent years have been more than offset by the \$30 million worth of deposits transferred 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 copyright system overall. 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 2014 Priority Activities

In fiscal 2014, the Copyright Office provided extensive technical advice and support for the ongoing copyright review process before the U.S. House of Representatives' Subcommittee on Courts, Intellectual Property and the Internet. The Subcommittee held 12 separate hearings on various aspects of the copyright law and one oversight hearing on Copyright Office operations during the fiscal year.

The Copyright Office continued work on the initiatives outlined in the Register's 2011-2013 priorities and special projects document. In November 2013, the Office published a proposed schedule of fees resulting from a study of the costs the Office incurs and the fees it charges for the various public services it provides. The *Compendium of U.S. Copyright Office Practices, Third*

Edition, another major deliverable of the priorities document, was published in August 2014.

In December 2013, the Copyright Office published a Resale Royalty Report, and in September 2014, the Office's first Arthur Kaminstein Scholar completed a public study of the future of the Recordation program.

Fiscal 2015 Priority Activities

With input gained through an intensive multi-year public discussion on a variety of administrative and policy issues, the Copyright Office will publish a five-year strategic plan in alignment with the Library-wide strategic planning process. The Copyright Office will employ the strategic plan to manage the development of new, and refinement of existing, IT systems as requested by stakeholders. The Copyright Office will continue analysis and planning activities relating to future IT systems with the goal of building new systems to better meet stakeholder needs.

The Copyright Office will continue its work on major negotiations for intellectual property protection in various regions of the world and continue major work on the implementation of worldwide protection for performers in audio-visual works.

The Copyright 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), 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 2016 Priority Activities

The Copyright Office will engage in targeted planning and analysis activities designed to improve existing IT systems and build new ones. Business requirements will take into account recommendations of both internal and external stakeholders.

The Copyright 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 Copyright 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 WIPO, as well as participate 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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$1,694	\$1,637	\$1,755	\$1,797	+ \$ 42	2.4%
11.3 Other than full-time permanent	2	2	16	17	+ 1	6.3%
11.5 Other personnel compensation	10	13	20	21	+ 1	5.0%
11.8 Special personal services payment	40	39	55	56	+ 1	1.8%
12.1 Civilian personnel benefits	495	496	547	590	+ 43	7.9%
Total, Pay	\$2,241	\$2,187	\$2,393	\$2,481	+ \$ 88	3.7%
21.0 Travel & transportation of persons	7	8	17	17	0	0.0%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.3 Communication, utilities & misc charges	18	13	15	15	0	0.0%
24.0 Printing & reproduction	18	14	18	18	0	0.0%
25.2 Other services	1,884	1,829	1,796	1,830	+ 34	1.9%
25.3 Other purch of gds & services from gov acc	731	634	725	739	+ 14	1.9%
25.7 Operation & maintenance of equipment	82	96	126	144	+ 18	14.3%
28.0 Supplies & materials	16	13	32	33	+ 1	3.1%
31.0 Equipment	101	47	107	110	+ 3	2.8%
Total, Non-Pay	\$2,858	\$2,655	\$2,837	\$2,907	+ \$ 70	2.5%
Total, Copyright Licensing Division	\$5,099	\$4,842	\$5,230	\$5,388	+ \$158	3.0%

**Licensing Division
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	30	\$5,230
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 8	0
Total, Non-recurring Costs	- 8	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		33
Annualization of January 2015 pay raise @ 1%		6
Within-grade increases		11
FERS agency rate adjustment from 11.9% to 13.7%		29
One Extra Day		9
Total, Mandatory Pay and Related Costs	0	88
Price Level Changes		70
Program Increases	0	0
Net Increase/Decrease	- 8	\$ 158
Total Budget	22	\$5,388
Total Offsetting Collections	0	- 5,388
Total Appropriation	22	\$ 0

Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$5,388 million in offsetting collection authority for the Copyright Licensing division in fiscal 2016, an increase of \$0.158 million, or 3 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases. Also included is a downward adjustment of -8 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	
COP_LIC	30	\$ 5,099	19	\$ 4,842	30	\$ 5,230	22	\$ 5,388	- 8	\$ 158	3.0%
Offsetting Coll.		- 5,099		0		- 5,230		- 5,388		- 158	3.0%
COP_LIC Appr.	30	\$ 0	19	\$ 4,842	30	\$ 0	22	\$ 0	- 8	\$ 0	0.0%

PROGRAM OVERVIEW

The U.S. Copyright Office, through the Copyright 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 2014 Priority Activities

In fiscal 2014, Licensing continued with its reengineering effort. Licensing completed documenting as-is business processes and introduced process improvements where possible. Licensing continued to develop its eLi system and prepared to pilot a batch submission front end to selected stakeholders. Licensing is one of the first divisions at the Library to embark on cloud hosting for a major system. To facilitate this, Licensing devoted resources to infrastructure design, including paving the way in evaluation of security tools.

During fiscal 2014, Licensing collected nearly \$318 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 \$2.4 million in royalties according to voluntary agreements among claimants, or as a result of determinations of the Copyright Royalty Judges.

Fiscal 2015 Priority Activities

In fiscal 2015, Licensing will complete its batch pilot, analyze the results of the pilot, and evaluate potential system enhancements based on the pilot results. Licensing will begin to look at its data and to formulate its data migration strategy. Licensing will continue to look at both its infrastructure and its business processes to determine if further improvements are possible. Licensing also will continue to collect and distribute

royalty fees and examine Statements of Account.

a fully automated system for receiving and examining Statements of Account. The division also will continue to collect and distribute royalty fees.

Fiscal 2016 Priority Activities

In fiscal 2016, Licensing will continue to work toward



Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Royalty Judges Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 685	\$ 789	\$ 823	\$ 843	+ \$20	2.4%
11.3 Other than full-time permanent	166	41	0	0	0	0.0%
11.5 Other personnel compensation	57	0	87	89	+ 2	2.3%
12.1 Civilian personnel benefits	238	234	241	263	+ 22	9.1%
Total, Pay	\$1,146	\$1,064	\$1,161	\$1,195	+ \$44	3.8%
21.0 Travel & transportation of persons	5	0	5	5	0	0.0%
22.0 Transportation of things	1	0	1	1	0	0.0%
23.3 Communication, utilities & misc charges	10	4	11	11	0	0.0%
24.0 Printing & reproduction	73	64	74	76	+ 2	2.7%
25.2 Other services	186	15	190	194	+ 4	2.1%
25.3 Other purch of goods & services from gov acc	50	12	48	49	+ 1	2.1%
25.7 Operation & maintenance of equipment	1	0	4	4	0	0.0%
26.0 Supplies & materials	17	1	17	17	0	0.0%
31.0 Equipment	31	2	31	32	+ 1	3.2%
Total, Non-Pay	\$ 374	\$ 88	\$ 381	\$ 389	+ \$ 8	2.1%
Total, Copyright Royalty Judges	\$1,520	\$1,162	\$1,532	\$1,584	+ \$62	3.4%

Copyright Royalty Judges
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	6	\$1,532
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		17
Annualization of January 2015 pay raise @ 1%		3
Within-grade increases		5
FERS agency rate adjustment from 11.9% to 13.7%		14
One Extra Day		5
Total, Mandatory Pay and Related Costs	0	44
Price Level Changes		8
Program Increases	0	0
Net Increase/Decrease	0	\$ 52
Total Budget	6	\$1,584
Total Offsetting Collections	0	- 389
Total Appropriation	6	\$1,195

Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$1.584 million for the Copyright Royalty Judges in fiscal 2016, an increase of \$0.052 million, or 3.4 percent, over fiscal 2015, offset by \$0.389 million in offsetting collection authority, for a net appropriation of \$1.195 million. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_CRJ	6	\$ 1,520	6	\$ 1,162	6	\$ 1,532	6	\$ 1,584	0	\$ 52	3.4%
Offsetting Coll.		- 374		0		- 381		- 389		- 8	2.1%
COP_CRJ	6	\$ 1,146	5	\$ 1,162	6	\$ 1,151	6	\$ 1,195	0	\$ 44	3.8%

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 licenses mandated by the Act. The CRJs also adjudicate distribution of certain royalties that licensees deposit with the Copyright Office.

The CRJ Program furthers the Library's strategic goal to "[s]ustain an effective national copyright system." Adjudication of controversies regarding terms and rates of licensing fees and overseeing disputed royalty fee distribution are integral parts of the Copyright Office's program relating to administration of statutory licenses for the use of copyrighted works.

The CRJs conduct evidentiary hearings and issue findings of fact and conclusions of law pertaining to the statutory licenses, including the provisions regarding 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 may publish an opinion regarding the CRJs' resolution of material questions of substantive copyright law if the Register determines the CRJs have made an error of law. The Register's opinion is binding prospectively on the CRJs.

Fiscal 2014 Priority Activities

The CRJs finalized rates for three statutory licenses

(business establishment services' licenses for ephemeral recordings, licenses for mechanical reproductions and digital phonorecord deliveries of musical works, and licenses for webcasters for two license periods); initiated royalty rate proceedings for webcasters and new subscription services; completed proceedings for distribution of cable royalties for 2000-2003; commenced proceedings for distribution of cable royalties for 2004-2009 and for satellite royalties for 1999-2009; and authorized final distribution of royalties in four proceedings and partial distributions from a total of six different funds.

The CRJs became more efficient in case management by setting case calendars at the outset of new proceedings. One member of the staff was on detail to the Copyright Office for six months, and the CRJs filled a temporary position when that staff member decided to make the move permanent. In addition to the regular duties of the position, the new staff member provided much needed courtroom clerk services by handling and processing exhibits for and during a multi-day hearing, thus increasing the CRJs' efficiency in conducting the hearing and in preparing their ruling. The CRJs began drafting revised regulations with an eye toward clarifying procedures that will facilitate settlement of and streamline litigation of disputes.

Fiscal 2015 Priority Activities

The CRJs will conduct proceedings to determine royalty rates for webcasters and new subscription internet services for the 2016-2020 rate period with a view toward completion by the statutory deadline in early fiscal 2016.

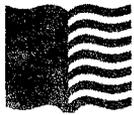
The CRJs will also initiate and manage distribution proceedings for television retransmission royalties deposited between 2010 and 2013 and will finalize distribution proceedings for royalties relating to cable retransmission of television programming and music during the years 2004-2009 and satellite retransmission of television programming and music during the years 1999-2009. The CRJs anticipate publishing notice of a rulemaking relating to improvement of litigation procedures to increase the efficiency of its proceedings.

By statute, the CRJ program operates with minimal staffing. The CRJs, under the leadership of a new panel of appointees, are gradually redefining the duties and workload of existing staff and are exploring and initiating technological innovations to augment human resources. In fiscal 2014, the CRJs received permission to join the Library's pilot program to explore operational efficiencies through the use of the online resource of Microsoft's SharePoint service. The CRJs continue to search for

a secure and functional electronic filing system for the thousands of pages of filings they receive annually from royalty claimants and rate determination litigants. The CRJs will conduct a merit selection process and fill the Attorney-Advisor position currently filled on a temporary basis.

Fiscal 2016 Priority Activities

In Fiscal 2016, the CRJs will initiate proceedings to establish royalty rates and terms for satellite radio and preexisting music subscription services transmitting sound recordings. The rates and terms will apply to licenses for the performance of the sound recordings and the creation of an ephemeral reproduction of the recording to facilitate those performances during the 2018-2022 timeframe. To assure that distribution of royalties proceeds apace, the CRJs will initiate any proceedings that are required to adjudicate royalty distributions.



CONGRESSIONAL RESEARCH SERVICE,

SALARIES AND EXPENSES

Congressional Research Service, Salaries and Expenses Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 70,933	\$ 71,163	\$ 73,580	\$ 75,968	+ \$2,388	3.2%
11.3 Other than full-time permanent	1,200	1,128	1,140	1,167	+ 27	2.4%
11.5 Other personnel compensation	8	6	8	8	0	0.0%
11.5A Staff Awards	512	560	625	640	+ 15	2.4%
12.1 Civilian personnel benefits	19,503	20,043	21,281	23,243	+ 1,962	9.2%
13.0 Benefits for former personnel	15	5	10	10	0	0.0%
Total, Pay	\$ 92,171	\$ 92,905	\$ 96,644	\$101,036	+ \$4,392	4.5%
21.0 Travel & transportation of persons	180	117	117	126	+ 9	7.7%
23.3 Communication, utilities & misc charges	467	457	411	419	+ 8	1.9%
24.0 Printing & reproduction	28	29	40	40	0	0.0%
25.1 Advisory & associate services	625	354	331	587	+ 256	77.3%
25.2 Other services	2,269	2,185	2,049	2,094	+ 45	2.2%
25.3 Other purch of goods & services from gov acc	88	78	90	97	+ 7	7.8%
25.7 Operation & maintenance of equipment	1,580	1,386	1,681	1,869	+ 188	11.2%
26.0 Supplies & materials	3,396	3,469	3,730	3,801	+ 71	1.9%
31.0 Equipment	4,546	4,333	1,852	1,887	+ 35	1.9%
Total, Non-Pay	\$ 13,179	\$ 12,408	\$ 10,301	\$ 10,920	+ \$ 619	6.0%
Total, Congressional Research Service	\$105,350	\$105,313	\$106,945	\$111,956	+ \$5,011	4.7%

Congressional Research Service, Salaries and Expenses
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	651	\$106,945
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 35	0
Total, Non-recurring Costs	- 35	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		1,331
Annualization of January 2015 pay raise @ 1%		246
Within-grade increases		395
FERS agency rate adjustment from 11.9% to 13.7%		1,217
One Extra Day		383
Total, Mandatory Pay and Related Costs	0	3,572
Price Level Changes		352
Program Increases:		
CRS Increased Capacity for Research on Health System Change	6	1,087
Total, Program Increases	6	1,087
Net Increase/Decrease	- 29	\$ 5,011
Total Budget	622	\$111,956
Total Offsetting Collections	0	0
Total Appropriation	622	\$111,956

Fiscal 2016 Program Changes: \$1.087 million

Increased Capacity for Research - Health System Change: \$1.087 million/6 FTEs

In support of the strategic goal to provide authoritative research, analysis, and information to the Congress, CRS requests \$1.087 million to fund six additional FTE with health policy expertise, to expand its current policy portfolio and enable the analysis of an array of large-scale health data files. The fiscal 2016 effort to support the Congress includes increases of six FTEs; \$820,000 for salaries and benefits; \$17,000 for professional training and development; and \$250,000 for external contract support.

2015 will mark the first anniversary of the implementation of insurance coverage expansion provisions of the Affordable Care Act (ACA, P.L. 111-148). This law included multi-faceted policy goals related to health insurance coverage, health care delivery and quality, and health care costs. ACA implementation is occurring in an environment wherein some policymakers are seeking legislative alternatives to the new law – including modifying selected elements, repealing all or parts of it and passing new legislation, or addressing emerging issues under Medicare, Medicaid, and employer-based and private health insurance.

ACA has changed both how health insurance is being financed and how health services are being delivered. One of the major results of the legislation is that the regulatory framework has become more complex. For example, the oversight of the health insurance market resides with at least three different executive agencies: Health and Human Services, the Department of Labor, and the Internal Revenue Service.

In addition, the health care sector itself is becoming increasingly complex. Lines between public and private financing of care as well as the delivery of that care are increasingly difficult to disentangle. For example, private managed care providers play a substantial and increasing role in the Medicaid program, while the states and the federal government pay for Medicaid. The Veteran's Administration's hidden wait lines and the possible spillover of untreated Veterans into the private and Medicare system are other examples of this complexity. In addition to a complex regulatory environment and complex financing and delivery systems, data available for policy support has grown tremendously. For example, private health insurers have formed an institute that pools insurance claims data across private and public

carriers to allow for the large scale analysis of this data. Likewise, the executive branch has provided large files on health care providers participating in Medicare. Increased CRS capacity to analyze this transformation of the health care sector and related increase in health care sector information will facilitate policy discussions by the Congress.

To enhance research capacity on health care policy, funding and FTEs are requested for the following six health policy analyst/attorney positions:

1. Health Care Industry Analyst (GS-14)

Additional capacity is needed to evaluate trends in the key sectors of the health care industry (e.g., hospitals, physicians, and the pharmaceutical industry) and the impact of these service providers and suppliers as drivers of change; other trends in the health care marketplace; and the effects of changes in federal policy on the health care industry overall.

2. Health Care Tax Analyst (GS-14)

The ACA resulted in additional employer reporting requirements, potential tax disincentives (through the exercising of employer tax penalties), and a complex tax structure for employers that offer health-related benefits in the form of pre-tax savings accounts (Health Savings Accounts, Flexible Savings Accounts, etc.). The current relationship between federal tax policies and related rules of accounting and employer behavior is emerging as an important component of understanding the consequences of the ACA.

3. Analyst in Veterans Medical Care (GS-12)

Recent issues with the Veterans health care system have brought additional attention to a policy area that is of ongoing interest to the Congress. A growing diversity of issues, including the increasing size and changing demographics of the veteran population and related implications for health policy and financing and the integration of the Veterans Health System with the other components of the health care marketplace, require that CRS add support in this area.

4. Analyst in Health Delivery and Access (GS-12)

Changing insurance provider networks, a large increase in the number of Americans relying on Medicaid, and changes in the financing of uncompensated care raise important policy questions on how access to providers is changing in the U.S. health care system. Are there emerging trends in the ability of Americans to see primary care physicians or specialists, or to receive particular types of care? Are there patterns of disparity in this access? The health delivery and access analyst will assist in studying these emerging trends.

5. Legislative Attorney in Health Issues (GS-11)

This position will enhance CRS capacity to examine and analyze current and emerging legal issues associated with the implementation of health care laws, including: legislative and administrative responses to the Supreme Court's recent Hobby Lobby decision; implementation of legislative initiatives such as the "risk corridor" program; executive authority to delay implementation of the employer mandate; potential applicability of health care laws to new immigrant categories created as part of proposed immigration reforms; and pending litigation related to health care laws enacted in recent years.

6. Data Methodologist/Health Care Data (GS-14)

The volume of available electronic data covering many different aspects of the health care sector has increased exponentially. Data is being collected that provides key elements of medical records through longitudinal collections of insurance claims records. These expansive data files require new methodologies for analysis. The acquisition and analysis of this data undoubtedly would result in exploratory data

analyses, predictive analytics, and other emerging strategies. This analyst would focus on how to use these approaches in support of Congressional requests and explore the benefits and limitations of these analyses as they are provided to Congressional clients.

In addition to the positions listed above, funding of \$17,000 is requested to cover continual professional development for these individuals, to enable them to stay up to date on research methodologies and findings in their respective disciplines.

External Contract Support

CRS also requires quantitative research support for the analysis of large scale health data, and the current CRS computing environment is not equipped to support the analysis of such large data systems. In order to explore this data, CRS requests ongoing annual contract support of \$250,000, to provide technical and programming support for selected analytical health projects (e.g., the analysis of Medicare Part B provider files; the analysis of Medicare Hospital claims data; the analysis of private health insurer claims data; and the analysis of panel survey data like the Medical Expenditure Panel Survey data). There are a number of research groups in the Washington DC area that have the technical expertise to support this effort. This contract support will help CRS in two distinct ways: to enable the development of data-focused short descriptive reports that would explore changing patterns in the delivery, access, and financing of health services, and to develop more in-depth, legislatively germane analyses. These analyses might rely on large scale health data to analyze emerging issues in the financing and delivery of health care or to develop simulations of alternative policies on financing, coverage, or access issues. It is anticipated that these contract funds would help support three to four data-related projects per year. The specific nature of these analyses would be dependent on Congressional interest and emerging policy issues.

Congressional Research Service

CONGRESSIONAL RESEARCH SERVICE, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$111.956** million for the Congressional Research Service in fiscal 2016, an increase of \$5.011 million, or 4.7 percent, over fiscal 2015. This represents a request of \$3.924 million for fiscal 2016 mandatory pay related and price level increases, and a program change of \$1.087 million and 6 FTEs for Increased Capacity for Research on Health System Change. Also included is a downward adjustment of -35 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
CRS	651	\$105,350	595	\$105,313	651	\$106,945	622	\$111,956	-29	\$5,011	4.7%

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 15,000 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, briefing documents, fact sheets, and shorter blog posts for Congress on relevant policy, procedural, and legal issues. 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 with 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 2014 Priority Activities

CRS continued to tailor its product line and services to the particular needs of its varied clientele. With a goal of increasing timeliness and accessibility of its analysis and information, CRS introduced "Policy Insights" a product

which provides brief analysis on issues developing in the Congress and across the world. This is a companion product to the "Legal Sidebar" and both have been increasingly popular with congressional clients looking for timely and brief legal and policy insights into current issues. CRS has increased its video offerings and will soon begin to provide training to congressional staff through online applications. Information graphics and interactive maps will soon be available on the CRS web site.

Research assistants have been hired to assist analysts and broaden available skill sets. Revised information professional position descriptions also will enable CRS to provide more timely and innovative information management services to CRS staff and congressional clients. These initiatives are part of CRS' restructuring of its workforce to most efficiently meet client demands.

CRS hired a new head of the Programs section and will soon have a new head of its Communications Office. Both offices will play a greater role in client outreach and in ensuring that products and services align with the legislative agenda and client demand. A data metrics team has been formed and will develop plans to leverage existing data on client use of the CRS web site and new products. Based on this information, CRS will explore web-based survey instruments and how best to collect and exploit client metrics with the view to best aligning resources to achieve objectives.

Fiscal 2015 Priority Activities

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 and information products, and the means of

obtaining client feedback will be refined and improved. In particular, CRS will develop a new taxonomy that will improve the display of products on its web site and the search engine. Furthermore, the proliferation of different devices from which congressional clients receive their information and communicate will require that CRS continue to enhance client access to its resources on multiple platforms and devices.

The work of research assistants and digital librarians will be monitored as part of an evaluation of efforts to restructure the CRS workforce. Hiring will continue to focus on analysts, research assistants, and information professionals with broad-based expertise and up-to-date technological knowledge. Analysts will be expected to broaden portfolios and develop collaborative relationships in order to maximize service to Congress within expected budget constraints. More attention will be focused on the visual display of information. Improved graphics, including infographics, will appear in CRS reports, confidential memoranda, and as standalone CRS products.

Outreach efforts will be increased to ensure that clients are aware of the products and services available to them. 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 these challenges by refining its product and service

offerings and collecting metrics to ensure that its offerings are responsive to client needs.

Fiscal 2016 Priority Activities

An expected constrained budget environment will prompt further broadening of the portfolios of analysts and information professionals and assessment of workforce restructuring. Hiring will be focused on the most critical policy areas and on ensuring that analysts have available support and resources that will enable them to address congressional needs efficiently and in a form that aligns with the tools and media most used by clients to obtain the information they need.

Client outreach will be increased by refining program offerings and expanding CRS' communications operation. Client surveys and collection of usage metrics will inform improvements to the CRS web site and to the mix of products and services offered.

CRS will remain abreast of technological developments to maximize the Service's utility to Members and staff. It will continue to collaborate with House and Senate offices involved in serving the technology needs of Members and staff and with Library initiatives that will enhance resources available to congressional offices. For example, more staff training will be offered online, both as video products and interactive modules.



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 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 8,274	\$ 8,085	\$ 9,438	\$ 9,665	+ \$ 227	2.4%
11.3 Other than full-time permanent	350	436	470	481	+ 11	2.3%
11.5 Other personnel compensation	12	6	12	12	0	0.0%
11 5A Staff Awards	25	28	33	34	+ 1	3.0%
12.1 Civilian personnel benefits	2,238	2,286	2,915	3,146	+ 231	7.9%
13.0 Benefits for former personnel	7	7	10	10	0	0.0%
Total, Pay	\$10,906	\$10,848	\$12,878	\$13,348	+ \$ 470	3.6%
21.0 Travel & transportation of persons	268	179	271	276	+ 5	1.8%
22.0 Transportation of things	45	43	47	48	+ 1	2.1%
23.1 Rental payments to GSA	1,959	1,959	2,327	2,371	+ 44	1.9%
23.3 Communication, utilities & misc charges	341	346	352	359	+ 7	2.0%
24.0 Printing & reproduction	1,003	949	1,065	1,085	+ 20	1.9%
25.1 Advisory & associate services	1,288	826	1,188	1,211	+ 23	1.9%
25.2 Other services	5,496	5,385	7,080	7,214	+ 134	1.9%
25.3 Other purch of goods & services from gov acc	68	90	85	87	+ 2	2.4%
25.4 Operation & maintenance of facilities	20	137	163	166	+ 3	1.8%
25.5 Research and Development Contracts	615	94	310	316	+ 6	1.9%
25.7 Operation & maintenance of equipment	36	21	35	35	0	0.0%
25.8 Subsistence and Support of Persons	78	82	128	130	+ 2	1.6%
26.0 Supplies & materials	252	197	234	239	+ 5	2.1%
31.0 Equipment	27,377	27,852	24,085	24,543	+ 458	1.9%
Total, Non-Pay	\$38,844	\$38,160	\$37,370	\$38,080	+ \$ 710	1.9%
Total, BBPH, S&E	\$49,750	\$49,008	\$50,248	\$51,428	+ \$1,180	2.3%

Books for the Blind and Physically Handicapped, Salaries and Expenses
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	128	\$50,248
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 5	0
Total, Non-recurring Costs	- 5	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		175
Annualization of January 2015 pay raise @ 1%		32
Within-grade increases		52
FERS agency rate adjustment from 11.9% to 13.7%		161
One Extra Day		50
Total, Mandatory Pay and Related Costs	0	470
Price Level Changes		710
Program Increases	0	0
Net Increase/Decrease	- 5	\$ 1,180
Total Budget	123	\$51,428
Total Offsetting Collections	0	0
Total Appropriation	123	\$51,428

Books for the Blind and Physically Handicapped

BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of \$51.428 million for the National Library Service for the Blind and Physically Handicapped in fiscal 2016, an increase of \$1.180 million, or 2.3 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases. Also included is a downward adjustment of -5 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
BBPH	128	\$49,750	105	\$49,008	128	\$50,248	123	\$51,428	- 5	\$1,180	2.3%

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 55 regional libraries, 39 sub-regional libraries, and 14 advisory and outreach centers throughout the United States. The network serves an estimated 500,000 individual readers through more than 800,000 reader accounts and circulates more than 23 million books and magazines annually. The NLS staff is comprised of librarians, engineers, technical specialists, and support staff, and includes temporary and intermittent employees in addition to full-time employees.

Fiscal 2014 Priority Activities

NLS used the information gathered in its fiscal 2012 demographic survey to identify individuals, groups, and institutions for further outreach efforts. A public education strategic plan was developed to address the targets with implementation planned for fiscal 2015. NLS contracted for the production of 3,224 new audio titles and 480 braille titles. The conversion of the legacy catalog of analog titles continued with 6,001 titles contracted for conversion. NLS refined the program for cartridge recycling and reuse to improve turnover time

and recovery rates. Development of the design update of the digital talking book player commenced with preliminary work on internal systems. Work continued on making program offerings accessible through a variety of formats, including BARD (Braille and Audio Reading Download) downloads over the Internet and newly developed accessibility on iOS and Android-based tablets and smart phones. NLS completed development of updated data systems which collect information from the network of cooperating libraries and identified additional legacy software systems for upgrades and conversion to modern platforms and technologies. NLS also completed the research of five options for duplication on demand systems to supplement hard-copy distribution of audio and braille materials and incorporated more commercially recorded audio titles and those produced by network library recording studios into the BARD system. NLS began developing specifications for a more usable, refreshable, braille reading format and developed revised specifications for braille certification, formats, and production. NLS completed 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

Using the information gathered from the fiscal 2012 demographic survey, NLS will 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 are to contract for 2,400 new

audio titles and 500 braille titles. The conversion of legacy titles will continue as resources permit. NLS will test, and, if feasible, implement network-library-based duplication on demand strategies for audio and braille materials to supplement traditional circulation. NLS will begin creating specifications and 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. NLS will complete 75 percent of the migration from the Comprehensive Mailing List System and the Blind and Physically Handicapped Inventory Control System to the Patron Information and Machine Management System and will begin exploring upgrades to the Production Information Control System. NLS will investigate the possibility of hosting the BARD application in the cloud. NLS also will evaluate the prospects for a new eBraille format and the production of a refreshable braille device.

Fiscal 2016 Priority Activities

NLS will continue production of audio books and braille books and magazines. NLS will continue conversion of legacy titles to digital format. NLS will complete requirements and specifications for a new generation of talking book machines which will support wireless delivery of materials. NLS will convert the code used in braille production from English Braille American Edition to Unified English Braille for all books and magazines. NLS will continue research on electronic braille formats and eReaders. NLS will complete 100 percent integration of the Patron Information and Machine Management System with network circulation systems. NLS will complete development and implementation of a new, modularized, and efficient Production Information Control System to manage book and magazine production. Based on the results of testing in 2015, NLS will potentially contract for centralized duplication-on-demand center to begin transitioning NLS circulation to a new duplication-on-demand center. NLS will develop version 2.0 of the Android-based BARD mobile app and will continue enhancing the iOS BARD mobile app as needed. NLS will pilot the use of text-to-speech for selected publications.



REIMBURSABLE FUNDS

Reimbursable Funds Summary by Object Class (Dollars in Thousands)

Object Class	Fiscal 2014 Actual Obligations	Fiscal 2015 Base	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
11.1 Full-Time Permanent	\$ 244	\$ 79	\$ 176	+ \$ 97	122.8%
11.3 Other than Full-Time Permanent	83	50	116	+ 66	132.0%
11.5 Other Personnel Compensation	1	47	30	17	- 36.2%
12.1 Civilian Personnel Benefits	59	8	20	+ 12	150.0%
Total Pay	\$ 387	\$ 184	\$ 342	+ \$158	85.9%
21.0 Travel and Transportation of Persons	10	9	0	9	-100.0%
22.0 Transportation of Things	0	2	0	2	-100.0%
23.3 Communication, Utilities, & Misc Charges	2	0	2	+ 2	0.0%
24.0 Printing and Reproduction	1	1	1	0	0.0%
25.1 Advisory and Assistance Services	585	543	634	+ 91	16.8%
25.2 Other Services	383	297	428	+ 129	43.4%
25.3 Other Purch of gds & services from gov acc	518	428	403	23	5.4%
25.4 Operation and Maintenance of Facilities	0	15	0	15	-100.0%
25.7 Operation and Maintenance of Equipment	20	50	21	29	- 58.0%
25.8 Subsistence & Support of Persons	0	4	0	4	-100.0%
26.0 Supplies and Materials	15	15	9	6	- 40.0%
31.0 Equipment	174	719	677	42	5.8%
41.0 Grants, Subsidies, & Contributions	0	235	85	- 150	- 63.8%
Total Non-Pay	\$1,708	\$2,316	\$2,258	- \$ 58	- 2.5%
Total, Obligational Authority	\$2,095	\$2,500	\$2,600	+ \$100	4.0%

**Reimbursable Funds
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Obligational Authority, Fiscal 2015 Base	4	\$2,500
Program/Project/Activity Increases/Decreases	1	100
Net Increases/Decreases	1	100
Total Obligational Authority, Fiscal 2016	5	\$2,600

Overview

Under the authority of the Economy Act (31 U.S.C. 1535-1536) or specific agency authority, the Library of Congress 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 2016, the Library is requesting obligational authority of **\$2.6 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 Justice** – The Library provides for legal research, opinions, and advisory support from the Law Library of Congress.
- **The U.S. Capitol Police and the Architect of the Capitol** – 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 2014 Actual Obligations	Fiscal 2015 Base	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
11.1 Full-Time Permanent	\$ 6,927	\$ 10,407	\$ 9,929	- \$ 478	4.6%
11.3 Other than Full-Time Permanent	279	436	357	79	- 18.1%
11.5 Other Personnel Compensation	309	546	576	+ 30	5.5%
12.1 Civilian Personnel Benefits	2,038	3,240	3,156	- 84	- 2.6%
Total Pay	\$ 9,553	\$ 14,629	\$ 14,018	- \$ 611	- 4.2%
21.0 Travel and Transportation of Persons	58	437	405	32	7.3%
22.0 Transportation of Things	473	535	587	+ 52	9.7%
23.3 Communication, Utilities, & Misc Charges	266	554	552	2	0.4%
24.0 Printing and Reproduction	217	773	782	+ 9	1.2%
25.1 Advisory and Assistance Services	2,292	2,203	3,375	+ 1,172	53.2%
25.2 Other Services	48,977	102,790	90,951	11,839	- 11.5%
25.3 Other Purch of gds & services from gov acc	1,300	3,101	1,614	- 1,487	- 48.0%
25.4 Operation and Maintenance of Facilities	3	0	4	+ 4	4.0%
25.5 Research and Development of Contracts	0	5	5	0	0.0%
25.7 Operation and Maintenance of Equipment	5	209	297	+ 88	42.1%
25.8 Subsistence and Support of Persons	0	2	2	0	0.0%
26.0 Supplies and Materials	949	1,572	1,427	145	9.2%
31.0 Equipment	31,637	73,673	69,290	4,383	5.9%
41.0 Grants, Subsidies, and Contributions	0	1	0	- 1	-100.0%
44.0 Refunds	553	73	106	+ 33	45.2%
94.0 Financial Transfers	0	0	0	0	0.0%
Total Non-Pay	\$86,730	\$185,928	\$169,397	-\$16,531	- 8.9%
Total, Obligational Authority	\$96,283	\$200,557	\$183,415	-\$17,142	- 8.5%

**Revolving Funds
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Obligational Authority, Fiscal 2015 Base	107	\$200,557
Mandatory Pay and Related Costs	0	611
Program/Project/Activity Increases/Decreases	1	- 16,531
Net Increase/Decrease	1	- \$ 17,142
Total Obligational Authority, Fiscal 2016	108	\$183,415

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 2016, total obligational authority of **\$183.415 million** is requested for the Library's revolving fund programs, a net reduction of \$17.142 million over fiscal 2015. This reflects a net decrease of \$611,000 in pay and a net decrease of \$16.525 million in non-pay.

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 **\$6.281 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 \$321,000 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 **\$5,000** 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 **\$2.967 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 **\$2.178 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) event, the Kluge Center Scholarly Programs, Exhibition Opening events, 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 **\$3.886 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 **\$161.556 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 **\$5.964 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 **\$5,000** 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 **\$54,000** 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 **\$157,000** 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 **\$5,000** 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 **\$36,000** for Music Division activities.



LIBRARY OF CONGRESS FISCAL 2016 APPROPRIATION LANGUAGE

A. Administrative Provisions

1. Section 1201 (a) – 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\$ 2,600,000

Revolving Funds\$ 183,415,000

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. 1201. (a) IN GENERAL.—For fiscal year 2016, the obligational authority of the Library of Congress for the activities described in subsection (b) may not exceed \$186,015,000.

(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...\$444,370,000 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 2016 and shall remain available until expended...

Provided further, That the total amount available for obligation shall be reduced by the amount by which collections are less than \$6,350,000...

Provided further, That of the total amount appropriated, \$8,419,000 shall remain available until expended for the digital collections and educational curricula program....

Provided further, That of the total amount appropriated, \$1,300,000 shall remain available until expended for upgrade of the Legislative Branch Financial Management System.

2. The Library of Congress, Copyright Office Salaries and Expenses appropriation language changes:

For necessary expenses of the Copyright Office, \$58,875,000, of which not more than \$30,000,000, to remain available until expended, shall be derived from collections during fiscal year 2016...

Provided further, That not more than \$5,777,000 shall be derived from collections during fiscal year 2016...

Provided further, That the total amount available for obligation shall be reduced by the amount by which collections are less than \$35,777,000...

Provided further, That not more than \$6,500 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)...\$111,956,000...

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), \$51,428,000...



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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 2014, AFC acquired more than 434,166 items comprising 101 new collections and additions to existing collections documenting expressive culture in the United States and around the world. Collection highlights include:

- The Bess Lomax Hawes collection (AFC 2014/008), which contains documentation of the career and personal life of the musician, filmmaker, and teacher who may be best remembered for implementing the Folk Arts Program at the National Endowment for the Arts;
- The Jeff Todd Titon collection, 1968-1990 (AFC 2013/041), which is comprised of Titon’s multi-format ethnographic documentation of religious expression and the blues revival during the 1960s-1990s. His field work has led to numerous publications, including, *Early Downhome Blues* (1977), *Powerhouse for God* (1988), and *Give Me This Mountain* (1989), as well as many recordings;
- The Occupational Folklife Project and Archie Green Fellowships, which brought in extensive ethnographic documentation of American workers. For example, Candacy Taylor, a featured Botkin lecturer this summer, submitted a rich body of work documenting hairdressers and beauty shop culture in the U.S.; and
- The Web Cultures collection, which grew to include 25 web sites documenting communities that have emerged through networked and computer-mediated communication. Sites range from the Urban Dictionary to Know Your Meme.

AFC participated in the National Book Festival and produced or collaborated on 35 public programs including:

- Thirteen concerts in the Homegrown series;

- Nine lectures in the Benjamin Botkin series;
- One event in the new “Open Mic” Series of interviews with folk performers;
- Two one-day symposia focusing on coffeehouses and their importance in the history of American folklore, and the history of the Civil Rights movement;
- Eight Civil Rights History Project events; and
- Two co-sponsored events with outside organizations and divisions.

In fiscal 2014, AFC provided fellowships to 8 individual researchers or research teams. These included Archie Green Fellowships, which are designed to stimulate innovative research projects documenting occupational culture in contemporary America, and which went to four teams. AFC also awarded Gerald E. and Corinne L. Parsons Fund for Ethnography Fellowships, which make the collections of primary ethnographic materials housed anywhere at the Library of Congress available to those in the private sector, to two researchers. Finally, AFC awarded two researchers Henry Reed Fund awards, which support work directly benefiting traditional folk artists.

AFC continued to be a leader in international discussions concerning intangible cultural heritage and traditional knowledge, participating in international policy forums, including advisory discussions with the U.S. Department of State, the Cultural Heritage Expert Group of the World Bank, and the U.S. Permanent Mission to 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 continued connecting collections to users via social media and the Web. In fiscal 2014, AFC’s number of Facebook followers surpassed 13,000. AFC launched its new blog, *Folklife Today*, and produced 93 blog posts about AFC collections, services, and events. AFC had a leadership role in the online presentation, *The Library of Congress Celebrates the Songs of America*, which was launched on February 5, 2014, and which includes more than 92,000 items. AFC events accounted for 39 new webcasts added to the Library’s site in 2014. AFC produced and placed online a series of 7 podcasts and added

17 new web pages, 41 photographs, and 21 pdf documents to its web site.

AFC also continued its work on both the Veterans History Project and the Civil Rights History Project. The latter is a collaborative effort with the Smithsonian Institution's National Museum of African American History and Culture.

Veterans History Project

During fiscal 2014, 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, without acquisitions funding and entirely through voluntary participation. A total of 5,535 collections were received and 4,925 were processed (23,158 items). VHP's processing of submitted materials made collections accessible within four to six months of receipt. The Project was particularly strategic in fiscal 2014 in re-deploying resources to expand the number of digitized collections, thus contributing to the accessibility of information to a growing number of researchers. Through this nimble re-allotment, VHP was able to complement the normal digitization efforts and raise the number of digitized collections to more than 15,000.

Designed to both inspire participation and inform about existing collections, public events, presentations, workshops, and media campaigns helped to gather new participants. VHP leveraged public, media and Congressional attention to the cause around commemorative dates such as the 70th Anniversary of D-day, the 10th anniversary of the World War II Memorial Dedication and Reunion Weekend, and public awareness issue dates such as those around Post Traumatic Stress Disorder and Pride Month. The Project attracted participation from Vietnam and more recent conflict veterans through strategic collaborations with organizations such as the Department of Defense Office of Commemorations and the Vietnam Veterans Memorial Foundation. Efforts also continued to influence participation in educational institutions both secondary and higher. VHP remained focused on assuring the diversity of the collection by encouraging increased participation by African-Americans, Hispanics and Native American/Indians as well as those of varied faiths and LGBT servicemen and women. VHP staff added three new installments to the *Experiencing War* series on the VHP web site, supported 78 researchers through service of 836 collections on a wide variety of subject matter, responded to more than 1,200 public inquiries, and

provided copies of interviews to more than 200 veteran family members.

VHP staff presented or participated in over 55 programs or events with educational institutions, libraries, professional organizations, communities, federal agencies, and veterans groups, U.S. Department of Health and Human Services, U.S. Department of Defense Commemorative Commissions, American Red Cross, Oral History Association, American Veterans Center, College Park Aviation Museum, Korean War Veterans Digital Memorial Foundation, Princess Cruises, National Court Reporters Association, American Library Association, Daughters of the American Revolution, Vietnam Veterans Memorial Foundation, National Hospice & Palliative Care Association, and U.S. Department of Veterans Affairs. Of note were VHP staff presentations to faculty and students at American University, Frederick Community College (Maryland), George Washington University, and Catholic University.

VHP sought out collaborations with other Library of Congress divisions and programming. These included presentations through the Office of Strategic Initiatives' Summer Teacher Institute; Interpretive Programs Office exhibitions; Library Archives Forum; Preservation Directorate; Hispanic Division; the Office of Opportunity, Inclusiveness and Compliance; and the National Book Festival. VHP staff also continued to help staff the American Folklife Center Reading Room.

VHP continued to receive widespread coverage through on air and print media. Accomplishments included a VHP story on BBC America, a VHP Radio Media Tour, *Newsweek* article and numerous local newspapers and TV news reports. Additionally, VHP participated in a very successful Social Media Campaign with the Public Affairs Office this year, commemorating the D-day anniversaries and broadening the impact by leveraging the participation of VHP contributors, such as Presidential Libraries, and radio stations.

Working with more than 150 Congressional offices to help them provide constituent service, VHP provided in-office briefings to Congressional staff, training sessions for volunteers, video teleconferences, and the support of 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 in fiscal 2014 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;
- Placing more than 100 new interviews with Movement participants generated by the Project online at the Library's web site;
- Taking a leadership role in the creation of *The Civil Rights Act of 1964: A Long Struggle for Freedom*, a new teaching resource and part of the Idea Book for Educators series;
- Contributing expertise and materials to the Library's exhibit, *The Civil Rights Act of 1964: A Long Struggle for Freedom*, which featured many of the oral history interviews collected by the project;
- Cataloging more than 12,000 Civil-Rights-related items;
- Digitizing more than 2,000 items in various formats;
- Producing eight public programs (included in the AFC total numbers reported in the last section);
- Writing ten blog and print articles;
- 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; and
- Launching the project web site within the Library's Project One environment: <http://www.loc.gov/collection/civil-rights-history-project/about-this-collection/>.



APPENDIX B: Overseas Offices, Cooperative Acquisitions Program

Overseas Offices, Cooperative Acquisitions Program

The Library of Congress operates overseas field offices in Brazil (Rio de Janeiro), Egypt (Cairo), India (New Delhi), Indonesia (Jakarta), Kenya (Nairobi), and Pakistan (Islamabad). 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). The Library's overseas offices cover 58 African, Asian, 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 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 2014 statistics representing the work of the six offices are as follows:

- Acquired 61,306 books for the Library of Congress;
- Acquired 129,685 books for CAP participants;
- Acquired 180,563 serials and newspaper issues for the Library of Congress;
- Acquired 217,502 serials and newspaper issues for CAP participants; and
- Created or upgraded 52,185 bibliographic records for the Library and CAP participants.

While managed centrally by the Library Services Acquisitions and Bibliographic Access 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 46 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.

Fiscal 2014 started with the field director still on ordered departure from Egypt due to the instable security situation there. He was allowed to return to post in the first week of November. New monographs acquired reached 10,191 titles; serials dropped to 38,806. Cataloging processing statistics increased dramatically for the first time since turmoil in Egypt started in 2011. In fiscal 2014, the office cataloged 2,198 monographs; copy cataloging production spiked to 8,627; minimal level cataloging increased to 2,492 records; whole-book cataloging totaled 1,288 records; and serials cataloging increased to a record 704 titles. The office began contributing Digital Table of Contents to enhance bibliographic records, scanning the table of contents from 143 titles. In addition, the relative improvement of the security situation in Cairo minimized disruptions and closure days at the Embassy. Staff spent a significant amount of time preparing for the Overseas Field Office Replacement System (OFORS) that will replace several legacy systems used by the office. The Cairo Office received its installation of OFORS and began migrating data from the legacy systems.

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, and 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 other U.S. and international libraries through the Cooperative Acquisition Program (CAP), presently acquiring materials for 39 research libraries.

The office acquires newly published books and journals in all subjects and formats, including maps, DVDs, and CDs. In fiscal 2014, the office added electronic resources to the formats it actively acquires and catalogs. Librarians direct the acquisitions effort, using acquisitions 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, Khowar, Gajari, Burushaski, and Kalami. A staff of 24, including its American director, is responsible for all aspects of the office. Commercial publications are supplied by 15 dealers and three bibliographic representatives.

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.

In fiscal 2014, the office provided 55,549 documents to Library and CAP participants and processed 235,934 pages of newspapers from Iran, Pakistan, and Afghanistan for preservation. The office preserved 24 web sites focusing on Afghanistan's presidential elections in a web harvesting project. Considerable effort was made to update and upgrade IT hardware and software in preparation for conversion to a new email service and implementation of OFORS—Overseas Field Office Replacement System software. A smooth transition took place between old and new field directors for the office. The office continues planning and preparations for its move into the new embassy compound in fiscal 2015. The Islamabad Office's quarterly acquisitions lists featured print and non-print titles that represent unique or interesting titles of use to policy makers and scholars.

The office continued to collect born-digital working papers and other monographic works for the Library's research collection and extended PDF coverage to Tajikistan. The office also continued to contribute to the Bibliography of Asian Studies, enabling indexing of 134 scanned issues from 31 serials from Pakistan.

Jakarta, Indonesia, Field Office

The Library of Congress office in Jakarta, Indonesia opened in 1963. The Jakarta office serves as a regional center for the acquisition, cataloging, and reformatting of materials from all of Southeast Asia: Brunei, Burma (Myanmar), Cambodia, Indonesia, Laos, Malaysia, the Philippines, Singapore, Thailand, Timor Leste, and Vietnam. The office acquires resources for 40 research libraries in Asia, Europe, and North America as part of the Southeast Asia Cooperative Acquisitions Program (CAPSEA). In order to ensure the development of coherent research collections for the Library and its participants, the Jakarta Office operates offices in Bangkok, Kuala Lumpur, Manila, and Rangoon (Yangon). The office has forty-eight employees in Jakarta and the sub-offices. The librarians and technicians offer a considerable range of education and expertise.

The librarians acquire and catalog books in Burmese, Cambodian, Cebuano, Chinese, English, Indonesian, Javanese, Lao, Malay, Tagalog, Thai, Vietnamese, and other minority languages.

In fiscal 2014, catalogers created 9,048 records of which 1,777 were in English. The offices enhanced access to monographs by creating digital contents pages for 717 titles.

Although the region is a major source for international business, scientific, and technical information, the knowledge and entertainment industries remain decentralized, with little bibliographic control or organized trade industry. In order to obtain the best in publishing, cinema, and recordings, the office maintains a network of book vendors and bibliographic representatives who assist with the identification and acquisition of new research, government publications, and trade publications. To supplement these acquisitions and ensure the acquisition of non-commercial materials, librarians travel throughout the region acquiring government, think-tank, and NGO – non-government organizations resources, as well as monitor and report on trends in publishing and educational development.

Most government agencies, think tanks, and NGOs publish their working and discussion papers on their web sites in PDF format. The office has integrated the collection and cataloging of this gray literature into its regular workflow. During the fiscal year, the Southeast Asia Regional Office reviewed and added 668 PDF documents and cataloged and added 318 new PDF titles to the Library's collection. By the end of the year, the office was sharing regularly the list of new titles added to the collection. In addition to PDF documents, the office participated in three web projects – Islamists Web sites, Thailand Elections, and Indonesian Elections.

The Jakarta Reformatting Section produced high quality negative microfilm reels for 64 newspaper titles from the region numbering an average of 569 reels per year. During the year, the office digitized 75 titles and a total of 325,038 pages.

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 31 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 3,000 bibliographic records are created per year, more than 2,000 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.

Ongoing work of the Nairobi Office includes serials check-in into the Library's Integrated Library System for all categories except Law; and whole book cataloging in the social sciences and indigenous African languages. In addition, more than 500 electronic news reports from Ethiopia and Kenya and 263 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 21,423 newspaper and gazette issues received and checked in. Some 400,000 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 project, selecting 146 titles for the project.

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 45 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, Diwahi, 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 24 dealers; commercial and non-commercial publications are supplied by seven 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 229 newspapers, 18 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 2014, work continued on the development of the Overseas Field Office Replacement System (OFORS), for managing the overseas offices' acquisitions work. By the end of the fiscal year, user acceptance testing had been completed for OFORS, Phase One, which covers the ordering, receiving, invoicing, and vouchering processes. Phase One implementation in the New Delhi Office began in September 2014.

The New Delhi Office, along with the Cairo Field Office, completed the required functional design documents for development work to begin OFORS, Phase Two. Phase Two will cover the binding and shipping processes.

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, French Guiana, Guyana, Suriname, and Uruguay. The Rio de Janeiro Office acquisitions 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 Office acquires serials and CDs for 39 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 271 serial titles offered include scholarly journals and newspapers in economics, history, culture, and law. The office acquires 163 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. Local library staff members are needed, however, to acquire research material from non-commercial Brazilian sources and 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 39 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	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	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	31	28	38
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	
	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	28 participants	4	11	3	1	11	2
Total	108 participants	45	44	39	32	39	40



APPENDIX C:

Acquisition of Library Materials by Source Fiscal 2010 – Fiscal 2014

Acquisition of Library Materials by Source Fiscal 2010 - Fiscal 2014

Source	Pieces				
	Fiscal 2010	Fiscal 2011	Fiscal 2012	Fiscal 2013	Fiscal 2014
Purchases:					
Appropriated - GENPAC/LAW	888,496	1,883,489	711,363	664,712	634,727
Appropriated Other	27,323	11,485	15,337	311,787	75,627
Gift and Trust Funds	164,202	7,987	8,086	24,855	6,985
Total Purchases	1,080,021	1,902,961	734,786	1,001,354	717,339
Non-Purchases:					
Exchange	126,998	122,954	112,104	95,282	91,710
Government Transfers	322,511	72,982	97,237	65,345	81,976
Gifts	1,005,407	1,556,198	1,918,974	1,053,348	1,657,764
Cataloging in Publication/PCN	113,877	101,942	104,203	105,232	98,310
Copyright Deposits	814,243	706,583	636,430	641,723	700,964
Total Non-Purchases	2,383,036	2,560,659	2,868,948	1,960,930	2,630,724
Total All Acquisitions	3,463,057	4,463,620	3,603,734	2,962,284	3,348,063



APPENDIX D: Library of Congress Mass Deacidification Project Fiscal 2002 – Fiscal 2014

Deacidification is a preservation approach to keep 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 3.6 million volumes (book equivalents) and almost 12 million sheets of manuscript materials from the Library's collections. The Library is therefore ahead of its original 30-year goal to treat 7.5 million volumes during the life of the project, while slightly behind in sheet production. The original 30-year projection of 8.5 million acidic volumes was adjusted to 7.5 million based on a fiscal 2013 survey of the Library's collection. The lower number is a result of less remaining acidic material, less acidic newly acquired material, and more material that is too brittle to be treated.

While the Library initiated a second 5-year contract, effective January 2011, which could ensure saving approximately 1 million volumes and more than 4.7 million sheets of at-risk 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 2013 and 2014. In fiscal 2014, the Library deacidified 240,070 volumes (at Preservation Technologies, L.P.'s 'Bookkeeper' facility in Pennsylvania) and 903,461 manuscript sheets with equipment installed in the James Madison Memorial Building. This was above the annual goal to treat a minimum of 226,400 thousand volumes as negotiated for fiscal 2013 and 2014, and

under the annual minimum requirement to deacidify at least 920,000 sheets of unbound materials.

During fiscal 2015, the Preservation Directorate will exercise the final option year for the current contract, which has been negotiated for reduced levels similar to fiscal 2014. An entirely new contract will need to be developed in fiscal 2015 for significantly reduced levels of treatment in fiscal 2016. 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 IDIQ contract for services that better reflects the needs of the collections. This type of contract instrument will provide the Library with the needed flexibility to address three issues: reduced ability to assess books that are not optimally stored due to continuing shortage of storage space, the reduced number of new receipts on acidic paper, and the lower number of projected volumes needing deacidification. The quantity and types of items selected for treatment will likely change to address more unique materials 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 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 reformatting alternatives.

Deacidification Treatment Fiscal 2002 - Fiscal 2014
(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	240,070	903,461	7,451
Total, Actuals 2002-2014			\$ 70,677
Total, Estimated 2015-2031			\$ 93,500
Total, Actual and Estimated Thirty-Year Mass Deacidification Program Cost			\$164,177



APPENDIX E: National Digital Information Infrastructure and Preservation Program (NDIIPP)

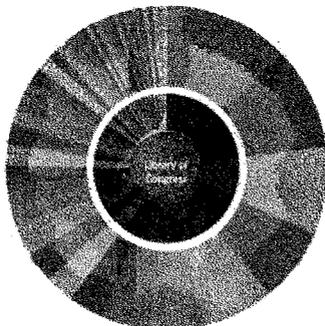
Overview

The Congress established the National Digital Information Infrastructure and Preservation Program (NDIIPP) in 2000 and charged the Library to develop a nationwide strategy to preserve digital materials of high value to the Nation. NDIIPP gives the Library of Congress a unique opportunity to leverage external expertise to analyze and identify emerging high value content created and distributed primarily via the Web, encouraging external research and internal adoption of best digital preservation practices. Over the 15- year history of the program, NDIIPP has worked with Library staff and the broader community on best practices for preserving cultural heritage content continually transformed by technology. Collaborations with content producers, content stewards, and service providers across government, academia, and the private sector have resulted in a number of preservation-related guidelines, tools, and shared services.

NDIIPP collaborations are summarized in the charts below. The first chart summarizes NDIIPP cooperative agreements and grants activity from 2004-2011. The second chart summarizes the NDIIPP national network reach attained over the 15-year history of the program.

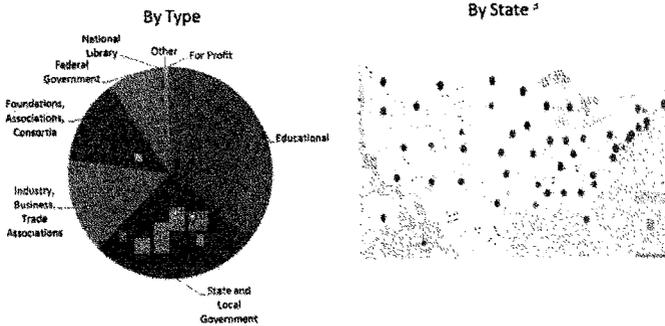
Digital Preservation Best Practices and Applied Research 2004-2011

Cooperative Agreements and Grants



156 Project Participants through Lead-grant recipients

NDIIPP National Network Reach ^{1, 2}



1. Includes DPOE, NDSR, and Cooperative Agreements and Grants.
2. Includes participation in collaborative working groups such as Blue Ribbon Task Force, FADGI, Section 108, and NDSA.
3. All states except West Virginia

Fiscal 2014 Accomplishments

Web Archiving:

In fiscal 2014, the NDIIPP program continued to provide project management and technical support for a growing number of Web Archive collections for Library Services and the Law Library and continued to develop tools and strengthen the infrastructure for the long-term storage and preservation of web archive content. NDIIPP managed 29 active web archive collections. As of end of fiscal 2014, the cumulative web content archived was 582 terabytes (an increase of 107 TB since fiscal 2013) and more than 9.2 billion documents (an increase of more than 1 billion since fiscal 2013). In-house crawling (a total of 7 TB in fiscal 2014) included capture of Library web sites, links cited in Supreme Court opinions for the Law Library, and the capture of format specifications.

Technical Approaches to Digital Storage:

The Library held the 10th annual Designing Storage Architectures for Digital Collections meeting September 22-23, 2014. This meeting is an annual opportunity for invited technical industry experts, IT professionals, digital collections and strategic planning staff, and digital preservation practitioners to discuss the challenges of digital storage and to help inform decision-making in the future. Participants come from government agencies, cultural heritage institutions, and academic and research organizations. The meeting serves as a unique opportunity for the cultural heritage community to interact and share perspectives with storage industry on evolving requirements for new archival media types.

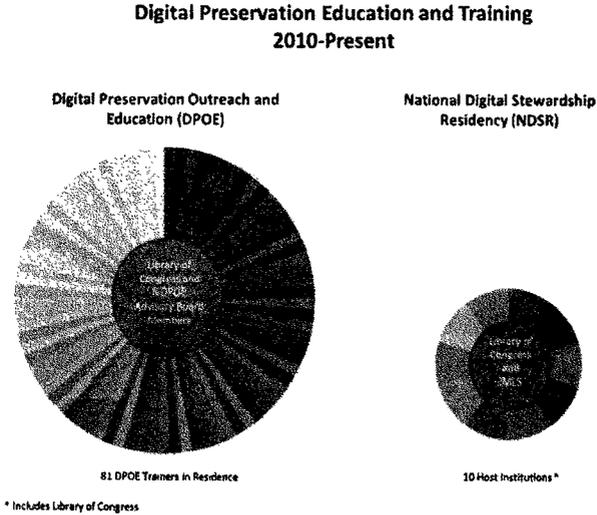
The National Digital Stewardship Residency (NDSR):

Through an interagency agreement with the Institute of Museum and Library Services, NDSR provided an opportunity for institutions with digital asset holdings to host recent graduates to apply their knowledge in a hands-on environment and address challenges related to digital stewardship. The NDSR hosted its first class of ten residents. During the nine-month program, residents worked on digital stewardship projects at a range of hosting institutions, which included the Library, Smithsonian Institution Archive, Public Broadcasting Service, and the World Bank.

Digital Preservation Outreach and Education:

NDIIPP continued to foster education and training about digital preservation on a national scale through support of a network of dedicated trainers across the United States, representing 81 unique institutions in 36 states and the District of Columbia. Outreach efforts included exploring the establishment of regional training centers in Alaska and North Carolina and co-hosting workshops with domestic collaborators in the District of Columbia, Maryland, Virginia, Kansas, and Colorado.

The chart below summarizes the extent of the digital preservation education and outreach collaborations.



NDIIPP maintains *The Signal* blog as a primary communication channel for information about NDIIPP programs, collaborations, events, reports, and developments in the preservation community. In addition, NDIIPP participates in internal Library collaborative efforts to develop and implement institution-wide guidance on the best digital preservation workflows and practices.

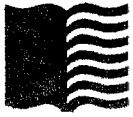
Best Practices and Applied Research Collaborations:

The National Digital Stewardship Alliance (NDSA), focused on the national capacity to preserve digital resources, provides a national forum for initiating collaborations across the public, education, and private sectors. The NDIIPP program assisted NDSA in drafting the "2015 National Agenda for Digital Stewardship" issued in late September 2014, which documented emerging technological trends, gaps in capacity, and key opportunities for research and development for digital stewardship.

Goals for Fiscal 2015 - 2016

Almost 15 years have passed since the original NDIIPP legislation. Although NDIIPP has been managed primarily as an outward facing program, the Library has identified the need to re-examine NDIIPP in the broader context of all of the Library's preservation programs. We will examine the relationship of NDIIPP to other Library preservation activities and programs in order to formulate a cohesive, Library-wide approach to collecting and preserving digital materials important to the Library and the nation. We will set the program goals in the context of all Library of Congress preservation mandates, as well as re-energize efforts to collect and preserve high value digital content, as mandated in the original legislation.

NDIIPP will continue to host meetings and invite leaders and experts from business and academia to discuss shared challenges and opportunities for digital preservation. More importantly, the meetings will serve as forums to explore potential new collaborations for the mutual benefit of the Library and its strategic partners. Over its 15-year history, NDIIPP has explored numerous funded and unfunded collaborative models that extended the NDIIPP network reach. Lessons learned from these formal and informal collaborations to date will inform the collaborations moving forward, so that tangible, mutually beneficial outcomes can be achieved with available resources.



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.

Curriculum standards across the country 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 effectively to do so.

Professional Development

In fiscal year 2014, education resource specialists at the Library of Congress and TPS Consortium partners in other institutions and organizations across the country provided a wide variety of professional development opportunities for educators. Through workshops, institutes, conferences, and webinars, TPS efforts served thousands of teachers nationwide.

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 content. The regional program supported dissemination of TPS to 203 organizations that reached teachers in 50 states and the District of Columbia.

TPS Consortium members conducted 903 professional development events in fiscal 2014 for 22,549 teachers from 336 congressional districts representing 46 states, the District of Columbia, and the U.S. Virgin Islands.

In the second quarter of fiscal 2014, the TPS Teachers Network beta site, a professional networking site for educators interested in using Library of Congress primary sources more effectively in their classrooms, officially launched. By the end of the fiscal year, more than 1,200 educators were actively using the site.

Educational Outreach Staff

Educational outreach staff members at the Library conducted 22 professional development events in fiscal 2014, serving 647 educators from 183 congressional districts, representing 49 states, the District of Columbia, and American Samoa. In addition, the program continued its collaboration with *PBS Teacherline*, a provider of high quality online professional development, and reached 90 teachers nationally through a 45-hour online course entitled *Teaching with Primary Sources from the Library of Congress*.

The Summer Teacher Institutes

In fiscal year 2014, TPS staff offered five, five-day 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, 136 were selected and completed the Institute requirements. The 136 were from 33 states representing 104 Congressional districts.

As part of the summer institutes, Library staff offered the first ever *Seminar for Science Educators*. Participants included K-12 science teachers in a variety of subject areas, including some library media specialists. Also, in conjunction with the Library's exhibit on the Civil Rights Act of 1964, staff offered a *Civil Rights Institute* which focused on related collections. This workshop was attended by 31 educators including two from Hartford, Connecticut sponsored by the Newman's Own Foundation.

During the summer institutes, the Library of Congress Open House that was added to the agenda in fiscal 2013 again was included, 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. Finally, the TPS Teachers Network was incorporated into the Institutes, giving the program a tool for collaboration and sharing 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 great

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 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 staff sought to improve its outreach to science teachers. The Library presented sessions and exhibited at National Council of Teachers of English and National Council for the Social Studies; exhibited at the Teaching and Learning Conference; presented at the National Council for History Education conference; and attended the National Science Teachers Association (NSTA) conference. In addition, staff presented at the annual conference of the Society of American Archivists on a panel focused on educational outreach to the K-12 community.

Teacher Tools and Digital Initiatives

In late fiscal 2013, the TPS team launched a Twitter account for the Library's K-12 audience which allows the Library not only to promote its materials and programs to the nation's teachers, students, and administrators, but also to develop original teaching activities for the medium. By the end of fiscal 2014, the account acquired more than 5,000 new followers, including teachers, librarians, authors, educational organizations and thought leaders, and Members of Congress.

The Library's blog for teachers, *Teaching with the Library of Congress*, published 106 posts. The blog promotes practical strategies for the effective use of the Library's online collections and spotlighted items from the collections that are especially well suited for classroom use.

Educational Outreach continued to build Library-centered teacher resources, publishing two new primary source sets and a set of resources for the 50,000 participants in National History Day. Staff also worked with HISTORY on the publication of a special edition *Idea Book for Educators*, related to the Civil Rights Act of 1964.

TPS forged a new partnership with the NSTA, and in September began publishing a new feature entitled *Right to the Source* in the NSTA journal, *The Science Teacher*.

The Library's site for teachers, LOC.gov/teachers, increased its readership by more than 15 percent over fiscal 2013, with more than 10 million views for the year.

In addition, Educational Outreach addressed the needs of the growing tablet-based educational community by launching a set of six free educational e-books, the Student Discovery Sets. These interactive e-books allow students to draw on, analyze, and explore primary sources from the Library's collections. In the first four days of their availability, they were downloaded more than 2,000 times.

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 metropolitan area.

National Book Festival

TPS was responsible for the Library of Congress Education Center with colleagues from the Young Readers Center at this year's National Book Festival. The Center featured hands-on activities with facsimiles of primary sources from the Library's collections and demonstrations of the Library's Teachers Page web site.

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 2014 Teacher in Residence made significant contributions to professional development efforts focusing on using primary sources to guide research, authoring or co-authoring several articles for education publications and partnering with the Library's Center for the Book on multiple initiatives. She delivered professional development days in her home school district to pairs of librarians and teachers, serving 65 educators over two full-day events.

Future Program Growth and Development

TPS will continue to 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 a topic of discussion.

The program's primary goals fall into three categories:

Educator Programs and Professional Development

- Increase the diversity of program (both in terms of participants and content), to reach a larger audience;
- Increase alignment of program areas and approaches; and
- Increase collaboration with colleagues from across the Library.

Educational Resources and Materials

- Increase awareness, use, and sharing of all Library of Congress 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), and English Language Learning (ELL);
- Develop mobile and other non-web products to increase awareness among this visible and influential audience;

- Specifically, we will increase competitive opportunities for developing online interactives and applications for classrooms use on Congress and civic participation; and
- Coordinate the visibility of all Library of Congress teacher and student resources.

TPS Consortium and Regional Program

- Increase the post-funding/professional development involvement of TPS regional grantees and alumni teachers, from across Educational Outreach programs;
- Increase the cadre of TPS teachers who formally support their colleagues' use of the Library's primary sources (TPS coaches); and
- Evaluate TPS Consortium members based on standard measures of performance.

Continue to build and share a collective understanding among TPS Consortium and Educational Outreach staff members of effective practices for using primary sources to support student learning.



APPENDIX G:

Copyright Office Records Digitization Project Report of Accomplishments Fiscal 2014

Preservation

As of September 30, 2014, the Copyright Office had scanned, performed quality assurance review, and migrated to long-term managed storage, 35.860 million assignments and registration cards representing approximately 99.94 percent of the content of the Copyright Card Catalog. Digitization of the remaining 0.06 percent, about 18,000 records that were very fragile and required special care, was completed in December 2014.

When the project began in 2010, there was no backup copy for an estimated 78 percent of the cards. That number now has been reduced to zero. The project's preservation goals have been met.

Public Access

As scanning proceeded, the Office actively engaged in studying the feasibility and cost of capturing data from the imaged cards and making the information publicly available online. In fiscal 2014, the Office initiated a contract to process a subset of the most recent records (1971-1977) utilizing recent advances in Optical Character Recognition (OCR) software. The

new software produces a high-level of reading accuracy. The Office is doing quality control to perfect the OCR records and anticipates integrating the records directly into the existing Copyright Office's records system beginning in fiscal 2015. This will allow searches conducted using existing searching parameters to return additional historical records.

The Copyright Office also is in contact with universities, including Brigham Young, University of Illinois, University of Maryland, and University of Massachusetts, and other federal government agencies, including the National Archives and Records Administration, the United States Postal Service, and the National Academy of Science, to determine the state of the art practices for handwritten character recognition. Approximately 400,000 of the 35.8 million cards are handwritten and cannot be computer interpreted using existing OCR technologies. Through work with a consortium of universities and federal government agencies, the Copyright Office is hopeful that handwritten records may be computer interpreted to reduce the key-entry costs associated with incorporating the records into the Copyright database.



APPENDIX H:

Copyright Office - Estimated Value of Materials Transferred to the Library in Fiscal 2014

Copyright Office, Salaries and Expenses

Estimated Value of Materials Transferred to the Library of Congress in Fiscal 2014 (Dollars in Thousands)

Category of Work	Registered Works Transferred	Non-Registered Works Transferred	Total Works Transferred	Average Unit Price	Value of Works Transferred
Books¹	179,272	98,433	277,705		\$14,210,443
Book - hardbound	84,648	22,131	106,779	\$94.09	[10,046,836]
Book - softbound	74,107	14,571	88,678	41.49	[3,679,250]
e-books (Pro Quest)	20,517	61,182	81,699	5.15	[420,750]
e-books (special relief)	0	549	549	115.86	[63,607]
Serials	70,105	282,766	352,871		11,234,246
Periodicals ^{2,3}	70,098	233,995	304,093	49.76	[10,592,167]
Newspapers ²	7	46,080	46,087	1.50	[48,391]
eSerials	0	2,691	2,691	220.62	[593,688]
Microforms	2,441	23,029	25,470		1,078,366
Microfilm	2,441	3,755	6,196	150.00	[939,400]
Microfiche	0	19,274	19,274	7.21	[138,966]
Motion Pictures	9,088	48	9,131		4,452,815
Film - 35 mm/70 mm/IMAX	274	0	274	12,641.00	[3,463,634]
Film - 16 mm	2	0	2	1,500.00	[3,000]
Videotape	8,810	45	8,855	111.37	[986,181]
CD/DVDs	29,307	1,828	31,136		778,375
Printed Music	2,317	929	3,246		193,949
Maps	737	61	798		37,251
Prints, Posters, Photographs, and Works of Art	590	18	608		23,074
Total	293,855	407,109	700,964		\$32,008,519

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 2011 – Fiscal 2016
(Dollars in Thousands)

Authority/Obligations	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Estimate	2016 Estimate
Receipt Authority:						
Offsetting collections	\$27,359	\$26,797	\$27,721	\$26,916	\$27,971	\$30,000
Royalties credited to Licensing appropriation from Cable, Satellite, and DART	5,266	5,109	5,099	4,842	5,230	5,388
Royalties credited to CRJ appropriation from Cable, Satellite, and DART	137	375	374	98	381	389
Estimated value of materials transferred to the Library	31,060	30,453	29,433	31,999	30,000	30,000
Total Receipt Authority	\$63,822	\$62,734	\$62,627	\$63,855	\$63,582	\$65,777
Obligations:						
Pay	\$43,436	\$40,933	\$38,808	\$40,034	\$42,935	\$47,229
Other Obligations	9,013	9,553	10,576	9,920	11,368	11,646
Total Obligations	\$52,449	\$50,486	\$49,384	\$49,954	\$54,303	\$58,875
RATIO of Receipt Authority to Obligations	122%	124%	127%	128%	117%	112%



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 (TJB); James Madison Memorial Building (JMMB); John Adams Building (JAB); the LOC Special Facilities Center, which includes the Little Scholars child development center; the Congressional campus at Ft. Meade, Maryland; and the National Audio-Visual Conservation Center located in Culpeper, Virginia.

Fiscal 2016 Budget Request

AOC is requesting \$65.801 million in fiscal 2016 for the LB&G account. This reflects an increase of \$23.621 million from the fiscal 2015 enacted base of \$42.180 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:

\$25.512 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:

\$40.289 million

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 emergencies, the Members, Committees, and other Architect of the Capitol clients.

Projects include the following:

North Exit Stair B, Phase II, TJB

[\$15.308 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 citation covers a requirement for increased exiting capacity, as well as smoke control stairwell pressurizations. In the event of fire or other emergencies, the current conditions create an unsafe environment for building occupants due to lack of egress exits from the Thomas Jefferson Building and stacks. The project includes correction of common paths of travel violations to ensure occupants can exit in a rapid manner, construction of a new self-supporting masonry exit stair, and construction of new fire-rated exit passageways.

East and West Main Pavilion Roof Replacement, TJB**[\$6.119 million]**

The installation of the copper roof in 1998 was done with lower than acceptable quality standards. The East Main Pavilion roof almost immediately required an ad hoc and expensive fix, which has an approximate 10 year life span, the end of which is already past. As a result, portions of the roof system are now failing, allowing water to enter the building. Significant leaks at the West Main Pavilion and East Main Pavilion have been particularly reported. The flat seam areas at the west side of the West Main Pavilion have been particularly problematic, since interior space limitations prevented the installation of additional drains. In 2007, a blocked drain in the northwest corner of the Pavilion allowed major water penetration from a storm event. This project implements design documents prepared with roof repair recommendations from a July 2010 study and includes replacing the copper roof with proper detailing, removal and reinstallation of the stone balustrades for flashing replacement, and replacement of the deteriorated skylight system with a new energy efficient skylight installation.

Direct Digital Controls Upgrade, Phase III, JMMB**[\$4.321 million]**

This is the third phase of a three-phase program designed to convert a total of 30 JMMB air handlers to digital controls. This project replaces antiquated pneumatic controls on 13 James Madison Memorial Building (JMMB) air handling units with new direct digital controls and includes new valves, dampers, actuators, sensors, control wiring and programming; new controls integrated into the Building Automation System for centralized control, monitoring, energy management, and operational trending.

Elevator Modernization, JMMB MC1-MC4; JAB 13-14**[\$3.916 million]**

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 increasing causing passengers to be trapped in the elevators. Project includes upgrades to the elevator controls to bring up to life-safety standards, and upgrades to the mechanical/electrical room to provide improved ventilation.

Emergency Lighting System Upgrade, JAB**[\$3.331 million]**

The existing emergency lighting systems throughout the Library of Congress buildings are not in compliance with current building and life safety code requirements. There are numerous exit signs that are not connected to emergency power, and in some cases, are non-existent. Several utility and machine rooms lack emergency lighting, and major egress routes and adjacent tunnels lack adequate light levels for proper egress. A study of the emergency lighting system in the John Adams Building revealed that the existing system does not meet current life safety codes and confirmed that approximately 70 percent to 75 percent of the building has inadequate or non-existent emergency lighting with the majority of these areas located in public spaces. The project includes installation of code compliant emergency lighting, installation of new emergency circuits and modification to power systems, and modification of panel boards and branch circuits.

Collection Storage Modules 6 & 7, Ft. Meade, LOC**[\$1.994 million]**

The book storage facility complex at Ft. Meade, Maryland accommodates the Library's expanding collections of books, manuscripts, prints, maps, cultural and other copyrighted materials. Modules 6 & 7 are next in a series of planned storage modules to be designed and built at Ft. Meade per the Capitol Complex Master Plan. The Library of Congress needs additional space to new published and unpublished materials. Without additional off-site storage, and as collections in all formats grow, the current situation continues to deteriorate, exacerbating the already dangerous conditions with regard to life-safety, research, and preservation. This project is required to provide a permanent solution in alleviating current collections space shortages on Capitol Hill, as well as to allow for the fulfillment of the Library's historic mission to sustain and preserve a universal collection of cultural knowledge and creativity for future generations. This project provides design documents for the building infrastructure, site preparation, foundations, building superstructure including security systems, collection storage shelving, integrated fire safety systems, and dedicated Heating Ventilation and Air Conditioning (HVAC) systems for permanent long term collection storage.

South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB **[\$1.350 million]**

This project is a prerequisite for the construction of Thomas Jefferson Building South Egress Stair E to proceed. 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 includes providing additional shelving, and additional structural support attached to the existing building structure required to support the new shelving loads.

Roof Repairs Design, TJB **[\$0.887 million]**

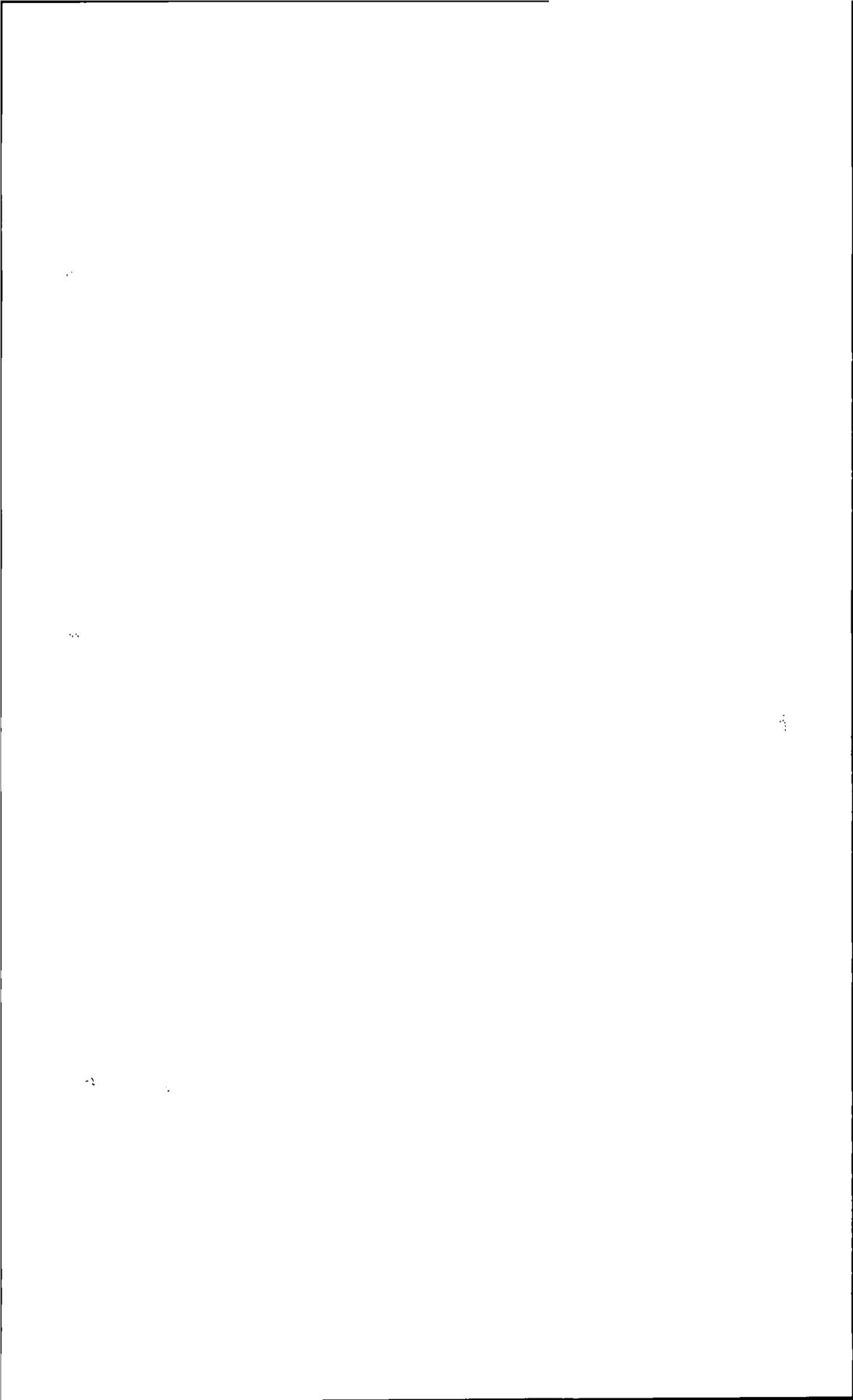
The existing coper roof of the Thomas Jefferson Building was replaced during the last repair and renewal project in 1998; however, due to budget constraints, flashing and other sections of the original roof were not fully replaced. As a result, these conditions are now failing, allowing water to enter the building and presenting a safety hazard. A study completed in July 2010, identified the conditions that allow water to penetrate the exterior enclosure and also identified specific roofing installations that do not meet current copper roofing standards. This project includes a complete set of construction documents that merge the roof repair recommendations from the July 2010 study, lightning protection system requirements and coordination with the newly installed roof fall protection systems on the Thomas Jefferson Building roof.

Fire Alarm and Audibility Upgrade, JMMB **[\$0.563 million]**

The present voice paging and evacuation system does not meet current requirements of the building code, National Fire Protection Association 101 and 72, and AOC Design Standards. The existing voice paging and evacuation portion of the building's fire protection system has exceeded its useful life and necessary replacement parts and components required to maintain the system are no longer manufactured. As a result, an updated intelligible voice evacuation system is required in order to provide reliable partial or building wide notification utilizing clear direction and information to the building occupants during an emergency. The unique mission of the Capitol Hill campus combined with the architecture and hardware messaging system can provide. This project focuses on design and functionality concerns of a new voice paging, evacuation, and messaging system, and includes a new messaging and evacuation control panel, distributed amplification, automated messages, secondary power sources, wiring, speakers, and any additional components necessary for installation.

Minor Construction **[\$2.500 million]**

Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the LB&G appropriation.



Budget Justification

Fiscal Year 2016

U.S. GOVERNMENT PUBLISHING OFFICE
Keeping America Informed | OFFICIAL | DIGITAL | SECURE

732 North Capitol Street, NW, Washington, DC 20401
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DAVITA VANCE-COOKS
Director of the U.S. Government Publishing Office



January 28, 2015

The Honorable Tom Graves
Chairman
Subcommittee on Legislative Branch Appropriations
Committee on Appropriations
U.S. House of Representatives
Washington, DC 20515

The Honorable Shelley Moore Capito
Chairwoman
Subcommittee on Legislative Branch Appropriations
Committee on Appropriations
U.S. Senate
Washington, DC 20510

Dear Chairman Graves and Chairwoman Capito:

I have the honor to transmit herewith the appropriations request of the U.S. Government Publishing Office (GPO) for FY 2016.

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 to Congress in January 2013 by the National Academy of Public Administration regarding GPO's transition to a digital future. In recognition of this transformation, in 2014 Congress approved and the President signed into law (P.L. 113-235) a provision redesignating GPO as the Government *Publishing* Office

In FY 2016 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 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 We are requesting funding for the Congressional Publishing Appropriation and the Public Information Programs of the Superintendent of Documents, also renamed by P.L.113-235. These two accounts 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 information dissemination 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 Operations Revolving Fund, which is authorized through the annual Legislative Branch Appropriations bill. Our request also includes funding for specified projects under the Revolving Fund.

We are requesting a total of \$120,000,000 for FY 2016, which is essentially flat compared to the level of funding, \$119,993,000, approved for FY 2015 in P.L. 113-235. Continuing overhead cost-cutting actions undertaken since FY 2011, in addition to a buyout successfully conducted in the first quarter of FY 2015 that reduced GPO's workforce by 103 positions, have helped make this flat funding request possible. Additionally, with the approval of the House and Senate appropriations committees, each year we have transferred any unspent prior year balances from our appropriations to GPO's Business Operations Revolving Fund, where they are available for the uses for which they were originally appropriated. These funds have also made it possible for us to reduce the need for new funding.

Our FY 2016 request will enable us to:

- meet projected requirements for GPO's congressional publishing;
- fund the operation of the public information programs of the Superintendent of Documents; and
- develop information technology and perform facilities maintenance and repair.

Congressional Publishing Appropriation We are requesting \$79,736,000 for this account, the same level approved for FY 2015 in P.L. 113-235. Unspent prior year balances from this account that have been transferred to GPO's business operations revolving fund are available for the purposes for which they were originally appropriated for FY 2015 and FY 2016.

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 Publishing 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 publishing requirements. These requirements are used as the basis of the budget presentation for this account.

For FY 2016, we estimate that total congressional publishing requirements will be \$85,750,000, using projections based on prior year data. We plan to use \$6,014,000 that is available in unexpended prior funds to offset part of these requirements, resulting in our request for \$79,736,000 in new funding. Additionally, we plan to set aside \$7,478,000 in transferred unspent prior year funds to finance the continuing development of our Composition System Replacement project, which will implement an XML-based composition system in place of our 30-year old Microcomp system. This year, we plan to request approval for the transfer of approximately \$540,000 in unspent prior year funds to our business operation revolving fund, to help cover future congressional publishing requirements.

The estimated requirements for FY 2016 include a projected price level increase of \$1,881,000, primarily to cover employee pay increases equivalent with those paid government-wide. Additionally, there is a \$1,200,000 increase to cover anticipated volume requirements as derived from historical data, principally for the *Congressional Record*, calendars, and hearings. Partially offsetting these increases are volume decreases projected primarily for documents, bills, and committee prints.

Public Information Programs of the Superintendent of Documents We are requesting \$30,500,000 for this account, representing a decrease of \$1,000,000 or 3.2% from the amount approved for FY 2015 in P.L. 113-235. As with our Congressional Publishing Appropriation, unspent prior year balances from this account that have been transferred to GPO's business operations revolving fund are available for the purposes for which they were originally appropriated for FY 2016. 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.

The funding we are requesting for FY 2016 will cover mandatory pay and related cost increases of \$342,000. Merit and other pay increases are included for 94 FTE's, the same as for FY 2015. In addition, the requested funding covers projected price level increases of \$175,000, including ongoing systems maintenance and operating expenses.

Unspent prior year appropriations balances that have been transferred with the approval of the Appropriations Committees to our Business Operations Revolving Fund, totaling \$1,517,000 will be used to fund the continuation of cataloging and indexing efforts to harvest and catalog historical publication for digital preservation. In 2015, we plan to request approval for the transfer of an additional \$6,000,000 in unspent prior year funds to support GPO's efforts to expand and develop new digital content and maintain the integrity of our Federal Digital System (FDsys, at www.gpo.gov) as a trusted digital repository.



Business Operations Revolving Fund We are requesting \$9,764,000 for this account, to remain available until expended, for information technology projects and necessary facilities projects. This compares with \$8,757,000 that has been appropriated for FY 2015.

Information Technology Projects — \$5,532,000

FDsys Projects — \$4,000,000

- **General Development (\$3,050,000)** — Development of new FDsys features to support identified needs of key stakeholders, including developing new content collections, increasing content in existing collections, enhancing the accessibility of content, and increasing the discoverability of information in FDsys.
- **NextGen FDsys Public Website (\$450,000)** — Completion of development and launch of FDsys NextGen to support a responsive user interface, search engine replacement, publication linking, user interface improvements, and content curation.
- **Certification of FDsys as a Trustworthy Digital Repository (\$250,000)** — Development to support the certification of the FDsys Preservation Repository as a Trustworthy Digital Repository.
- **FDsys Infrastructure (\$250,000)** — Infrastructure for the hardware, storage, and infrastructure environments to manage system performance as FDsys content and usage continues to grow, including support for GPO efforts to migrate FDsys infrastructure components to the Cloud.

Enterprise System Upgrades — \$1,532,000

- **Core Router/Switch Replacements (\$400,000)** — Replacement and upgrade for segments of GPO's existing core routing infrastructure that have reached end of life.
- **Itanium Servers (\$400,000)** — Replacement and upgrade of the servers that support GPO's publishing and printing capabilities.
- **Enterprise Storage (\$300,000)** — Infrastructure funding is necessary to ensure that GPO's IT storage capacity continues to grow to support the agency's application and data storage requirements.
- **Data Communications Equipment (\$232,000)** — Replacement and upgrade of core communications equipment that has reached end of life.
- **Web Filtering (\$200,000)** — Replacement and upgrade of the Web filtering equipment that protects GPO users from accessing malicious and/or inappropriate Internet sites.

Facilities Projects — \$4,232,000

- **Upgrade Electrical Substation (\$3,500,000)** — There is only one 480V substation in all of GPO's Buildings A, B and C. New, more efficient equipment is 480V by standard (including elevators as well as production equipment). Without upgrading our substation, we risk running out of power to produce essential work for Congress and Federal agencies.

DAVITA VANCE-COOKS
Director of the U.S. Government Publishing Office



- **Structural Evaluations and Remedy Actions (\$400,000)** — We have areas of concrete floors that are degrading to the point where they may fail. This funding is to continue a third party structural analysis and for ongoing repairs on the areas in the worst shape.
- **Roof Replacement (\$332,000)** — This represents the remaining phase of our multi-year roof upgrade to improve energy efficiency and reduce the potential for damage and health and safety concerns that can result from leaks in areas that are currently compromised.

Chairman Graves and Chairwoman Capito, we look forward to working with you and your Subcommittees in your consideration of our appropriations request for FY 2016.

Sincerely,

A handwritten signature in cursive script that reads "Davita Vance-Cooks".

DAVITA VANCE-COOKS
Director

Enclosure

cc: The Honorable Debbie Wasserman Schultz
Ranking Member
House Subcommittee on Legislative Branch Appropriations

The Honorable Brian Schatz
Ranking Member
Senate Subcommittee on Legislative Branch Appropriations

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Executive Summary and Results of FY 2014 Operations

The Government Publishing 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. Congress and the President recognized this change in our operations in the Consolidated and Continuing Appropriations Act of FY 2015 (P.L. 113-235), which contains a provision redesignating GPO's official name as the Government *Publishing* Office. GPO currently employs about 1,700 workers.

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 more than 1 million Federal titles available online from both GPO and links to servers in other agencies. In 2014 FDsys averaged 38.1 million retrievals per month, with a spike up to 47.5 million during the Government shutdown of October 2013. 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 Facebook <http://www.facebook.com/USGPO>, Twitter twitter.com/USGPO, YouTube <http://www.youtube.com/user/gpoprinter>, and 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. These documents include 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 as well as 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 2016 and the years ahead, GPO will continue to develop an integrated, diversified product and services portfolio that focuses primarily 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 is declining and 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. Tangible printing at GPO is declining while 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 took delivery of a new zero make-ready press to support congressional and Federal agency publishing requirements, which will replace two aging presses that have been in place since 1979. We are continually reviewing product and equipment options to ensure that our publishing activities are conducted 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. It is 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.

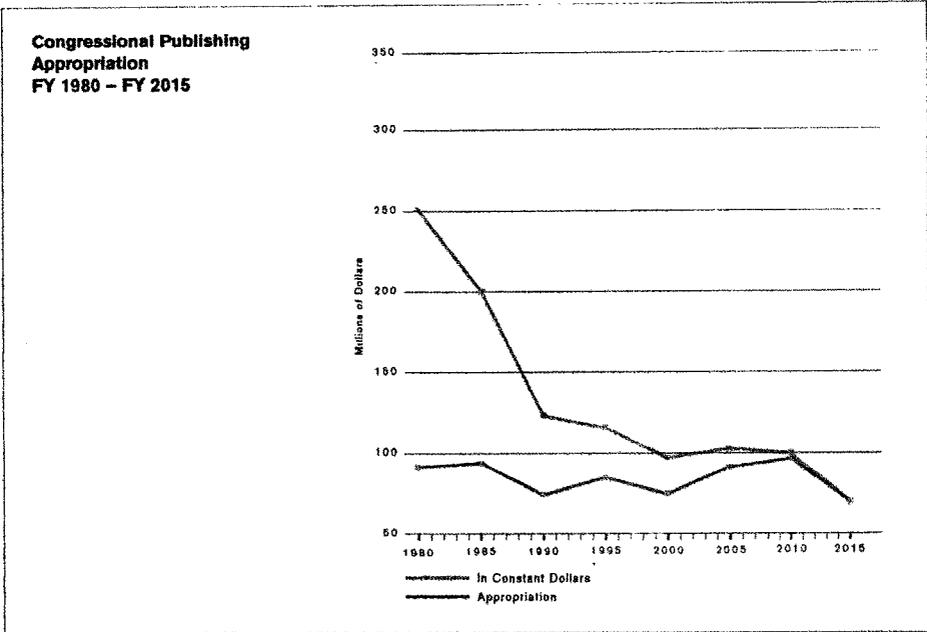
GPO and Congress

For the Clerk of the House, the Secretary of the Senate, and the committees of the House and the Senate, GPO publishes the documents and publications required by the legislative and oversight processes of Congress in digital and tangible formats. 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 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.

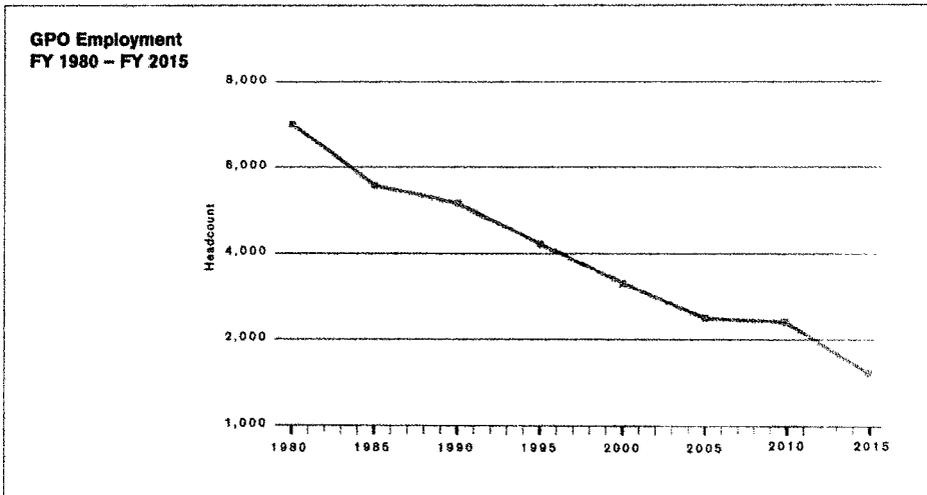
Today the activities associated with creating congressional information databases comprise the majority of the work funded by our annual Congressional Publishing Appropriation (formerly known as the Congressional Printing and Binding Appropriation). Our advanced digital authentication system, supported by public key infrastructure (PKI), is an essential component for assuring the digital security of congressional publications. The databases we build are made available for providing access to congressional publications in digital formats as well as their production in tangible formats.

GPO's congressional information databases also form the building blocks of other information systems supporting Congress. For example, they are provided directly to the Library of Congress to support its Congress.gov system as well as the legislative information systems the Library makes available to House and Senate offices. We work with the Library to prepare summaries and status information for House and Senate bills in XML bulk data format. We are also collaborating with the Library on the digitization of historical printed documents, such as the *Congressional Record*, 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 1,695 employees on board, representing a reduction of 4,755, or more than 70%. This is the smallest GPO workforce of any time in the past century.



Highlights of FY 2014 Congressional Work In 2014, essential staff from GPO remained on duty during the Government shutdown in October 2013 to meet the publishing requirements of Congress throughout the shutdown period without any interruption or reduction in service. During the year, we published the *Congressional Directory for the 113th Congress* under the direction of the Joint Committee on Printing, and late in the year we released the *New Member Pictorial Directory* for the 114th Congress as prepared by the Committee on House Administration. We also worked with the Office of the Clerk of the House to prepare an eBook version of *Hispanic Americans in Congress 1822-2012*.

At the direction of the House Appropriations Committee, and in support of the House's task force on bulk data, in 2014 we began work with the Library of Congress to make House bill status information prepared by the Congressional Research Service available in XML bulk data format. Late in the year our work in making legislative information available in XML bulk data format was expanded to include Senate bills, at the request of the Secretary of the Senate.

GPO is a regular participant and presenter at the House Legislative Data and Transparency Conference, along with staff from other legislative branch agencies, data users, and transparency advocates.

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, members of the public who cross our borders frequently, 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 three years we have made the *Budget of the U.S. Government* available as a mobile app.

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 tangible formats.

Since 1926 GPO has been responsible for producing the U.S. passports for the Department of State. 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 – that we produce in Washington, DC, as well as a secure remote facility in Mississippi – is now the most secure identification credential obtainable. In 2014, we made changes to our facilities to begin installing equipment that will be used to produce the next generation passport.

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).

We anticipated that the sequester implemented during 2013 would impact 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. GPO was able to continue its support of Federal agency publishing and information product requirements without any interruption or reduction in service. During the October 2013 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 provided public access via FDsys to health and safety regulatory information issued by the Office of the Federal Register during the shutdown.

During 2014, GPO reported positive results on a customer satisfaction survey of approximately 500 Federal agencies. The survey focused on GPO's products, services, and programs, the cost-effectiveness of services, and satisfaction with GPO's Web site and customer service. Some of the results included:

- 91% of customers are satisfied with overall service from their primary GPO location
- 90% are likely to recommend GPO to a colleague
- 90% say they do not believe they can beat or match GPO pricing

The survey was conducted in support of GPO's Strategic Plan, that emphasizes a customer-centric approach through agency-wide procedures, policies, and activities implemented to ensure GPO is meeting customers' needs and exceeding their expectations.

Partnership with Industry Other than congressional and inherently governmental work such as the *Federal Register*, the *Budget*, and secure and intelligent documents, we produce virtually all other Federal agency information products via contracts with the private sector printing and information product industry issued by our central office and regional GPO offices around the country. In 2014, this work amounted to approximately \$292.5 million. 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 print 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, which identified approximately 80 Federal printing plants still in operation government wide. 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. This overwhelming reliance on digital content allowed for the first digital-only Federal depository library designation in 2014, with others to follow.

In 2014, GPO completed work on our FDLP Forecast Study, a collaborative research project between GPO and depository libraries, that 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 Access to Federal Government Information.

Also supporting the Federal depository libraries and the public nationwide is the work GPO does under its statutory mandate to catalog a comprehensive index of public documents issued or published by the Federal Government that are not confidential in character. The public interface for accessing these cataloging records is GPO's *Catalog of U.S. Government Publications* (CGP). In FY 2014, there were 25.6 million successful searches of the CGP, an increase of 10.5 million over FY 2013. Also during this period, more than 13,800 new cataloging records were added to the CGP, of which 60% contained direct online links to the cataloged content. Additionally, more than 150 free Federal Government eBooks from various agencies are now available via the CGP, with more being added continuously. Thanks to a partnership we forged with the Digital Public Library of America (DPLA), more than 150,000 records from GPO's digital Catalog of Government Publications are now also available to the public through the DPLA's Web site.

Federal Digital System GPO has been providing access to digital 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 2014, FDsys recorded its 1 billionth document retrieval since replacing our original online Web site, *GPO Access*. Currently, FDsys serves as a secure preservation repository for more than 1 million individual titles from all three branches of the Government, the only system of its kind in operation today. In 2014, FDsys averaged 38.1 million retrievals per month, with a spike of up to 47.5 million during the October 2013 Government shutdown.

GPO is continually adding collections to FDsys to provide increased public access to Government information. In 2014, new collections were added ranging from audio books to digital editions of historic publications like the Warren Report on the assassination of President Kennedy and the Civil Rights Act of 1964. At the end of the year, we were one of 5 institutions named by the Library of Congress and the National Institute of Museum and Library Services to be part of the National Digital Stewardship Residency program, under which we are now preparing to become the first Federal agency certified as a Trustworthy Digital Depository for Government information.

During the October 2013 Government 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, FDLP.gov, Contractor Connect, etc.) remained static during the shutdown.

FDsys Improvements Planned for FY 2016 As GPO's enterprise information management system for digital information dissemination and preservation, FDsys is a critical component of our integrated publishing

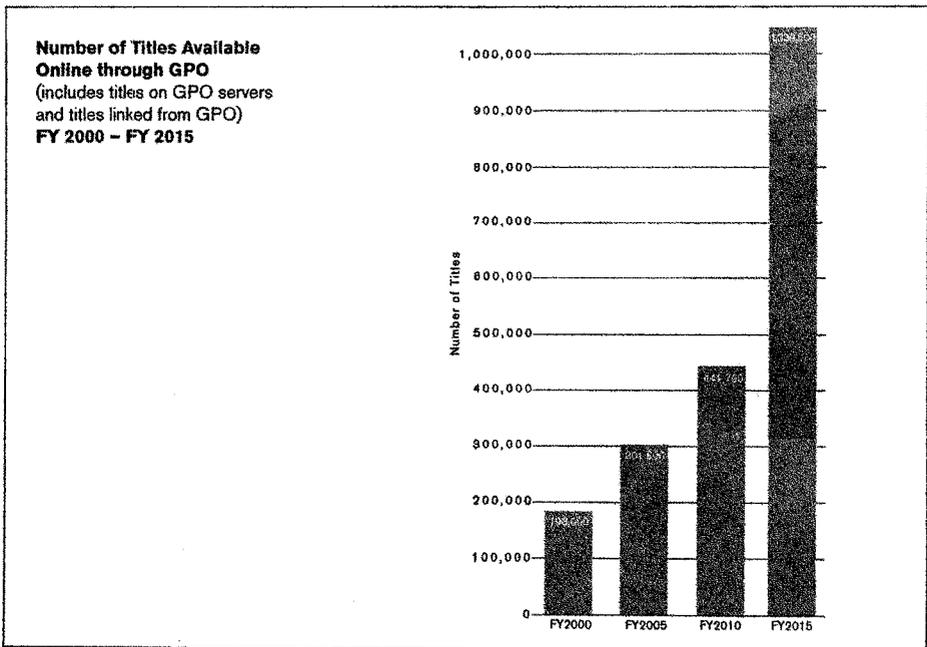
operation. Continued investment in this cornerstone system is needed in order to ensure FDsys technology, features, and functionality supports GPO's mission and meets the needs of key stakeholders, including Congress, federal agencies, and the American public.

In FY 2016, the Next Generation FDsys public website (NextGen) will officially launch and the legacy site will be retired. NextGen functionality will greatly enhance the way stakeholders can interact with FDsys, including a responsive user interface, replacement of the current search engine with an Open Source search engine, the implementation of linking between related publications, and user interface improvements based on extensive stakeholder engagement.

Along with the launch of NextGen, other initiatives are crucial for managing Federal Government content in FDsys, including developing new content collections, increasing content in existing collections, enhancing the accessibility of content, and increasing the discoverability of information within the system. GPO also has begun the initial process to seek certification for FDsys as a Trustworthy Digital Repository in compliance with the International Organization for Standardization (ISO 16363). This certification will validate that FDsys, its infrastructure, and its supporting organization are reliable and sustainable, in order to ensure the highest level of service now and into the future.

With the planned updates to the FDsys search, content management, and preservation components and along with certification of FDsys as a Trusted Digital Repository, it is also critical to invest in the IT infrastructure supporting the system. This includes bandwidth, storage, and servers needed for the Production, COOP, Test, and Development environments. In FY 2016, GPO will also explore how to migrate FDsys to the Cloud to reduce reliance on on-site physical infrastructure.

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 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 *Ponzimonium: How Scam Artists are Ripping Off America* available as eBooks. Additionally, in 2014 we worked with Congress to make *Hispanic Americans in Congress* available as an eBook.

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 2014, we had 3,932 likes on Facebook, 5,372 followers on Twitter, and 120,000 views across 66 videos on YouTube. On Pinterest, we had 422 followers pinning on 15 boards of Federal Government information. Our book blog, Government Book Talk, focuses on increasing the awareness of new and classic Federal publications through reviews and discussions.

GPO Finances

Business Operations Revolving Fund All GPO activities are financed through our Business Operations Revolving Fund. This business-like fund is used to pay all of GPO's costs in performing congressional and agency publishing, information product procurement, and publications dissemination activities. It is reimbursed from payments from customer agencies, sales to the public, and transfers from GPO's two annual appropriations: the Congressional Publishing Appropriation and the Public Information Programs of the Superintendent of Documents Appropriation.

The Business Operations Revolving Fund functions as GPO's checking account with the U.S. Treasury. GPO pays its expenses from this account either with electronic transfer or check. 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 Publishing and Public Information Programs appropriations, and to deposits of funds collected from sales to the public.

GPO maintains a cash balance in the Business Operations 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 Business Operations 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 necessary and are requested annually.

Appropriated Funds GPO's Congressional Publishing Appropriation is used to reimburse the Business Operations Revolving Fund for costs of publishing the documents required for the use of Congress in digital

and tangible formats, as authorized by the provisions of chapters 7 and 9 of Title 44, U.S.C. The Public Information Programs of the Superintendent of Documents Appropriation is used to pay for costs associated with providing online access to, and the distribution of publications to Federal depository libraries, cataloging and indexing, statutory distribution, and international exchange distribution. The reimbursements from these appropriations are included in the Business Operations 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 Publishing Appropriation in effect is an appropriation by Congress to cover the costs of its publishing activities. The appropriation is made to GPO to relieve Congress of the burden of maintaining detailed accounting records for all publishing work ordered from GPO both by law and by other congressional requisitions, as well as the responsibility for estimating the anticipated volume of congressional publishing that is used as the basis for the appropriation.

Congress plays a major role in controlling the rate of spending of the Congressional Publishing Appropriation. GPO can transfer funds from the appropriation to the Business Operations Revolving Fund only when it performs congressional publishing work. The appropriation is not available for expenditure for any purposes other than this work. While GPO does its best to estimate the volume of congressional publishing in any given year, that volume can change due to circumstances beyond GPO's control. GPO affects 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 Publishing Appropriation at the end of the year. Under the language of GPO's appropriations legislation, such balances are eligible for transfer to the Business Operations 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 the Business Operations 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 of its printing to restore money to the Business Operations Revolving Fund.

Like the Congressional Publishing Appropriation, the Public Information Programs Appropriation is available only for specific programs. online access and distribution to Federal depository libraries, 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 affects the level of funding by ensuring the efficiency of its information dissemination operations. Like the Congressional Publishing Appropriation, any unobligated balances remaining in this account may be transferred to the Business Operations 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 2014 Financial Results Revenue totaled \$696.3 million while expenses charged against GPO's budget were \$672.3 million, for an overall net income of \$24 million from operations. Included in both GPO's revenue and net income is approximately \$15.1 million in funds set aside for passport-related capital investments, as agreed to by GPO and the Department of State, and \$2.1 million in funds resulting from an adjustment to GPO's long-term workers' compensation liability under the Federal Employees Compensation Act (FECA). Apart from these funds, GPO's net operating income from FY 2014 was \$6.8 million.

Funds appropriated directly by Congress provided nearly \$109.6 million (including funds from the Congressional Publishing and Public Information Programs appropriations, along with appropriations to the Business Operations Revolving Fund), or about 16% of total revenue. All other GPO activities, including inplant publishing (which includes the production of passports), procured work, sales of publications, agency distribution services, and all administrative support functions, were financed through the Business Operations Revolving Fund by revenues generated by payments from agencies and sales to the public.

The largest single component of GPO's annual expenses is publishing work procured from the private sector. In FY 2014, the cost of this work totaled \$267.3 million, or about 40% of total expenses. The second largest component was personnel compensation and benefits. These totaled \$206.3 million, or about 31% of all expenses.

FY 2016 Appropriations Request

GPO is requesting a total of \$120,000,000 for FY 2016, which is essentially flat compared to the level of funding, \$119,993,000, approved for FY 2015 in P.L. 113-235. Continuing overhead cost-cutting actions undertaken since FY 2011, in addition to a buyout successfully conducted in the first quarter of FY 2015 that reduced GPO's workforce by 103 positions, have helped make this flat funding request possible. Additionally, with the approval of the House and Senate appropriations committees, each year we have transferred any unspent prior year balances from our appropriations to GPO's Business Operations Revolving Fund, where they are available for the uses for which they were originally appropriated. This also has made it possible for us to reduce the need for new funding.

Our FY 2016 request will enable us to:

- meet projected requirements for congressional publishing;
- fund the operation of the public information programs of the Superintendent of Documents; and
- develop information technology and perform facilities maintenance and repair.

Congressional Publishing Appropriation We are requesting \$79,736,000 for this account, the same level approved for FY 2015 in P.L. 113-235. Unspent prior year balances from this account that have been transferred to GPO's business operations revolving fund are available for the purposes of this account for FY 2015 and FY 2016.

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 Publishing 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 publishing requirements. These requirements are used as the basis of the budget presentation for this account.

For FY 2016, we estimate that total congressional publishing requirements will be \$85,750,000, using projections based on prior year data. We plan to use \$6,014,000 that is available in unexpended prior funds to offset part of these requirements, resulting in our request for \$79,736,000 in new funding. Additionally, we plan to set aside \$7,478,000 in transferred unspent prior year funds to finance the continuing development of our Composition System Replacement project, which will implement an XML-based composition system in place of our 30-year old Microcomp system. This year, we plan to request approval for the transfer of approximately \$540,000 in unspent prior year funds to our business operation revolving fund, to help cover future congressional publishing requirements.

The estimated requirements for FY 2016 include a projected price level increase of \$1,881,000, primarily to cover employee pay increases equivalent with those paid government-wide. Additionally, there is a \$1,200,000 increase to cover anticipated volume requirements as derived from historical data, principally for the *Congressional Record*, calendars, and hearings. Partially offsetting these increases are volume decreases projected primarily for documents, bills, and committee prints.

Public Information Programs of the Superintendent of Documents We are requesting \$30,500,000 for this account, representing a decrease of \$1,000,000 or 3.2% from the amount approved for FY 2015 in P.L. 113-235. As with our Congressional Publishing Appropriation, unspent prior year balances from this account that have been transferred to GPO's Business Operations Revolving Fund are available for the purposes of

this account for FY 2016. 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.

The funding we are requesting for FY 2016 will cover mandatory pay and related cost increases of \$342,000. Merit and other pay increases are included for 94 FTE's, the same as for FY 2015. In addition, the requested funding covers projected price level increases of \$175,000, including ongoing systems maintenance and operating expenses.

Unspent prior year appropriations balances that have been transferred with the approval of the Appropriations Committees to our Business Operations Revolving Fund, totaling \$1,517,000 will be used to fund the continuation of cataloging and indexing efforts to harvest and catalog historical publication for digital preservation. In 2015, we plan to request approval for the transfer of an additional \$6,000,000 in unspent prior year funds to support GPO's digitization efforts to expand and develop new digital content and maintain the integrity of our Federal Digital System (FDsys) as a trusted digital repository.

Business Operations Revolving Fund We are requesting \$9,764,000 for this account, to remain available until expended, for continued information technology projects and necessary facilities projects. This compares with \$8,757,000 that has been appropriated for FY 2015.

Information Technology Projects — \$5,532,000

FDsys Projects — \$4,000,000

- **General Development (\$3,050,000)** — Development of new FDsys features to support identified needs of key stakeholders, including developing new content collections, increasing content in existing collections, enhancing the accessibility of content, and increasing the discoverability of information in FDsys.
- **NextGen FDsys Public Website (\$450,000)** — Completion of development and launch of FDsys NextGen to support a responsive user interface, search engine replacement, publication linking, user interface improvements, and content curation.
- **Certification of FDsys as a Trustworthy Digital Repository (\$250,000)** — Development to support the certification of the FDsys Preservation Repository as a Trustworthy Digital Repository.
- **FDsys Infrastructure (\$250,000)** — Infrastructure for the hardware, storage, and infrastructure environments to manage system performance as FDsys content and usage continues to grow, including support for GPO efforts to migrate FDsys infrastructure components to the Cloud.

Enterprise System Upgrades — \$1,532,000

- **Core Router/Switch Replacements (\$400,000)** — Replacement and upgrade for segments of GPO's existing core routing infrastructure that have reached end of life.
- **Itanium Servers (\$400,000)** — Replacement and upgrade of the servers that support GPO's publishing and printing capabilities.
- **Enterprise Storage (\$300,000)** — Infrastructure funding is necessary to ensure that GPO's IT storage capacity continues to grow to support the agency's application and data storage requirements.
- **Data Communications Equipment (\$232,000)** — Replacement and upgrade of core communications equipment that has reached end of life.
- **Web Filtering (\$200,000)** — Replacement and upgrade of the Web filtering equipment that protects GPO users from accessing malicious and/or inappropriate Internet sites.

Facilities Projects — \$4,232,000

- **Upgrade Electrical Substation (\$3,500,000)** — There is only one 480V substation in all of GPO's Buildings A, B and C. New, more efficient equipment is 480V by standard (including elevators as well as production equipment). Without upgrading our substation, we risk running out of power to produce essential work for Congress and Federal agencies.
- **Structural Evaluations and Remedy Actions (\$400,000)** — We have areas of concrete floors that are degrading to the point where they may fail. This funding is to continue a third party structural analysis and for ongoing repairs on the areas in the worst shape.
- **Roof Replacement (\$332,000)** — This represents the remaining phase of our multi-year roof upgrade to improve energy efficiency and reduce the potential for damage and health and safety concerns that can result from leaks in areas that are currently compromised.

GPO STAFFING INFORMATION

As of January, 2015

Business Unit	1-8	9-12	13-15	SLS	Executive	Wage Grade	Total
Acquisitions	3	11	7	0	0	0	21
Chief Administrative Officer	0	0	0	1	0	0	1
Chief of Staff	0	0	0	1	0	0	1
Congressional and Public Relations	0	0	5	0	0	0	5
Customer Services	27	84	41	2	0	0	154
Director, GPO	0	2	0	0	2	0	4
Engineering Services	5	3	6	0	0	162	176
Equal Employment Opportunity	1	3	2	1	0	0	7
Finance and Administration	22	42	47	2	0	2	115
General Counsel	1	2	8	2	0	0	13
Human Capital	12	16	14	1	0	0	43
Information Technology and Systems	1	22	67	2	0	0	92
Inspector General	0	3	14	1	0	0	18
Library Services and Content Management	4	34	25	2	0	10	75
Official Journals Of Government	3	13	13	1	0	59	89
Plant Operations	23	53	44	2	0	484	606
Programs, Strategy, and Technology	0	3	17	1	0	0	21
Publication and Information Sales	27	19	7	0	0	10	63
Security Services	40	13	5	1	0	0	59
Security and Intelligent Documents	7	5	25	1	0	111	149
Grand Total	176	328	347	21	2	838	1,712

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 1,712 employees, as of January, 2015.

GPO's Senior Level Service (SLS) is similar to the Senior Executive Service.

GOVERNMENT PUBLISHING OFFICE
Summary of Appropriation Estimates
(Dollars in Thousands)

<u>Appropriation Title</u>	<u>FY 2014</u> <u>Actual</u>	<u>FY 2015</u> <u>Approved</u>	<u>FY 2016</u> <u>Request</u>	<u>FY 2015/2016</u> <u>Net Change</u>
Congressional Publishing	\$ 79,736	\$ 79,736	\$ 79,736	\$ -
Superintendent of Documents				
Public Information Programs				
By Law Distribution	315	315	315	
Cataloging and Indexing	9,765	9,765	8,765	(1,000)
Federal Depository Library	20,475	20,475	20,475	
International Exchange	945	945	945	-
Total Appropriation	<u>31,500</u>	<u>31,500</u>	<u>30,500</u>	<u>(1,000)</u>
Business Operations Revolving Fund	<u>8,064</u>	<u>8,757</u>	<u>9,764</u>	<u>1,007</u>
Total Appropriations	<u>\$ 119,300</u>	<u>\$ 119,993</u>	<u>\$ 120,000</u>	<u>\$ 7</u>

GOVERNMENT PUBLISHING OFFICE
Staffing Summary — FTE's

<u>Appropriation Title</u>	<u>FY 2014 Actual</u>	<u>FY 2015 Approved</u>	<u>FY 2016 Request</u>	<u>2015/2016 Change</u>
Congressional Publishing	-	-	-	-
Superintendent of Documents				
Public Information Programs				
By Law Distribution	1	1	1	
Cataloging and Indexing	22	24	29	5
Federal Depository Library	61	66	61	(5)
International Exchange	3	3	3	-
Total Appropriation	<u>87</u>	<u>94</u>	<u>94</u>	<u>-</u>
Business Operations Revolving Fund	<u>1,741</u>	<u>1,790</u>	<u>1,697</u>	<u>(93)</u>
Total Agency	<u><u>1,828</u></u>	<u><u>1,884</u></u>	<u><u>1,791</u></u>	<u><u>(93)</u></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 in-plant 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. GPO's total employment today is approximately 1,700.

Congressional publishing and information services are the primary function of GPO's in-plant 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 in-plant 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 70% 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 almost 1,200 Federal depository libraries nationwide. Today, the partnership is predominantly electronic, but tangible formats are distributed when required. GPO's Federal Digital System (FDsys) provides free public access to more than 1,000,000 searchable titles, with an average of 38.1 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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

The services of the U.S. Government Publishing 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>

GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING
Including Transfer of Funds
Fiscal Year 2016

Proposed Appropriations Language:

For authorized publishing of congressional information and the distribution of congressional information in any format; expenses necessary for preparing the semi-monthly and session index to the Congressional Record, as authorized by law (section 902 of title 44, United States Code); publishing of Government publications authorized by law to be distributed to Members of Congress; and publishing and distribution of Government publications authorized by law to be distributed without charge to the recipient, \$79,736,000: *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 Publishing Office business operations 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, 2015.*)

Base Budget Review:

Description of Program

The estimates for Congressional Publishing are to provide funds to pay for the cost of publishing required for the use of Congress, and for publishing and distribution of Government publications authorized by law to be distributed without charge to the recipient.

Explanations of Changes

The appropriation requested for FY 2016 is \$79,736,000. A total of \$85,750,000 is required to cover congressional publishing requirements for FY 2016, but transfers of unexpended prior year appropriations to the Government Publishing Office business operations revolving fund of \$6,014,000 will be utilized to offset part of these requirements. For FY 2015, a total of \$82,669,000 is estimated to be required to cover congressional publishing requirements, but transfers of unexpended prior year appropriations totaling \$2,933,000 are available, in addition to the appropriation of \$79,736,000.

A. Congressional Record Program. The proceedings of the Senate and House of Representatives are published in the *Congressional Record* and posted in digital format on GPO's Federal Digital System (FDsys). Approximately 2,350 copies are printed daily. About 1,710 copies are charged to the Congressional Publishing Appropriation, including about 665 copies distributed without charge to recipients designated by Senators. The copies that are not charged to the Congressional Publishing Appropriation are delivered and charged to Government departments on requisitions and to the Superintendent of Documents for sale to subscribers. Online access to a digital *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 posted on FDsys. About 237 sets are printed as the permanent bound edition of the *Record*. About 102 of these sets are for Congressional use and charged to the Congressional Publishing Appropriation. The remaining 135 sets are for public sale, charged to departments on requisition, or distributed to regional Federal depository libraries. An estimated 26,600 pages will be required in FY 2016 and the cost will be approximately \$23,399,000.

B. Miscellaneous Publications. This item includes publications 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 \$4,134,000 will be required in FY 2016 for approximately 24,300 pages.

C. Miscellaneous Publishing and Services. This item includes letterheads, envelopes, blank paper, miscellaneous services, blank forms, composition and content management, and binding for both Houses of Congress. The estimate for FY 2016 is \$16,362,000 for about 66.4 million units.

D. Details to Congress. This item includes the cost for GPO employees detailed to Congress. The estimated cost for FY 2016 is \$5,172,000 for 82,100 hours.

E. Document Envelopes and Document Franks. Document envelopes are furnished to Senators and Representatives for the mailing of speeches and documents. Document franks are printed individually or in sheets with perforations and are furnished to Members of Congress for mailing documents. An estimated \$1,127,000 will be needed in FY 2016 for approximately 8.2 million envelopes, at a cost of \$991,760 and .5 million document franks at a cost of \$135,240.

F. Business and Committee Calendars. This heading covers the publishing of all House and Senate business and committee calendars, which list the actions on pending and completed legislation. An estimated \$3,625,000 will be required in FY 2016 for approximately 27,900 pages.

G. Bills, Resolutions, and Amendments. This heading covers the publishing of bills, resolutions, and amendments in all forms, including the prints as introduced, referred, reported, and finally passed. The estimate for FY 2016 is \$4,165,000 for approximately 105,700 pages.

H. Committee Reports. This item covers published reports of congressional committees on pending legislation that carry a congressional number. An estimated \$3,318,000 will be needed for about 55,100 pages in FY 2016.

I. Documents. This heading includes all classes of Senate and House documents ordered published by Congress that 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 2016 is \$2,677,000 for about 45,700 pages.

J. Hearings. This item covers all hearings before House and Senate committees. The estimate for FY 2016 is \$20,689,000 for approximately 263,900 pages.

K. Committee Prints. This item includes publications for the internal use of committees on pending legislation. The estimate for FY 2016 is \$1,082,000 for 24,900 pages.

GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION
 Base Budget Review (Detail by Activity)
 (in thousands of dollars)

Category	2014 Actual	2015 Estimate	2016 Estimate	Change
A. Congressional Record Publications:				
Daily Record:				
Content Development*.....	\$ 11,779	\$ 12,051	\$ 13,128	\$ 1,077
Printing.....	5,803	5,936	6,466	530
Subtotal.....	17,582	17,987	19,594	1,607
Record Index.....	2,194	1,812	2,157	345
Record Indexers.....	1,570	1,601	1,648	47
Subtotal.....	21,346	21,400	23,399	1,999
B. Miscellaneous Publications.....	4,195	4,287	4,134	(153)
C. Miscellaneous Publishing and Services.....	15,009	16,006	16,362	356
D. Details to Congress.....	4,335	5,172	5,172	0
E. Document Env. and Franks.....	1,169	1,050	1,127	77
F. Calendars.....	3,490	2,563	3,625	1,062
G. Bills, Resolutions & Amendments.....	3,441	4,611	4,165	(446)
H. Committee Reports.....	2,975	3,082	3,318	236
I. Documents.....	1,697	3,176	2,677	(499)
J. Hearings.....	20,211	19,925	20,689	764
K. Committee Prints.....	1,189	1,397	1,082	(315)
Total Obligations.....	79,057	82,669	85,750	3,081
Surplus/(Shortfall).....	679	(2,933)	(6,014)	(3,081)
Appropriation.....	\$ 79,736	\$ 79,736	\$ 79,736	\$ 0

Note: Prior-year transfers to the GPO Business Operations Revolving Fund of \$19,418,000 are available for the purposes of this account and GPO is requesting the transfer of approximately \$540,000 from FY 2010 to the Fund for purposes of this account. The prior-year transfers will fund estimated shortfalls from FY 2015 and FY 2016 totaling \$8,947,000. In addition, GPO plans to expend \$7,478,000 of the prior-year transfers for the Composition System Replacement.

*Includes GPO FDsys publishing.

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION**
Detailed Analysis of Change

Base, 2015
I. Adjustments To Base

A. Price Level Changes

1. Daily Congressional Record:

1a. Content Development

1b. Printing

Subtotal

2. Congressional Record Index

3. Congressional Record Indexers

4. Miscellaneous Publications

5. Miscellaneous Publishing 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	
FTE	AMOUNT (000)
-	\$79,736
2016 REQUEST	
-	1,881
	306
	<u>150</u>
	456
	50
	46
	96
	380
	26
	84
	97
	77
	62
	482
-	25

GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION
Detailed Analysis of Change

CALCULATION OF BASE	
FTE	AMOUNT (000)
B. Program Type Changes	(\$1,881)
1. Activity	\$1,200
a. Daily Congressional Record:	
1. Content Development	772
2. Printing	-
Subtotal	1,152
3. Record Index	295
b. Miscellaneous Publications	(249)
c. Misc. Publishing & Services	(24)
d. Document Env. & Franks	51
e. Calendars	977
f. Bills, Resolutions, & Amdts.	-
g. Committee Reports	159
h. Documents	(561)
i. Hearings	283
j. Committee Prints	-
2. Estimated Change - in Surplus/(Shortfall)	-
II. Net Change	0
III. Appropriation 2016	-
	\$79,736

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION**

Explanation of Changes Shown

	FTE	Amount (000)
A. PRICE LEVEL CHANGES		
The average 2.4 percent increase is due to increases in publishing costs.	-	\$1,881
B. PROGRAM TYPE CHANGES		
1. Activity (Volume)	-	1,200
a. Congressional Record Publications:		
1. Daily Record This 6.4 percent increase is computed based on historical data.	-	1,152
2. Record Index This 16.3 percent increase is computed based on historical data.		295
b. Miscellaneous Publications This 5.8 percent decrease is computed based on historical data.		(249)
c. Miscellaneous Publishing and Services This 0.2 percent decrease is computed based on historical data.		(24)
d. Documents Envelopes and Franks This 4.8 percent increase is computed based on historical data.		51

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION**
Explanation of Changes

C. PROGRAM TYPE CHANGES	FTE	Amount
1. Activity (Volume)		
e. Business and Committee Calendars This 38.1 percent increase is computed based on historical data.		977
f. Bills, Resolutions, & Amendments This 11.8 percent decrease is computed based on historical data.		(543)
g. Committee Reports This 5.2 percent increase is computed based on historical data.		159
h. Documents This 17.7 percent decrease is computed based on historical data.		(561)
i. Hearings This 1.4 percent increase is computed based on historical data.		283
j. Committee Prints This 24.3 percent decrease is computed based on historical data.	-	(340)
2. Estimated Change	-	(\$3,081)

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION**

By Object Class
(In thousands)

OMB Object Class	2014 Actual	2015 Actual	2016 Estimate	Change
24 Printing & Reproduction	\$79,736	\$79,736	\$79,736	\$0

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION**

Analysis of Change to Budget Base
(In thousands)

OMB Object Class	Price Level Changes	Program Type Changes	Total Changes
24 Printing & Reproduction	\$1,881	(\$1,881)	\$0

GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION
 Estimated Cost Per Unit by Category

Category	Unit 1/	2014	2015	2016
A. Congressional Record Program:				
Daily Record:				
Content Development.....	Page.....	583	594	608
Printing.....	Page.....	<u>287</u>	<u>292</u>	<u>299</u>
Subtotal.....	Page.....	870	886	907
Record Index.....	Page.....	414	421	431
Record Indexers.....	Hours.....	87	89	92
B. Miscellaneous Publications.....	Page.....	163	166	170
C. Misc. Publishing and Services.....	1,000 items.....	236	241	246
D. Details to Congress.....	Hours.....	63	63	63
E. Document Env. and Franks.....	1,000 items.....	124	127	130
F. Calendars.....	Page.....	125	127	130
G. Bills, Resolutions, & Amdts.....	Page.....	38	38	39
H. Committee Reports.....	Page.....	58	59	60
I. Documents.....	Page.....	56	57	59
J. Hearings.....	Page.....	75	77	78
K. Committee Prints.....	Page.....	42	42	43

* Unit costs are established based on projected workload volumes and costs. Unit costs may require adjustment if actual workload demands differ substantially from projections. GPO does not control actual workload volumes, which are driven by customer requirements. Therefore, volume variances may result in actual unit costs that differ from these estimates, due to fixed costs which do not vary directly in proportion to workload.

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 content development 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 24 cents per copy page, including copies ordered by agencies, depository libraries, and for sale to the public. The rider rate for printing additional copies is 1.46 cents per copy page.

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL PUBLISHING APPROPRIATION**

Volume Increase/(Decrease)

Category	Unit	2014	Increase/(Decrease)	2015	Increase/(Decrease)	2016
		Total	Quantity Percent	Total	Quantity Percent	Total
A. Congressional Record Program:						
Daily Record:						
Content Development.....	Page.....	20,200	100 0.5	20,300	1,300 6.4	21,600
Printing.....	Page.....	20,200	100 0.5	20,300	1,300 6.4	21,600
Record Index.....	Page.....	5,300	(1,000) (18.9)	4,300	700 16.3	5,000
Record Indexers.....	Hours.....	18,000	0 0.0	18,000	0 0.0	18,000
B. Miscellaneous Publications.....	Page.....	25,700	100 0.4	25,800	(1,500) (5.8)	24,300
C. Miscellaneous Publishing and Services.....	1,000 items.....	63,500	3,000 4.7	66,500	(100) (0.2)	66,400
D. Details to Congress.....	Hours.....	68,700	13,400 19.5	82,100	0 0.0	82,100
E. Document Env. and Franks.....	1,000 items.....	9,400	(1,100) (11.7)	8,300	400 4.8	8,700
F. Calendars.....	Page.....	28,000	(7,800) (27.9)	20,200	7,700 38.1	27,900
G. Bills, Resolutions, & Amdts.....	Page.....	91,000	28,800 31.6	119,800	(14,100) (11.8)	105,700
H. Committee Reports.....	Page.....	51,500	900 1.7	52,400	2,700 5.2	55,100
I. Documents.....	Page.....	30,200	25,300 83.8	55,500	(9,800) (17.7)	45,700
J. Hearings.....	Page.....	268,685	(8,485) (3.2)	260,200	3,700 1.4	263,900
K. Committee Prints.....	Page.....	28,500	4,400 15.4	32,900	(8,000) (24.3)	24,900

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL BILLINGS FOR COMMITTEES BY CATEGORY**
During FY 2014

House Committees	Daily Cong. Rec.	Record Index	Record Indexes	Misc. Publ.	Misc. P&S	Details	Doc. Envt.	Doc. Frank	Calendar	Bills	Reports	Documents	Hearings	Prints	TOTALS	
																9,312,537
U.S. House of Representatives																
Clerk of The House				459,498	1,418,469	91,638	5,744									4,350,395
House Members				1,731	1,118											8,593
H. Agriculture						82,060							78,082	18,718		180,637
H. Appropriations				95,187	91,103								5,407,456	412,439		6,010,100
H. Armed Services				1,978	18,440	114,534							386,854			521,807
H. Financial Services					492											522,629
H. Education and the Workforce					450											101,432
H. Foreign Affairs					19,235											25
H. Oversight & Govt Reform					2,770	51,624										674,818
H. House Administration				8,497	32,757											630,970
H. Natural Resources					65,663	71,658										110,015
H. Commerce and Energy					65,240	163,728										330,030
H. Judiciary					46,737											1,480,503
H. Transportation and Infrastructure					700	85,806										659,219
H. Rules				104	3,900											354,408
H. Science, Space & Technology					60,958											18,273
H. Veterans' Affairs					22,039	99,792										382,866
H. Ways and Means					1,710											197,131
H. Small Business						51,706										86,278
H. Security & Cooperation in Europe					1,293	240,246										285,992
H. Ethics				50,857	3,216											15,510
H. Office of Chief Adm Offices				26,808	68,700											54,073
H. Budget					417											166,461
H. Nati Bipartisan Comm																24,345
H. Legislative Counsel						280,782										43,684
H. Homeland Security					1,465	82,620										256,664
H. Intelligence																25
H. US-China Econ & Security Review				148,007	12,161											7,904
H. US-China Econ & Security Review				866,226	3,074,667											160,168
Total House	9,312,537	1,030,912	0	866,226	3,074,667	1,453,258	223,085	409,777	1,968,907	20,514	6,048	72,926	11,326,279	518,504	30,281,640	

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL BILLINGS FOR COMMITTEES BY CATEGORY
During FY 2014**

Senate Committee	Daily Comp. Rec.	Record Index	Record Indexes	Misc. Publs.	Misc. P&S	Details	Doc. Encl.	Doc. Franks	Calendars	Bills	Reports	Documents	Hearings	Committee		TOTALS	
														Prints	Prints		
U. S. Senate	5,797,187	773,300		13,404	170,382				1,439,352	205,114	21,983						9,420,722
Secretary of Senate				606,840	1,371,608	380,342						23,057					2,361,847
Senate Members				3,913	2,496,863				13,985								2,700,553
S. Sec - Sergeant at Arms					803,221								34,244				803,221
S. Agriculture, Nutrition & Forestry				1,347	88,938								282,205				124,529
S. Appropriations				25,124	393,155								746,070				746,070
S. Armed Services					5,671								242,410				242,410
S. Banking, Housing & Urban Affairs					4,064	147,150							148,115				299,329
S. Commerce, Science & Transportation				25	34,901	76,140							402,529				513,995
S. Finance					180	165,078							13,816				458,074
S. Foreign Relations				4,069	3,710	134,946			7,119				103,405				327,478
S. Homeland Security & Governmental Affairs					3,256	78,408							484,724				573,811
S. Energy & Natural Resources					3,792	128,466							217,752				350,010
S. Judiciary					1,935	58,266							444,854				505,055
S. Health, Education, Labor & Pensions					5,095	72,126							167,700				244,921
S. Environment & Public Works					13,029	145,584							321,290				479,903
S. Environment & Public Works				7,371	9,912								37,926				56,239
S. Rules and Administration					1,896								6,702				8,598
S. Democratic Policy					1,974												1,974
S. Republican Policy					2,044												1,974
S. Small Business & Entrepreneurship					3,634								296,215				299,933
S. Special Comm on Aging					4,707								25				3,659
S. Select Comm on Ethics				3,832													8,539
S. Veterans Affairs					5,644				7,893				60,715				155,468
S. Legislative Counsel					56,195	227,860	243										284,318
S. Sergeant at Arms				122,371	240,842								2,680				365,893
S. Budget					634								110,326				165,937
S. Legal Counsel					4,702	74,952							4,900				6,217
S. Select Comm on Intelligence					1,307								82,135				165,764
S. Indian Affairs					1,727	80,352			1,550								8,569
S. Commission on Long-Term Care																	141,999
Total Senate	5,797,187	773,300	0	761,825	5,279,396	2,313,000	186,035	0	1,469,899	205,114	21,983	25,737	3,739,038	141,999	141,999	141,999	21,714,514

**GOVERNMENT PUBLISHING OFFICE
CONGRESSIONAL BILLINGS FOR COMMITTEES BY CATEGORY
During FY 2014**

Joint Committee	Daily Comm. Rec.	Record Index	Record Indexes	Misc. P&S	Misc. P&S	Details	Doc. Rev.	Doc. Franks	Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTALS
Joint Committee On Printing				69,472	1,099								65,523	11,333	70,571
Joint Economic Committee				2,066	15,507								26,840		28,840
Joint Select Comm on Deficit Reduction				69,143	2,273								2,165		71,308
Joint Committee on Inaugural Ceremonies		0	0	138,615	20,945	0	0	0	0	0	0	0	67,698	11,333	238,581
Total Joint Committees															
Miscellaneous															
Bylaw	1,393,729	67,408	1,552,892	5,299,746	6,762,878	58,914			33,291	4,101,623	1,395,156	1,641,941			22,307,578
Architect of the Capitol				56,613	123,944	24,840					200				180,457
Cong-Exec Commission on China				25	2,973										50,858
Senate Caucus On International Narcotics					957										957
Total Miscellaneous	1,393,729	67,408	1,552,892	5,355,384	6,890,652	83,754	0	0	33,291	4,101,623	1,395,356	1,641,941	22,820	0	22,539,850
TOTALS	17,503,463	1,871,620	1,552,892	7,123,050	15,265,660	3,850,012	409,120	409,777	3,470,097	4,327,251	1,423,387	1,740,604	15,155,826	671,836	74,774,585

DETAILS TO CONGRESS AS OF SEPTEMBER 30, 2013 AND 2014

	2013	2014
SENATE COMMITTEES		
Agriculture, Nutrition, and Forestry.....	1	1
Appropriations.....	4	3
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 & Public Works.....	2	2
Total Senate Committees.....	22	21
HOUSE COMMITTEES		
Oversight and Government Reform.....	1	1
Homeland Security.....	1	1
Armed Services.....	2	1
Energy and Commerce.....	2	2
Agriculture.....	1	1
Veterans' Affairs.....	1	1
Small Business.....	1	1
Natural Resources.....	1	2
Transportation and Infrastructure.....	1	1
Education and the Workforce.....	0	1
Total House Committees.....	11	12
MISCELLANEOUS		
Commission on Security and Cooperation in Europe.....	1	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
House Parliamentarian.....	0	1
Total Miscellaneous.....	14	15
SUMMARY		
Senate Committees.....	22	21
House Committees.....	11	12
Miscellaneous.....	14	15
	47	48

GOVERNMENT PUBLISHING OFFICE
PUBLIC INFORMATION PROGRAMS OF THE SUPERINTENDENT OF DOCUMENTS
SALARIES AND EXPENSES
Including Transfer of Funds
Fiscal Year 2016

Proposed Appropriation Language:

For expenses of the public information programs of the 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~~] \$30,500,000. *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 [2013 and] 2014 and 2015 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 Publishing Office business operations 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, 2015*)

Base Budget Review:

Description of Public Information Programs of the Office of Superintendent of Documents that are administered through the Library Systems and Content Management (LSCM) organization: The Salaries and Expenses Appropriation 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 \$30,500,000 is requested for this appropriation for FY 2016. The request for FY 2016 includes funding for 94 full-time equivalents (FTE's). The request reflects a decrease of \$1,000,000 from FY 2015. The decrease is the result of on-going cataloging activities being funded through the use of transfer funds from expiring prior-year appropriations. The agency received approval in FY 2014 to transfer \$5,675,000 from prior-year appropriations for various program activities. The use of these funds has enabled the agency to absorb personnel and operational cost increases for FY 2016 while continuing to perform vital services. The agency plans on seeking approximately \$6,000,000 in transfer funds in FY 2015, based on the availability, to fund program activities that support expanded public access to digital information through the Federal Digital System (FDsys).

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 almost 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 access to Federal Government information products to the public. Providing free online access to Government publications is established under the authority of chapter 41 of Title 44, U.S.C., via GPO's Federal Digital System (FDsys) (www.fdsys.gov).

In FY 2014, approximately 6,200 tangible titles consisting of 1,363,365 copies were distributed to Federal depository libraries. In keeping with the direction of the Legislative Appropriations Act for FY 1996, GPO has transitioned the FDLP to a predominantly digital electronic program. The total number of Federal Government information titles available to the public online via FDsys is over 1 million searchable documents. In FY 2015, GPO continues to adjust its workflows and operations to accommodate a primarily digital FDLP. The costs of the program are related to identifying, acquiring, cataloging, linking to, authenticating, modernizing, and providing permanent public access to digital Government information. Included in these costs are on-going maintenance and update expenses for needed digital resources.

In FY 2015, LSCM began a project to upgrade the program's technology infrastructure in order to improve existing services and develop new offerings for Federal depository libraries and the general public. The future Library Services System includes a replacement of the existing Integrated Library System (ILS) and the development and deployment of new digital tools. A majority of the cost of the new ILS system will be covered by prior-year funding but other system aspects will require FY 2016 funds for the implementation of this suite of systems and services.

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 (CGP) (<http://catalog.gpo.gov>) that has over 824,000 records identifying and providing access to tangible and digital Federal Government publications. In FY 2014, there were 27,516,190 successful searches of the CGP and 13,830 new records added to the catalog. GPO's goals for the CGP are to expand this catalog to be a comprehensive title listing of all public Federal Government publications, both historic and electronic, and increase the visibility and use of Government information products, including eBooks. In the past year, over 150 free, Government eBooks from various agencies were made available in the CGP with more being continuously added.

A major undertaking of the program is the National Bibliographic Records Inventory Initiative (NBRII). The initiative comprises of various multi-year projects to bring fugitive material and historic publications under bibliographic control and to make those records available through the CGP. In FY 2014, LSCM completed holdings records for 41,500 serial issues, transcribed bibliographic records for over 18 drawers of the historic shelflist, completed transcription of the 1895 and 1898 volumes of the Monthly Catalog, and added 3,923 bibliographic records through four cooperative cataloging partnerships. These various NBRII projects will be on-going in FY 2015 with the addition of two new cooperative cataloging partners and the creation of holding records for historic issues of serial titles. Prior years' transfer funds will be used to fund on-going historic cataloging efforts in FY 2016. The use of these funds is reflected in the \$1,000,000 decrease in requested funds from the FY 2014 actual and FY 2015 approved amounts for the program.

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 U.S. Government publications in microfiche, print and tangible electronic formats 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. Two or more copies of every publication printed by GPO are provided to Library of Congress (LOC), even if the publication is not distributed to the Federal depository libraries. In addition, the National Archives and Records Administration (NARA) receives up to three copies of printed publications. GPO also maintains mailing lists of specific publications that are designated to be distributed by law and provides copies of publications to foreign legations as directed by the State Department.

**GOVERNMENT PUBLISHING OFFICE
PUBLIC INFORMATION PROGRAMS
SUPERINTENDENT OF DOCUMENTS
SALARIES AND EXPENSES**
Analysis of Change 2015 to 2016
(Dollars in Thousands)

	2016	
	Agency Request	
	FTE	Amount
FY 2015	94	\$ 31,500
FY 2016		
Mandatory Pay and Related Costs		
Annualization of pay raise for FY 2016		199
Within-grade increases for FY 2016		103
Additional work day in FY 2016		40
Total Mandatory Pay and Related Costs		342
Total Price Level Changes		175
Program/Project/Activity Increases/Decreases for FY 2016		
Cataloging and Indexing activities funded through transfer funds		(1,517)
Total Net Change	-	(1,000)
Total 2016 Appropriation	94	\$ 30,500

**GOVERNMENT PUBLISHING OFFICE
PUBLIC INFORMATION PROGRAMS
SUPERINTENDENT OF DOCUMENTS
SALARIES AND EXPENSES**

Summary
(Dollars in Thousands)

	FY 2014 Actual (1)	FY 2015 Approved (2)	FY 2016 Requested (3)	FY 2015/2016 Net Change	
Summary by Program					
By-Law Distribution	\$ 315	\$ 315	\$ 315	\$ (0)	(4)
Cataloging and Indexing	9,765	9,765	8,765	(1,000)	(5)
Federal Depository Library	20,475	20,475	20,475	(0)	(4)
International Exchange	945	945	945	(0)	(4)
Total Appropriation	\$ 31,500	\$ 31,500	\$ 30,500	\$ (1,000)	
Summary by OMB Object Class					
11 Personnel Compensation	\$ 8,049	\$ 8,039	\$ 8,304	\$ 265	(6)
12 Personnel Benefits	2,372	2,331	2,408	77	(7)
21 Travel	68	41	42	1	(8)
22 Transportation of Things	825	775	790	15	(8)
23 Rents Communications and Utilities	111	64	65	1	(8)
24 Printing and Reproduction	8,500	8,000	8,152	152	(8)
25 Other Services	11,095	11,907	10,390	(1,517)	(5)(9)
26 Supplies and Materials	476	339	345	6	(8)
31 Equipment	4	4	4	0	
Total Appropriation	\$ 31,500	\$ 31,500	\$ 30,500	\$ (1,000)	

(1) Actual and obligated expenditures against the 2014 S&E Appropriation through 09/30/14 (Consolidated Appropriations Act, 2014 P.L. 113-76) The agency also requested \$5.67M in transfer funds to cover projects including bulk harvesting and content management of Federal agencies' information (\$1M), development of Bound Congressional Record and Federal Register metadata and parser (\$1.5M), continue shellfish project for pre-1976 collection, increase access to Federal information through enhanced web applications (\$500k), and reserve funds for future program shortfalls

(2) FY 2015 approved funding is based on the Legislative Branch Appropriations Act, 2015. Inflation factors for all personnel and other expenses are being absorbed in each area through cost-saving measures

(3) Requested amount is based on FY 2015 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 transfer funds to cover projects that support the transition from traditional printed material to digitized information to align with the Agency goal to provide greater access to Government information to the public.

(4) Inflation factors have been absorbed through cost savings in Other Services.

(5) Amount reflects a reduced request for Other Services for Cataloging and Indexing projects that are expected to be funded through prior-years transfer funds.

(6) Amount reflects the funding of merit and within grade and pay increases, inflation and one additional work day for 94 FTEs for FY 2016

(7) Reflects anticipated benefit expenditures based on 29% of Personnel Compensation figure.

(8) Reflects price level increase due to inflation

(9) Includes Workers' Compensation, Shared Services, overhead and contractual services. Inflation has been applied to all categories but a reduction in Cataloging and Indexing contractual services has resulted in a lower request than previous years

**GOVERNMENT PUBLISHING OFFICE
BUSINESS OPERATIONS
REVOLVING FUND
Fiscal Year 2016**

Proposed Appropriations Language:

For payment to the Government Publishing Office Business Operations Revolving Fund, [\$8,757,000] \$9,764,000, to remain available until expended, for information technology development and facilities repair: *Provided*, That the Government Publishing 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 Publishing Office business operations revolving fund: *Provided further*, That not more than \$7,500 may be expended on the certification of the Director of the Government Publishing Office in connection with official representation and reception expenses: *Provided further*, That the business operations 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 Director of the Government Publishing Office shall be deemed necessary to carry out the provisions of title 44, United States Code: *Provided further*, That the business operations 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 business operations revolving fund may provide information in any format: *Provided further*, That the business operations revolving fund and the funds provided under the heading "Public Information Programs of the Superintendent of Documents" may not be used for contracted security services at GPO's passport facility in the District of Columbia. (*Legislative Branch Appropriations Act, 2015*.)

Base Budget Review:

By law, GPO's Business Operations Revolving Fund is used to finance GPO's publishing operations. Approximately 70 percent of GPO's publishing revenue is from procuring publications and related services for customer agencies. This work is procured through GPO's Customer Services business unit utilizing the private sector printing and information product industry. The majority of the Government's publishing 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.

GPO's in-plant facility provides digital and tangible 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*, and other key Government documents, such as the annual *U.S. Budget*.

With a few exceptions, the paper used to produce tangible documents by GPO and its contractors meets or exceeds Federal recycled paper requirements and all GPO 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, that combine digital and print security measures. GPO's publications sales program provides the public with an opportunity to purchase a wide variety of low cost, consumer-oriented publications, Congressional documents, and Executive and Judicial publications.

Documents can be ordered through GPO's secure Online Bookstore site at <http://bookstore.gpo.gov> or from GPO's bookstore in Washington, D.C. Free and low cost publications are distributed through the Federal Citizen Information Center (FCIC) in Pueblo, CO. GPO also provides warehousing and publication distribution services for Federal agencies on a reimbursable basis. Thousands of titles are for sale at any given time, including books, CD-ROMs, eBooks and other digital formats.

BUSINESS OPERATIONS REVOLVING FUND REQUESTS

For FY 2016, GPO is requesting a total of \$9,764,000 for the Revolving Fund to remain available until expended, for the following projects:

Information Technology Development Projects

Enterprise Storage	\$ 300,000
Core Router/Switch Replacements	400,000
Data Communications Equipment	232,000
Itanium Servers	400,000
Web Filtering	<u>200,000</u>
Total Information Technology Development	1,532,000

FDsys Projects

General Development	3,050,000
Next Generation FDsys Public Website	450,000
Certification of FDsys as a Trustworthy Digital Repository	250,000
FDsys Infrastructure	<u>250,000</u>
Total FDsys	4,000,000

Facilities Projects

Upgrade Electrical Substation	3,500,000
Structural Evaluation and Remedy Actions	400,000
Roof Replacement (Main Building)	<u>332,000</u>
Total Facilities	4,232,000
Total Revolving Fund Project Requests	\$ <u>9,764,000</u>

Information Technology Development Projects

Enterprise Storage (\$300,000). Infrastructure funding is necessary to ensure that GPO's IT storage capacity continues to grow to support the agency's application and data storage requirements.

Core Router/Switch Replacements – technology refresh (\$400,000). Replacement and upgrade for segments of GPO's existing core routing infrastructure that have reached end of life.

Data Communications Equipment – technology refresh (\$232,000). Replacement and upgrade of core communications equipment that have reached end of life.

Itanium Servers – technology refresh (\$400,000). Replacement and upgrade of the servers (that have reached end of life) that support GPO's publishing and printing capabilities.

Web Filtering – technology refresh (\$200,000). Replacement and upgrade of the web filtering equipment (that have reached end of life) that protects GPO users from accessing malicious and/or inappropriate internet sites.

FDsys Projects

GPO General Development (\$3,050,000). Development of new FDsys features to support identified needs of key stakeholders, including developing new content collections, increasing content in existing collections, enhancing the accessibility of content, and increasing the discoverability of information in FDsys.

NextGen FDsys Public Website (\$450,000). Completion of development and launch of FDsys NextGen to support a responsive user interface, search engine replacement, publication linking, user interface improvements, and content curation.

Certification of FDsys as a Trustworthy Digital Repository (\$250,000). Development to support the certification of the FDsys Preservation Repository as a Trustworthy Digital Repository.

FDsys Infrastructure (\$250,000). Infrastructure for the hardware, storage and infrastructure environments to manage system performance as FDsys content and usage continues to grow, including support for GPO efforts to migrate FDsys infrastructure components to the Cloud.

Facilities Projects

Upgrade Electrical Substation (\$3,500,000). GPO has only one 480V substation in all of Buildings A, B and C. Since new equipment is 480V by standard (elevators, presses, etc.). GPO will either run out of 480V power, or be forced to use 208V power that is run through a "step-up transformer" to 480V. The latter option is extremely inefficient in operating from a cost perspective. A \$350,000 investment in FY 2015 was approved for the design of a new substation. It represents approximately 10% of the total estimated construction cost, which is the \$3,500,000 requested here. As a reference, the new 480V substation in GPO Building D was approximately \$4,000,000.

Structural Evaluations and Remedy Actions (\$400,000). GPO has areas of concrete floors that are degrading to the point where they may catastrophically fail; specifically, the garage and areas under the sidewalk have been compromised by water leaks, etc. This funding is to continue third party structural analysis, and for ongoing repairs on the areas in the worst condition.

Roof replacement (main) (\$332,000). This represents the next remaining phase of GPO's multi-year roof upgrade to improve energy efficiency and reduce the potential for damage and health & safety concerns that can result from leaks in areas that are currently compromised.

**GOVERNMENT PUBLISHING OFFICE
BUSINESS OPERATIONS REVOLVING FUND**
Analysis of Change 2015 to 2016
(Dollars in Thousands)

	FY 2016 Agency Request	
	FTE	Amount
Obligational Authority, FY 2015	1,790	\$ 666,126
Non-recurring Costs - Equipment to be obligated in FY 2015	-	(35,301)
Mandatory Pay and Related Costs		
Annualization of pay raise for FY 2015		476
Pay raise for FY 2016		3,139
Within-grade increases FY 2016		1,902
Additional Workday in FY 2016	-	735
Total Mandatory Pay and Related Costs	-	6,252
Total Price Level Changes	-	8,370
Program/Project/Activity Increases/Decreases for FY 2016		
Capital expenditures equipment, systems, and facilities	-	24,842
Capital Expenditures to be funded by an Appropriation		
Enterprise Storage		300
Core Router/Switch Replacement		400
Data Communications Equipment		232
Itanium Servers		400
Web Filtering		200
FDsys General Development		3,050
FDsys Next Generation Public Website	-	450
FDsys Certification as a Trustworthy Digital Depository		250
FDsys Infrastructure		250
Upgrade Electrical Substation		3,500
Structural Evaluation and Remedy Actions		400
Roof Replacement (Main)	-	332
Total Expenditures to be funded by an Appropriation	-	9,764
Pers Comp and Benefits Savings from Buyout	(93)	(3,805)
Net change requested	(93)	\$ 10,122
Total Budget FY 2016	1,697	676,248
Total Offsetting Collections	-	666,484
Total 2016 Appropriation	-	\$ 9,764

GOVERNMENT PUBLISHING OFFICE
BUSINESS OPERATIONS REVOLVING FUND
Summary by Object Class
(Dollars in Thousands)

Object Class	FY 2014 Actual	FY 2015 Enacted	FY 2016 Request	FY 2015/2016 Net Change
11 Personnel Compensation	\$ 148,501	\$ 143,838	\$ 145,709	\$ 1,871
12 Personnel Benefits	47,192	46,402	46,978	576
21 Travel	638	761	775	14
22 Transportation of Things	6,525	7,234	7,371	137
23 Rents, Communications and Utilities	14,939	16,908	17,229	321
24 Printing and Reproduction	270,053	246,509	251,193	4,684
25 Other Services	29,253	37,840	38,559	719
26 Supplies and Materials	122,278	131,333	133,828	2,495
31 Equipment	36,489	35,301	34,606	(695)
Total Budget	\$ 675,868	\$ 666,126	\$ 676,248	\$ 10,122



January 28, 2015

The Honorable Tom Graves
Chairman
The Honorable Debbie Wasserman Schultz
Ranking Member
Subcommittee on Legislative Branch
Committee on Appropriations
House of Representatives

Please allow me this opportunity to welcome you, Mr. Chairman, and thank the subcommittee for its continued support of the Government Accountability Office (GAO). I appreciate the confidence this subcommittee has shown in GAO by supporting our efforts to serve Congress and improve government performance, accountability, and transparency.

The fiscal year 2015 funding of \$522 million will allow GAO to have a staff capacity of 3,015 full-time equivalent (FTE) positions. This is a positive step forward in rebuilding our staff capacity, which in recent years had dropped to its lowest level since 1935 due to funding constraints. GAO remains committed to quality and focusing on meeting the highest priorities of Congress and assist in improving government efficiency and effectiveness.

GAO's fiscal year 2016 budget request of \$553.1 million will support 3,055 FTEs, continuing progress towards achieving an optimal level of 3,250 FTEs. The requested funding also provides the resources to maintain current operations and make investments in information technology (IT) and building infrastructure. Costs will be offset with \$33.4 million in reimbursements from program and financial audits, rental income, training services, and bid protest user fees.

GAO provides an exceptional investment, a return of about \$100 for every dollar invested in GAO. In fiscal year 2014, our work resulted in \$54.4 billion in financial benefits and 1,288 program and operational improvements across the federal government.

Benefits have been realized in operational improvements across the government, including public safety and security, program efficiency and effectiveness, public insurance and benefits, acquisition and contract management, tax law administration, and business process and management.

Background

GAO is recognized for its non-partisan, first-hand, 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 2014, we responded to requests from 94 percent of the standing full committees, and almost 70 percent of the standing subcommittees. GAO's analyses and testimony inform debate and decisions by providing facts and supporting documentation. We provide program and technical expertise to support Congress in overseeing the executive branch, evaluating spending priorities, and assessing information from outside parties.

Assisting Congress and the Nation

GAO remains steadfast in our financial stewardship responsibilities by providing high quality work identifying 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 sound analysis and advice, GAO recommends solutions across a vast array of areas to foster government efficiency, effectiveness, and responsiveness on high priority challenges facing Congress and the nation. In fiscal year 2014, we issued 693 reports and made 1,619 new recommendations. On average about 80 percent of GAO's recommendations have been implemented over a four year period.

Our findings are often cited in House and Senate deliberations and committee reports supporting congressional action, including improving federal programs on our High Risk list and addressing fragmentation, overlap, and duplication in government. Congress used our work on a broad range of issues to inform its decisions on important legislation, which also resulted in financial and other benefits for the government.

GAO's Work Helps Congress Avoid Sequestration

For example, some of the key decisions adopted by Congress on the fiscal year 2014 and 2015 budget (the Bipartisan Budget Act of 2013) were linked to GAO's work.

Our efforts helped Congress achieve some of the billions in savings and revenue enhancements needed to avoid sequestration in fiscal years 2014 and 2015, including:

- Expanding the risk-based element of the Pension Benefit Guaranty Corporation's premium rate structure to increase revenues and offset direct spending by \$7.9 billion over 10 years.
- Improving the cost-effectiveness of filling the Strategic Petroleum Reserve resulting in estimated savings of \$3.2 billion over 10 years.

- Reducing overpayments for unemployment insurance by \$159 million over 10 years by identifying fraud or failure to report earnings.
- Reducing improper payments to inmates for disaster relief and other assistance resulting in savings of \$80 million over 10 years.
- Increasing aviation security fees to cover 43 percent of aviation security costs in 2014, saving \$12.6 billion over 10 years.

Other contributions to mitigating the sequester related to our work included capping compensation costs for federal contractors.

GAO's Contributions to a Wide Range of Key Appropriations and Authorization Legislation

The Congress used GAO's work in 2014 to identify legislative solutions to emerging problems, achieve cost savings, and find efficiencies in federal agencies and programs. For example, GAO's work was cited repeatedly in the *Consolidated and Further Continuing Appropriations Act, 2015* (2015 Appropriations Act) and contributed to over a dozen key authorizations and reauthorizations, including for the Department of Defense, the Coast Guard, workforce programs, and agriculture programs. GAO's work also contributed to bills intended to improve veterans health care, federal acquisitions of information technology (IT) and weapons systems, and transparency of federal programs, among others. Examples include:

Cost savings and efficiencies

- In the 2015 Appropriations Act, Congress rescinded funds or reduced Administration proposals for weapon systems, including the Amphibious Combat Vehicle, Joint Tactical Radio System, and the Kiowa Warrior helicopter program for an estimated total of over \$500 million.
- To improve accountability, the Act also withheld funds from agencies, including the Departments of Defense and Energy, until problems identified by GAO were addressed. For example, it withholds funds from the Department of Defense until DOD completes an analysis of alternatives regarding research and procurement activities for the Advanced Extremely High Frequency military satellite communication system.
- The Agricultural Act of 2014 reflected billions of dollars in savings through the end of the direct payment program and clarification of eligibility for farm program payments.
- The Workforce Investment and Opportunity Act reauthorization realigned and streamlined employment and training programs, and the Water Resources Reform and Development Act directed the Army Corps of Engineers to realign projects according to priority.

- The Carl Levin and Howard P. "Buck" McKeon National Defense Authorization Act for Fiscal Year 2015 (2015 NDAA) required the Department of Defense to periodically reassess their headquarters requirements to address growth in headquarters bureaucracy, along with other efficiencies.

Increasing government transparency

- The Digital Accountability and Transparency Act required the federal government to set government-wide data standards for financial data intended to result in consistent, reliable, and searchable government-wide spending data available to the Congress, agency managers, and the public.
- The 2015 Appropriations Act and dozens of authorization acts required federal agencies to report on how they would respond to GAO's findings and recommendations.

Services for veterans

- The Veterans Access, Choice, and Accountability Act reflected GAO's recommendations regarding changes in the procedures for which VA will pay for health care for veterans outside of the VA system.
- It also addresses concerns about coordination between VA and the Indian Health Service on veteran's health care.
- The Act takes measures to improve IT and staff training related to appointment scheduling.
- The FY 15 Appropriations Act instructs DOD to improve cemetery and burial operations, including implementing GAO's recommendations regarding better serving rural veterans.

Responding to emerging security issues

- Five new laws addressing emerging cybersecurity challenges reflected GAO's recommendations, including provisions related to security standards, improving the federal cybersecurity workforce, promoting public and private collaboration regarding cybersecurity, and to clarify and strengthen cybersecurity roles among federal agencies.
- With regard to chemical facility security, GAO's work was reflected in the Protecting and Securing Chemical Facilities Act of 2014, which will result in improved risk assessment procedures.

Improvements to federal acquisitions

- In addition to the savings from weapon systems mentioned above, GAO's work was reflected in the Federal Information Technology Acquisition Reform Act, which addresses cost and performance issues in federal IT acquisitions by

improving the transparency of major IT investments, expanding the Chief Information Officer's authorities, eliminating duplication, and identifying cost savings opportunities.

- Similarly, the Transportation Security Acquisition Reform Act of 2014 requires TSA and DHS to reform their approach to identifying technology investments and monitoring cost, schedule and performance of these acquisitions.

Protecting workers and consumers

- In the 2015 Appropriations Act the Congress addressed the severe financial difficulties of multiemployer pension plans and the Pension Benefit Guaranty Corporation's Multiemployer Insurance Program.
- The Cooperative and Small Employer Charity Pension Flexibility Act also reflected GAO's recommendations regarding these pensions.
- The 2015 Appropriations Act also limits the ability of the National Technical Information Service, within the Department of Commerce, to charge consumers for reports from the Legislative Branch offices that can be obtained from those offices for free.
- It also required the Department of Education to report on how it would implement GAO's recommendations to improve management of the District of Columbia's Opportunity Scholarship Program and ensure that administrative funds can be used to implement them.
- The Coast Guard reauthorization required that information about crime on cruise ships be made easily available on the Department of Transportation's website.

Program and Operational Benefits due to GAO's Work

Many of the benefits resulting from our work cannot be measured in dollars, but led to program and operational improvements across the government. During fiscal year 2014, we recorded 1,288 of these other benefits.¹

GAO's work led to improvements in numerous areas affecting public safety and security and the efficient and effective functioning of government programs. Examples of actions taken by government agencies in response to our work include:

- better guidance and oversight to ensure complete documentation of investigations into abuse allegations at immigration detention facilities;

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 2014 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.

- an improved cyber security governance structure to ensure that federal agencies' efforts to educate the nation's cyber security workforce are effective;
- strengthened oversight of international food aid to ensure that targeted assistance reaches vulnerable groups, such as children and pregnant women, in other countries;
- enhanced security of diplomatic facilities and personnel overseas, including improvements to security standards and efforts to mitigate vulnerabilities;
- better sharing of terrorism-related information with federal and non-federal partners and enhanced efforts to identify and narrow gaps in information sharing;
- informed decision making on the future of nanomanufacturing, including research and development, U.S. competitiveness, and environmental, health, and safety concerns; and
- improved transparency regarding how sequestration decisions were implemented so that agencies can better plan for such events if they occur in the future.

This past fiscal year, GAO also issued revised internal control standards for the federal government and made significant contributions to international auditing standards.

Through the products we issued in fiscal year 2014, we continued to build on bodies of work under our three broad strategic goals: (1) address current and emerging challenges to the well-being and financial security of the American people, (2) help respond to changing security threats and global interdependence, and (3) help transform the federal government to address national challenges.

Work completed in these areas included:

- **Protection of children** – we reported on the need for improvements to school lunches, guidance for states on the use of psychotropic drugs for children in foster care, and preventing sexual abuse of students by school personnel;
- **Veterans** – we reported on out-patient medical care, purchasing and tracking of surgical implants, cost increases and schedule delays in constructing and leasing VA medical facilities, and the accuracy and quality of processing disability claims for veterans;
- **Health care** – we continued to report on the implementation of the Patient Protection and Affordable Care Act (e.g., HealthCare.gov), drug shortages, Internet pharmacies selling counterfeit drugs, Medicare fraud, Medicaid financing, and nursing home care; and
- **Financial literacy** – we reported on retirement security, managed retirement accounts, student loans, college debit cards, and lump sum payment pension scams.

Testimonies

Senior GAO officials testified 129 times before 70 separate committees or subcommittees on issues that touched virtually all major federal agencies. Listed below, by our three external strategic goals, are examples of topics GAO testified on in fiscal year 2014:

Goal 1: *Address Current and Emerging Challenges to the Well-being and Financial Security of the American People*

- Processing Veterans' Disability Benefits
- Early Learning and Child Care
- Social Security Disability Programs
- Timely Outpatient Medical Care for Veterans
- Federal Fiscal Exposure from Climate Risks
- Export-Import Bank Management
- Airport Development and Financing
- Oil and Gas Management
- U.S. Postal Service's Unfunded Benefit Liabilities
- Oversight of Student Loans
- Public Transit Challenges
- Expectations of Government Support for Large Bank Holding Companies
- Federal Efforts Supporting Financial Literacy
- VA Construction of Major Medical Facilities Face Cost Increases and Schedule Delays
- Medicare Fraud

Goal 2: *Respond to Changing Security Threats and the Challenges of Global Interdependence*

- Arizona Border Surveillance Technology Plan
- Personnel Security Clearances
- DOD's POW/MIA Mission and Challenges
- Enhancing Federal Response to Information Security Breaches
- Personnel Security Clearances
- Defense Acquisition Management Reforms
- DHS Chemical Security Program
- DHS's Progress Addressing High Risk Issues
- DOD Acquisition Risks: F-35 Joint Strike Fighter
- NASA Export Controls
- Nuclear Nonproliferation
- DHS Research and Development Oversight
- Defense Health Reform
- USAID Support for Haiti's Reconstruction
- Space Launch Acquisitions
- HealthCare.gov Security and Privacy Controls
- TSA's Screening Partnership Program

Goal 3: *Help Transform the Federal Government to Address National Challenges*

- Biosafety Lapses in High Containment Labs
- Use of Psychotropic Medications for Foster Children
- Patient Protection and Affordable Care Act Enrollment Controls
- Leveraging Best Practices for IT Acquisitions
- Monitoring Improper Payments
- IT Reform
- Government-wide Challenges to Efficiency and Effectiveness
- Reducing Fragmentation, Overlap, and Duplication in Federal Programs
- DOD Financial Management

In addition, 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. More than 31,300 people now get our testimonies, reports, and legal decisions daily on Twitter.

High Risk Program

GAO maintains a list for Congress of High Risk areas, which focuses on government operations that are at high risk of fraud, waste, abuse, and mismanagement, or need transformation to address economy, efficiency, or effectiveness challenges. There are currently 30 areas identified on the list in the following six broad areas touching on every aspect of government operations:

- ***Strengthening the Foundation for Efficiency and Effectiveness***, including management of federal oil and gas resources, modernizing the U.S. financial regulatory system and federal role in housing finance;
- ***Transforming DOD Program Management***;
- ***Ensuring Public Safety and Security***, including mitigating gaps in weather satellite data and protecting public health through enhanced oversight of medical products;
- ***Managing Federal Contracting More Effectively***, including at DOD, NASA and DOE;
- ***Assessing the Efficiency and Effectiveness of Tax Law Administration***; and
- ***Modernizing and Safeguarding Insurance and Benefit Programs***.

Solving these high risk problems has the potential to save billions of dollars, improve service to the public, and strengthen the performance and accountability of the U.S. government.

GAO continues to monitor federal operations that we've previously designated as high risk and conducted outreach with the OMB and executive branch agencies to discuss how to make progress in these areas. In fiscal year 2014, our high-risk work resulted in 153 reports, 43 testimonies, \$23.9 billion in financial benefits, and 455 other benefits.

The complete list of high-risk areas is also included as Enclosure I. Details on each high-risk area can be found at <http://www.gao.gov/highrisk/overview>. Our next update is due to be issued in February 2015.

Fragmentation, Overlap, and Duplication

GAO issued the fourth annual report identifying 26 new areas and 64 actions that could reduce fragmentation, overlap, and duplication, as well as other cost savings and revenue enhancement opportunities across the federal government. To date, we have

identified 188 areas where opportunities exist for executive branch agencies or Congress to reduce, eliminate, or better manage fragmentation, overlap, or duplication; achieve cost savings; or enhance revenue. These areas span a broad range of government missions and functions.

Within these 188 areas, we've identified approximately 440 actions that executive branch agencies and Congress could take to address these opportunities for greater efficiency and effectiveness. As of November 2014, 18 percent of the recommended actions have been addressed; 65 percent have been partially addressed; and 17 percent have not been addressed.

We estimate that executive branch and congressional efforts to address actions identified by GAO have resulted in over \$10 billion in realized savings with an additional \$60 billion in financial benefits to be accrued over the next 10 years. Implementing other suggested actions could result in tens of billions of dollars more in cost savings and enhanced revenues. For example, in 2012, GAO reported that the military's approach to acquiring combat uniforms was fragmented, which could increase battlefield risk and increase costs. As a result of a provision to the National Defense Authorization Act for Fiscal Year 2014, the Army did not field new camouflage uniforms, avoiding \$4.2 billion in costs over 5 years.

To assist congressional oversight of these issues, we maintain GAO's Action Tracker, a publicly accessible website containing the status of actions suggested in this series of reports. The website allows Congress, executive branch agencies, and the public to track the progress the government is making in addressing the issues we have identified.

Legal Work

In fiscal year 2014, GAO published 22 appropriations decisions, opinions, and letters on wide-ranging issues such as DOD's transfer of individuals from Guantanamo Bay, and the District of Columbia's budget autonomy. GAO attorneys also provided ongoing appropriations law assistance to various congressional committees and federal agencies navigating the government shutdown.

We also assisted Congress on a number of other matters, including continuing advice on the implementation of sequestration. Finally, GAO's Office of General Counsel handled more than 2,500 bid protest cases during fiscal year 2014, issuing more than 500 decisions on the merits.

The Consolidated Appropriations Act, 2014, directed GAO to develop an electronic bid protest filing system. The statute also authorized the collection and use of fees to offset the costs of that system. We conducted outreach with Congress and small business and veterans groups identified by congressional stakeholders regarding the implementation of a filing fee. Regular updates are provided on our progress to the House and Senate Committees on Appropriations.

We are making progress in developing the system. After considering the functional requirements for an electronic filing system, with an emphasis on IT security issues, we conducted market research through a Request for Information. We invited several vendors to provide demonstrations of their capabilities, and we developed a prototype bid protest electronic filing system as a proof of concept. We currently expect to complete development and launch the system by the end of calendar 2015.

Strategic Plan for Serving Congress

In February 2014, GAO released its updated Strategic Plan: *Serving the Congress and the Nation 2014-2019 (GAO-14-1SP)*. 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 (Enclosure II) summarizes the global trends, as well as the strategic goals and objectives that guide our work.

While summarizing trends shaping the United States and its place in the world, the strategic plan reflects the areas of work we plan to undertake, including science and technology, weapons systems, healthcare, homeland security, the environment, and energy.

GAO will also increase collaboration with other national audit offices to ensure sound collaboration and coordination on global issues that directly affect the United States, including international financial markets.

Managing Workload by Focusing Resources on Congressional Priorities

To manage our congressional workload, we continue to take steps to ensure our work supports the highest congressional legislative and oversight priorities while focusing on areas where there is the greatest potential for results, such as cost savings and improved government performance.

We actively coordinate with congressional committees in advance of new statutory mandates² by 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 2014, 33 percent of our audit resources were devoted to mandates and 63 percent to congressional requests. I regularly meet with Chairs and Ranking Members of committees and subcommittees to hear firsthand feedback on our performance. Their priorities help ensure we maximize the return on your investment in us.

² Congressional mandates include requirements directed by statutes, congressional resolutions, conference reports, and committee reports.

As a matter of routine, GAO reviews its list of recurring mandates (i.e., those that have repeating requirements over time) on an annual basis, and works with the appropriate committees to revise or repeal, as appropriate, those mandates on topics or programs which have already been fully analyzed, thereby freeing up resources for higher congressional priorities.

During the second session of the 113th Congress, we collaborated with the Congress to revise or repeal GAO's mandated reporting requirements which had, over time, lost relevance or usefulness. Specifically, GAO worked with responsible committees to have six mandates repealed or revised as part of the 2014 National Defense Authorization Act. In addition, HR 4194, Government Reports Elimination Act repeals or revises an additional 11 mandates, and the National Defense Authorization Act for FY 2015 included provisions to modify or repeal 4 reporting requirements for GAO. Both of these were passed by the Congress and signed by the President in November 2014.

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

On December 9, 2014, the Partnership for Public Service announced that GAO placed second among mid-size agencies in the best places to work in the federal government, and ranked number one in its support of diversity in that same category. GAO has consistently placed among the top five on the Partnership's list since 2005.

We continuously strive to be the employer of choice in the public sector. Our ranking results from the dedicated efforts of the entire GAO team and leadership for their commitment in continuing to make GAO one of the Best Places to Work. GAO management remains committed 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.

Our talented, diverse, and high-performing, workforce is essential in fulfilling our mission of supporting Congress. While progress has been made, we still face challenges in addressing critical human capital management issues, including preparing for retirements of key subject matter experts, senior executives, and other key leaders; maintaining a performance-based and inclusive culture that helps motivate and retain a talented and diverse staff; and maintaining workplace and work-life practices that meet the needs of an evolving workforce in an equitable manner.

A significant proportion of our employees are currently retirement eligible. Presently, 40 percent of our senior executive staff and 21 percent of our supervisory analysts are eligible. In fiscal year 2015, through a targeted recruiting strategy to address critical skills gaps, we plan to hire entry-level staff and student interns to achieve staff capacity

of 3,015 FTEs. 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 FTEs. Our fiscal year 2016 budget seeks funding for a 3,055 FTE level to help us continue replenish the much needed pipeline of entry-level and experienced analysts to meet future workload challenges.

Priority Areas for Increased Staffing

GAO has identified areas that merit increased review and attention as additional staffing is made available including:

- **Continued Identification and Reduction in Improper Payments** – In fiscal year 2014 improper payments made in federal programs were estimated to be over *\$124 billion*, nearly *\$19 billion* higher than reported for fiscal year 2013. Moreover, much of this increase is in two of the fastest growing programs in terms of federal expenditures – Medicare and Medicaid. GAO will continue to be vigilant in identifying improper payments and providing recommendations to prevent this wasteful practice.
- **The tax gap** – The gap between taxes owed and taxes paid is an estimated *\$385 billion* each year. There is about an 84 percent compliance rate on taxes owed to the federal government. GAO has identified a number of opportunities for the Internal Revenue Service (IRS) to get better data to do the necessary comparisons and increase collections. GAO will continue to devote resources to this area. The additional resources will enable us to expand our work in finding ways to further close the tax gap.
- **Science and Technology** – Congress asked GAO to conduct assessments in science and technology areas, such as satellite and space programs, sophisticated weapons systems, as well as the environmental and energy sectors. GAO has also developed the capability to do science and technology assessments, and will continue to replenish our staff capacity to maintain a strong position in this area.

Telework/Workspace-Sharing Pilots Reduce Costs and Improve Operational Efficiency

GAO remains committed to sound operational efficiency and effectiveness. Our telework/workspace-sharing pilot has provided an opportunity for staff to work remotely while maintaining quality and productivity. This strategy has allowed GAO to reduce our physical footprint in the field and achieve cost savings of \$2 million.

GAO is presently assessing the prospect of telework/workspace-sharing pilots in our Washington, D.C. headquarters. Implementation in headquarters may provide opportunities to streamline space usage and release space for lease to a future tenant, resulting in additional revenue. Results of the pilot will be critical to determining the potential for space reductions.

Operational Efficiency

In addition to addressing critical staffing needs, the fiscal year 2016 budget request also focuses funding on two other areas, information technology and facility operation and maintenance.

Information Technology

GAO's IT systems are an essential component in ongoing efforts to maintain efficient and effective business operations and to provide timely data needed to inform management decisions.

Improvements to our aging IT software will streamline business operations, reduce redundant efforts, increase staff effectiveness and productivity, improve access to information, facilitate a more agile and mobile workforce, and improve operational efficiency.

We continue to implement many of these actions in a phased approach to promote efficiencies and monitor effectiveness. In fiscal year 2016, we plan to:

- complete implementation of the first phase of a new content creation system, which will automate the creation, indexing, referencing, review, approval, and publishing of GAO products via a standard workflow;
- increase the availability of our core network wireless infrastructure at both headquarters and the field offices; and
- strengthen our cellular signal with a new antenna capability, which will allow GAO to change providers without needing to upgrade internal antennas.

These efforts will strengthen GAO's technology infrastructure and support an array of engagement management, human capital, and financial management systems.

Building and Security

GAO plans to upgrade critical aging building systems to ensure more efficient operations and security. To support these requirements our fiscal year 2016 budget request includes resources to:

- make general structural and architectural repairs, including the elevator shafts, interior walls, auditorium walls, stage, projection booth, and the handicapped lift;
- continue addressing priority items identified in the asset management plan for critical repairs, end-of-life replacements, and energy saving investments in the headquarters building, including replacement of the 1st floor heating and air conditioning system and the overhaul and retrofit of two chillers;

- complete the headquarters lockdown project, which would provide building guards with the capability to lock all street exit doors more quickly in the event of an emergency or threat; and
- install Joint Worldwide Intelligence Communication System capabilities to facilitate access to DOD's Top Secret/SCI internet.

Center for Audit Excellence

The Consolidated and Further Continuing Appropriations Act, 2015, enacted in December 2014, directed GAO to establish a Center for Audit Excellence to build institutional auditing capacity and promote good governance by providing training and assistance to qualified personnel and entities, and authorized GAO to charge fees for the Center's products and services.

The Center's mission is to enhance good governance and build the institutional auditing capacity of domestic and international audit organizations by providing high quality training, technical assistance, and related services that leverage GAO's position as a global leader in auditing.

A business plan will be provided to the Appropriations Committees that will outline several key principles to help ensure effective operation of the Center.

Concluding Remarks

I want to again thank you and the subcommittee for your ongoing interest and commitment to GAO. We value the opportunity to provide Congress and the nation with timely, insightful analysis on the challenges facing the country. Our fiscal year 2016 budget requests the resources to ensure that we can continue to address the highest priorities of the Congress.

GAO's fiscal year 2016 budget request is a fiscally responsible approach that will better position GAO to continue to support Congress and foster government accountability, address long-standing challenges, and keep a watchful eye on the nation's future.

I appreciate, as always, your careful consideration of the GAO 2016 budget request and the Committee's support. I look forward to discussing our request with you.



Gene L. Dodaro
Comptroller General
Of the United States

Enclosures (2)

GAO's High Risk List as of September 30, 2014
Strengthening the Foundation for Efficiency and Effectiveness

- Limiting the Federal Government's Fiscal Exposure by Better Managing Climate Change Risks
- 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
- 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 2014-2019

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 2016, 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
Summary Budget Schedules	C-1
<p>This section includes summary schedules displaying GAO's staffing and funding resources including:</p> <ul style="list-style-type: none"> • Resource summaries by program; • Analyses of changes from fiscal year 2015 to 2016 <ul style="list-style-type: none"> By program, and By object classification; • Explanation of changes; and • Resource summaries by object classification. 	
BUDGETARY RESOURCES	
<p>This section describes the program components, accomplishments, plans, and resource needs for our 3 major programs, including human capital, engagement support, and infrastructure operations.</p>	
Human Capital	D-1
<p>This section describes:</p> <ul style="list-style-type: none"> • Salaries and benefits; • Recruitment and retention; • Training and development; and • Other compensation. 	

	<u>Page</u>
Engagement Support	E-1
This section includes:	
<ul style="list-style-type: none"> • Travel; and • Specialized data and expertise. 	
Infrastructure Operations	F-1
This section includes:	
<ul style="list-style-type: none"> • Information technology; • Building and security services; and • Administrative support services. 	
Mission, Results, Performance and Plans	
Fiscal Year 2016 Performance Plan	G-1
This section includes GAO's fiscal year 2016 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 2010–2014, and describes performance measures and planned work for fiscal years 2015 and 2016.	

Overview of Fiscal Year 2016 Budget Request

GAO is requesting an appropriation of \$553.1 million for fiscal year 2016, an increase of \$31.1 million or 5.9 percent over the fiscal year 2015 appropriation of \$522.0 million. This increase will allow us to continue to rebuild our staff capacity and make critical investments in our infrastructure.

GAO also plans to offset some of our needs with \$33.4 million in offsetting receipts and reimbursements from program and financial audits, rental income and receipts from bid protest user fees. GAO's proposed budget authority of \$586.5 million provides the funding necessary to help ensure that GAO can continue to meet the needs of Congress.

GAO's fiscal year 2016 budget supports a full-time equivalent (FTE) staffing level of 3,055 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.

GAO is also seeking authority to promote good governance by allowing GAO to accept staff from other agencies on a reimbursable, partially-reimbursable, or non-reimbursable basis to develop expertise and gain experience that will enhance good government at their own agencies. GAO plans to use this authority sparingly upon the request of other agencies.

A summary of GAO's funding sources for our fiscal year 2010 baseline and fiscal years 2014 – 2016 is shown in Table 1.

Table 1: FY 2010 Baseline and 2014 – 2016 Summary of Budget Authority (dollars in thousands)

Funding Source	Fiscal Year 2010 Actual		Fiscal Year 2014 Actual		Fiscal Year 2015 Estimate		Fiscal Year 2016 Request	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Salaries and Expenses Appropriation		\$556,325		\$505,293		\$522,000		\$553,058
Non-legislative-branch appropriation ^a		21,804		70		-		-
Offsetting receipts ^b		10,892		20,898		25,000		25,000
Reimbursements ^c		10,214		2,330		6,405		7,955
Center for Audit Excellence ^d		-		-		-		450
Total budget authority	3,347	\$599,235	2,891	\$528,591	3,015	\$555,405	3,055	\$586,463

^a Includes 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 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 Securities and Exchange Commission (SEC).

^c Estimated reimbursements of GAO's costs incurred in conducting mandated program and financial audits of the Federal Housing Finance Agency, Consumer Financial Protection Bureau, SEC, Troubled Asset Relief Program, operation of the Federal Accounting Standards Advisory Board, and collection of bid protest system user fees.

^d The Consolidated and Further Continuing Appropriations Act, 2015, enacted in December 2014, directed GAO to establish a Center for Audit Excellence to build institutional auditing capacity and promote good governance by providing training and assistance to qualified personnel and entities, and authorized GAO to charge fees for the Center's products and services.

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 2014 accomplishments, and plans for fiscal years 2015 and 2016 are included in the Budgetary Resources section of this document.

In preparing the fiscal year 2016 request, GAO's Executive Committee continued to implement steps that will return GAO to its optimal FTE level of 3,250 over the next several years, optimize business operations, and bring in additional sources of revenue. GAO's primary goal continues to be supporting Congress by providing the highest quality products possible.

With that said, budget austerity measures in recent years have taken a toll on GAO and its ability to support the Congress. At the low point in fiscal year 2013, GAO lost almost 500 FTEs and about \$77 million in appropriated funding from the fiscal year 2010 level. Despite these challenges, GAO

staff performed admirably through their continued commitment, dedication, expertise, and selfless service.

While a wealth of institutional knowledge has departed without replacement since fiscal year 2010, GAO started to reverse this trend in fiscal year 2014. GAO's requested funding in fiscal year 2016 will allow us to continue replacing critical losses and reach an FTE level of 3,055.

In response to ongoing fiscal constraints, we continue to aggressively pursue opportunities to streamline business processes, provide staff more flexibility, and increase the effectiveness of our administrative operations.

As a knowledge-based organization, human capital costs represent over 80 percent of our total resources. In order to preserve our staff capacity to the extent possible, between fiscal years 2010 and 2014, GAO reduced its engagement and infrastructure costs by almost 25 percent. After several years of fiscal constraint, extremely limited hiring, and ongoing attrition, GAO's staffing

Table 2: FY 2010 Baseline and 2014 – 2016 Summary of Resources by Program (dollars in thousands)

Program	Fiscal Year 2010 Actual		Fiscal Year 2014 Actual		Fiscal Year 2015 Estimate		Fiscal Year 2016 Request		Net Change Fiscal Year 2015/2016		Change Fiscal Year 2010/2016	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Human capital	3,347	\$463,657	2,891	\$426,872	3,015	\$455,444	3,055	\$477,882	40	\$22,418	(292)	\$14,206
									1.3%	4.9%	(8.7%)	3.1%
Engagement support		16,797		10,715		11,950		12,075		125		(4,722)
										1.0%		(28.1%)
Infrastructure operations		118,781		91,004		88,011		96,526		8,515		(22,255)
										9.7%		(18.7%)
Total budget authority	3,347	\$596,235	2,891	\$528,591	3,015	\$555,405	3,055	\$586,463	40	\$31,058	(292)	(\$12,772)
									1.3%	5.6%	(8.7%)	(2.1%)
Offsets		\$(42,910)		\$(23,298)		\$(33,405)		\$(33,405)		\$		\$ 9,505
										0.0%		(22.2%)
Appropriation		\$556,325		\$505,293		\$522,000		\$553,058		\$31,058		(\$ 3,267)
										5.6%		(0.6%)

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. GAO was able to rebound from the low point set in fiscal year 2013 and began replacing staff at all levels in fiscal year 2014.

Our fiscal year 2015 funding will allow GAO to continue to boost its staff capacity to 3,015 FTEs, reversing the downward trajectory that GAO has experienced in recent years. Our fiscal year 2016 budget seeks funding to continue this trend and 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 2016, GAO is requesting an increase to replace aged systems and begin investments to improve operations and promote efficient business practices. These activities are essential to ensure our continued productivity and effectiveness. This will avoid more costly repairs down the road, and help ensure our ability to exchange data with other federal entities.

- **Streamline Report Content Creation.** A major component of GAO's effort to streamline the efficiency of engagements is a multiyear project to automate the creation, indexing, referencing, review and approval, and

publishing of GAO products via a standard workflow. In fiscal year 2015, we plan to start development of a solution 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.

- Continue addressing priority items identified in the asset management plan for critical repairs, end-of-life replacements, and energy saving investments in the headquarters building, including replacement of the 1st floor heating and air conditioning system and the overhaul and retrofit of two chillers.
- Continue to assess enhanced telework/workspace sharing pilots in headquarters. In fiscal years 2014 and 2015 we expect to further reduce our physical footprint in the field, saving on future 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.
- Work cooperatively with the Legislative Branch Financial Management Council (LBFMC) to assess opportunities to streamline and consolidate financial management and administrative operations.

Summary of Changes

A summary of the changes in our funding requirements from fiscal year 2015 to 2016 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 2016 budget request includes an increase of \$22.2 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 2015 staffing and pay actions;
- the January 2016 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 2016 budget request includes an increase of \$1.5 million to cover inflationary increases in facilities, IT and administrative operations.

Net Program Changes

GAO's fiscal year 2016 budget request includes \$7.3 million to make critical investments in GAO's IT systems and building infrastructure.

Table 3: Fiscal Year 2015 – 2016 Summary of Requested Changes (dollars in thousands)

Funding Source	FTE	Amount
FY 2015 Appropriation	3,015	\$522,000
FY 2016 Changes:		
Pay-related costs		22,218
Price Level		1,507
Net Program changes		7,333
Total FY 2016 Changes	40	\$31,058
FY 2016 Appropriation	3,055	\$553,058

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, \$553,058,000: Provided, That, in addition, \$25,450,000 of payments received under sections 782, 791, 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. 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 a reimbursable, partially-reimbursable, or nonreimbursable basis.”

Schedule A

**Government Accountability Office
Resource Summary by Program**
(dollars in thousands)

Program	Fiscal Year 2010 Actual		Fiscal Year 2014 Actual		Fiscal Year 2015 Estimate		Fiscal Year 2016 Request		Change Fiscal Year 2015/2016		Change Fiscal Year 2010/2016	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Human capital	3,347	\$463,657	2,891	\$426,872	3,015	\$455,444	3,055	\$477,882	40	\$22,418	(292)	\$14,205
									1.3%	4.9%	(8.7%)	3.1%
Engagement support		16,787		10,715		11,950		12,075		125		(4,722)
										1.0%		(28.1%)
Infrastructure operations		118,781		91,004		88,011		96,526		8,515		(22,255)
										9.7%		(18.7%)
Total budget authority	3,347	\$589,235	2,891	\$528,591	3,015	\$555,405	3,055	\$586,463	40	\$31,058	(292)	(\$12,772)
									1.3%	5.6%	(8.7%)	(2.1%)
Offsets ^a												
Non-legislative branch appropriations		\$(21,804)		\$ (70)		\$ -		\$ -		\$ -		\$21,804
										0.0%		(100.0%)
Offsetting Receipts		(10,892)		(20,898)		(25,000)		(25,000)		-		(14,108)
										0.00%		129.5%
Reimbursements		(10,214)		(2,330)		(8,405)		(7,856)		450		2,258
										(5.4%)		(22.1%)
Center for Audit Excellence		-		-		-		(450)		(450)		(450)
										100.0%		100.0%
Appropriation	3,347	\$566,325	2,891	\$505,293	3,015	\$522,000	3,055	\$558,658	-	\$31,658	(-)	(\$ 3,207)
										5.9%		(6.8%)

^a Includes offsetting receipts and reimbursements from program and financial audits, rental income, training fees, 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.

Additional information can be found on pages C-5 – C-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 2014 Actual		Fiscal Year 2015 Estimate		Fiscal Year 2016 Request		Change Fiscal Year 2015/2016		Change Fiscal Year 2016/2015	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Human capital												
Salaries & benefits	3,347	\$445,818	2,891	\$415,057	3,015	\$441,495	3,055	\$463,585	40	\$22,070	(292)	\$17,747
									1.3%	5.0%	(8.7%)	4.0%
Recruitment & retention		9,187		5,972		6,241		6,297		56		(2,890)
										0.9%		(31.5%)
Training & development		4,666		3,060		3,550		3,700		150		(968)
										4.2%		(20.7%)
Other compensation		3,986		2,783		4,158		4,300		142		314
										3.4%		7.9%
Subtotal	3,347	\$463,657	2,891	\$426,872	3,015	\$455,444	3,055	\$477,682	40	\$22,418	(292)	\$14,205
									1.3%	4.9%	(8.7%)	3.1%
Engagement support												
Travel		\$13,779		\$7,516		\$7,800		\$7,925		\$125		(\$5,854)
										1.6%		(42.5%)
Specialized data & expertise		3,016		3,199		4,150		4,150		-		1,132
										0.0%		37.5%
Subtotal		\$16,797		\$10,715		\$11,950		\$12,075		\$125		(\$4,722)
										1.0%		(28.1%)
Infrastructure operations												
Information technology		\$56,589		\$48,157		\$46,165		\$51,000		\$4,835		(\$5,589)
										10.5%		(9.9%)
Building & security		41,035		31,611		29,297		32,900		3,603		(8,135)
										12.3%		(19.8%)
Administrative & support services		21,157		11,236		12,549		12,626		77		(8,531)
										0.6%		(40.3%)
Subtotal		\$118,781		\$91,004		\$88,011		\$96,526		\$8,515		(\$22,250)
										8.7%		(18.7%)
Total budget authority	3,347	\$599,235	2,891	\$528,591	3,015	\$555,405	3,055	\$586,463	40	\$31,038	(292)	(\$12,772)
									1.3%	5.6%	(8.7%)	(2.1%)
Offsets *		\$(42,910)		\$(23,298)		\$(33,405)		\$(33,405)		\$ -		\$9,505
										0.0%		(22.2%)
Appropriation		\$556,325		\$505,293		\$522,000		\$553,058		\$31,058		(\$3,267)
										5.9%		(0.6%)

* Includes offsetting receipts and reimbursements from program and financial audits, rental income, training fees, 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 2015 Estimate	Fiscal Year 2016 Changes			Total Net Change	Fiscal Year 2016 Request
		Pay-Related	Price Level	Program		
Human capital	\$455,444	\$22,218	\$	\$ 200	\$22,418	\$477,862
Engagement support	11,960			125	125	12,075
Infrastructure operations	88,011		1,507	7,008	8,515	96,526
Total budget authority	\$555,405	\$22,218	\$1,507	\$7,333	\$31,058	\$586,463
Offsets:						
Offsetting receipts	\$(25,000)	\$	\$	\$	\$	\$(25,000)
Reimbursements	(8,405)			450	450	(7,955)
Center for Audit Excellence				(450)	(450)	(450)
Salaries & expenses appropriation	\$522,000	\$22,218	\$1,507	\$7,333	\$31,058	\$553,058

Additional information can be found on pages C-5 – C-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 2015 Estimate	Fiscal Year 2016 Changes			Total Net Change	Fiscal Year 2016 Request
		Pay-Related	Price Level	Program		
Human capital						
Salaries and benefits	\$441,495	\$22,070	\$	\$ -	\$22,070	\$463,565
Recruitment and retention	6,241	6		50	56	6,297
Training and development	3,550			150	150	3,700
Other compensation	4,158	142		-	142	4,300
Subtotal	\$455,444	\$22,218	\$ -	\$200	\$22,418	\$477,862
Engagement support						
Travel	\$7,800	\$	\$	\$125	\$125	\$7,925
Specialized data and expertise	4,150					4,150
Subtotal	\$11,950	\$	\$ -	\$125	\$125	\$12,075
Infrastructure operations						
Information technology	\$46,165	\$	\$820	\$4,015	\$4,835	\$51,000
Building and security services	29,297		476	3,127	3,603	32,900
Administrative and support services	12,549		211	(134)	77	12,626
Subtotal	\$88,011	\$ -	\$1,507	\$7,008	\$8,515	\$96,526
Total budget authority						
	\$558,405	\$22,218	\$1,507	\$7,333	\$31,058	\$586,463
Offsets						
Offsetting receipts	\$(25,000)	\$	\$	\$	\$	\$(25,000)
Reimbursements	(8,405)			450	450	(7,955)
Center for Audit Excellence				(450)	(450)	(450)
Salaries & expenses appropriation	\$522,000	\$22,218	\$1,507	\$7,333	\$31,058	\$563,058

Pay-Related Costs

GAO's fiscal year 2016 budget request includes \$22.2 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	\$ 9,326
1b. Civilian pay raise	8,302
1c. Performance-based merit increases	7,754
1d. Attrition	(12,464)
1e. Hiring	8,252
1f. Promotions	\$ 900
	\$22,070
2. Recruitment and retention	
2a. Rewards and recognition	6
3. Other compensation	
3a. Benefits for former personnel	10
3b. Lump sum terminal leave	132
Total pay-related costs	\$22,218

Explanation of Changes

- 1a. Represents the amount needed to maintain the onboard staffing level at the start of fiscal year 2016 assuming no other changes in staffing or pay, i.e., to achieve the full-year (annualized) cost of fiscal year 2015 hiring and pay adjustments offset by savings from fiscal year 2015 retirements and attrition.
- 1b. Funds the cost of the anticipated January 2016 civilian pay raise at 2.2 percent based on guidance from 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 180 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 2016, GAO plans to hire staff to address succession planning and skill gap needs, and fill critical vacancies.
- 1f. Provides funds 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. Increase in Performance Based Compensation bonuses due to higher staffing level.
- 3a. Funds the mandatory increase in pension costs for the former Comptroller General.
- 3b. Funds the projected cost associated with lump sum leave payments for separating employees.

Price Level Changes

GAO's fiscal year 2016 budget request includes an increase of \$1.5 million to cover inflationary increases in information technology, building and security services, and administrative operations.

Table 1b: Supplemental Data on Price Level Costs (dollars in thousands)

Program	Amount of change
1. Information technology	\$ 820
2. Building and security services	476
3. Administrative and support services	211
Total price level changes	\$1,507

Explanation of Changes

1. Reflects an increase of 1.8 percent to cover annual rate increases for contract services which support network operations, maintenance of critical legacy systems, and other information technology tools and services supporting GAO's business operations.
2. Reflects an increase of 1.6 percent to cover annual rate increases to support building and security services ongoing operations.
3. Reflects an increase of 1.7 percent to cover annual rate increases in administrative and support services contracts to maintain current operations.

Program Changes

GAO's fiscal year 2016 budget request includes a net increase of \$7.3 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 repayment	\$ 50
2. Training and development	150
3. Travel	125
4. Information Technology	4,015
5. Building and security services	3,127
6. Administrative and support services	(134)
7. Reimbursements	450
8. Center for Audit Excellence	(450)
Total program changes	\$7,333

Explanation of Changes

1. Provides an increase in student loan repayments to support the increase in GAO's staffing level in fiscal year 2015. These funds enable GAO to provide a 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. Provides an increase in training funds to support the increase in GAO's staffing level in fiscal year 2015.
3. Provides an increase in travel funds to support the increase in GAO's staffing level in fiscal year 2015.
4. Represents the amount needed to fund the full-year (annual) cost of IT support contracts in fiscal year 2016 and support critical initiatives to enhance program efficiency.
5. Provides funds to make critical investments in aging building infrastructure, including two major life cycle replacements related to heating, cooling, and ventilation systems in the headquarters building.
6. Reflects a decrease in administrative services contracts.
7. 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.
8. Reflects estimated fees from users to reimburse GAO for training provided by the Center for Audit Excellence to members of the domestic and international audit community.

Schedule A-2

Government Accountability Office
Resource Summary by Object Classification
(dollars in thousands)

Object Classification	Fiscal Year 2010 Actual	Fiscal Year 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Cumulative Change Fiscal Year 2010/2016
11.1 Full-time permanent staff	\$334,255	\$309,126	\$322,777	\$336,507	4.3%	0.7%
11.3 Other than full-time permanent staff	23,588	16,389	20,038	22,135	10.5%	(6.1%)
11.5 Other personnel compensation	2,894	3,612	3,691	3,697	0.2%	37.2%
12.1 Civilian personnel benefits	98,044	94,426	105,150	111,575	6.1%	13.8%
13 Benefits for former personnel	410	246	238	248	4.2%	(39.5%)
Total pay-related	\$458,991	\$423,799	\$451,894	\$474,162	4.9%	3.3%
21 Travel and transportation of persons	\$13,826	\$7,551	7,840	7,965	1.6%	(42.4%)
22 Transportation of things	22	11	-	-	0.0%	(100.0%)
23.1 Rental payments to GSA	8,272	7,098	6,561	6,391	(2.6%)	(22.7%)
23.2 Rental payments to others	61	14	1	1	0.0%	(98.4%)
23.3 Communications, utilities, and misc. charges	9,744	7,316	7,283	8,887	(5.4%)	(29.3%)
24 Printing and reproduction	735	175	102	102	0.0%	(86.1%)
25.1 Advisory and assistance services	4,657	3,000	3,477	3,615	4.0%	(22.4%)
25.2 Other services	24,041	15,333	16,743	16,174	(3.4%)	(32.7%)
25.3 Goods and services from government accounts	629	449	444	455	2.5%	(28.0%)
25.4 Operation and maintenance of facilities	11,273	9,741	8,440	8,327	(1.3%)	(26.1%)
25.7 Operation and maintenance of equipment	44,509	46,745	43,803	46,681	6.6%	4.9%
26 Supplies and materials	1,790	825	1,043	1,068	2.4%	(40.3%)
31 Equipment	13,706	2069	2,875	5,621	95.5%	(59.0%)
32 Land and structures	6,969	4,459	4,799	8,914	85.7%	27.9%
42 Insurance claims and indemnities	10	6	100	100	0.0%	900.0%
Total non pay-related	\$140,244	\$104,792	\$103,511	\$112,301	8.5%	(18.9%)
Total budget authority	\$599,235	\$528,591	\$555,405	\$586,463	5.6%	(2.1%)
Non-legislative branch appropriations	\$(21,804)	\$ (70)	\$ -	\$ -	0.0%	(100.0%)
Offsetting receipts	(10,892)	(20,896)	(25,000)	(25,000)	0.0%	129.5%
Reimbursements	(10,214)	(2,330)	(8,405)	(7,955)	(5.4%)	(26.5%)
Center for Audit Excellence	-	-	-	(450)	100.0%	100.0%
Salaries and expenses appropriation	\$556,325	\$505,293	\$522,000	\$553,058	5.9%	(0.8%)

Schedule B-2

Government Accountability Office
Resource Summary
Analyses of Changes by Object Classification
(dollars in thousands)

Object Classification	Fiscal Year 2015 Estimate	Fiscal Year 2016 Change				Fiscal Year 2016 Request
		Pay Related	Price Level	Program Change	Total Net Change	
11.1 Full-time permanent staff	\$322,777	\$13,730	\$	\$	\$13,730	\$336,507
11.3 Other than full-time permanent staff	20,038	2,097			2,097	22,135
11.5 Other personnel compensation	3,691	6			6	3,697
12.1 Civilian personnel benefits	105,150	6,375	-	50	6,425	111,575
13 Benefits for former personnel	238	10			10	248
Total pay-related	\$451,894	\$22,218	\$	\$ 50	\$22,268	\$474,162
21 Travel and transportation of persons	\$7,840	\$	\$	\$ 125	\$125	\$7,965
23.1 Rental payments to GSA	6,561	-		(170)	(170)	6,391
23.2 Rental payments to others	1	-				1
23.3 Communications, utilities, and misc. charges	7,283		97	(493)	(396)	6,887
24 Printing and reproduction	102	-				102
25.1 Advisory and assistance services	3,477	-		138	138	3,615
25.2 Other services	16,743		377	(946)	(569)	16,174
25.3 Goods and services from government accounts	444	-	11		11	455
25.4 Operation and maintenance of facilities	8,440	-	111	(224)	(113)	8,327
25.7 Operation and maintenance of equipment	43,803	-	850	2,028	2,878	46,681
26 Supplies and materials	1,043		13	12	25	1,068
31 Equipment	2,875		48	2,598	2,746	5,621
32 Land and structures	4,799	-	-	4,115	4,115	8,914
42 Insurance claims and indemnities	100	-	-	-	-	100
Total non pay-related	\$103,511	\$ -	\$1,507	\$7,333	\$8,790	\$112,301
Total budget authority	\$555,405	\$22,218	\$1,507	\$7,333	\$31,058	\$586,463
Offsetting receipts	\$(25,000)	\$	\$	\$	\$	\$(25,000)
Reimbursements	(8,405)			450	450	(7,955)
Center for Audit Excellence	0	-		(450)	(450)	(450)
Salaries and expenses appropriation	\$522,060	\$22,218	\$1,507	\$7,333	\$31,058	\$563,056

Schedule C

Government Accountability Office
Detailed Analyses of Changes by Object Classification
Fiscal Year 2015 to 2016
(dollars in thousands)

	FTE	Amount
Fiscal Year 2015 budget authority	3,015	\$555,405
Adjustments to base		
A. Pay-related costs		
1. Full-time permanent staff		\$13,730
2. Other than full-time permanent staff		2,097
3. Other personnel compensation		6
4. Civilian personnel benefits		6,375
5. Benefits for former personnel		10
Subtotal—Pay-related costs		\$22,218
B. Price Level		
1. Communications, utilities, and miscellaneous charges		97
2. Other services		377
3. Good and Services from government accounts		11
4. Operation and maintenance of facilities		111
5. Operation and maintenance of equipment		850
6. Supplies and Materials		13
7. Equipment		48
Subtotal—Price level		1,507
C. Program changes		
1. Civilian personnel benefits		50
2. Travel and transportation of persons		125
3. Rental payments to GSA		(170)
4. Communications, utilities, and miscellaneous charges		(493)
5. Advisory and assistance services		138
6. Other services		(946)
7. Operation and maintenance of facilities		(224)
8. Operation and maintenance of equipment		2,028
9. Supplies and Materials		12
10. Equipment		2,698
11. Land and Structures		\$ 4,115
Subtotal—Program changes		7,333
Total changes to base	40	\$31,058
Fiscal year 2016 budget authority	3,055	\$586,463
Less:		
Non-legislative branch appropriations		\$
Offsetting receipts		(25,000)
Reimbursements		(7,955)
Center for Audit Excellence		(450)
Salaries and expenses appropriation	3,055	\$553,058

Human Capital

GAO's workforce is by far the agency's greatest asset. As a knowledge-based organization, human capital costs represent over 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.

The fiscal year 2016 budget will allow GAO to continue its multiyear strategy to replenish its workforce and ultimately achieve an optimal level of 3,250 FTE. Through this strategy, departing expertise will be replaced, and succession planning

needs will be addressed. Additionally, the strategy will provide the benefits and tools needed to maintain a highly productive workforce.

GAO will continue 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 gravity of the government's fiscal condition, investing resources in GAO is prudent and results in a significant return on investment.

GAO's fiscal year 2016 budget of \$477.9 million for human capital programs provides funds to increase our staffing level by 40 FTEs and provide rewards and recognition to attract and retain a skilled workforce. The proposed funding level represents an increase of less than 5 percent over the fiscal year 2015 funding level.

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 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Salaries and benefits	\$445,818	\$415,057	\$441,495	\$463,565	5.0%	4.0%
Recruitment and retention	9,187	5,972	6,241	6,297	0.9%	(31.5%)
Training and development	4,666	3,060	3,550	3,700	4.2%	(20.7%)
Other compensation	3,986	2,783	4,158	4,300	3.4%	7.9%
Total	\$463,657	\$426,872	\$455,444	\$477,862	4.9%	3.1%

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 dropped to the

historically low level of 2,849 FTEs at the end of fiscal year 2013. In fiscal year 2014, GAO reinstated its hiring program to recruit entry-level staff and interns and fill critical vacancies – boosting our FTE level to 2,891 FTEs. GAO plans to continue its recruiting efforts by increasing FTE levels to 3,015 in fiscal year 2015 and 3,055 in fiscal year 2016.

Fiscal Year 2016 Request

GAO's fiscal year 2016 budget request supports 3,055 FTE and continues a conservative, 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 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Number of full-time equivalents (FTEs)	3,347	2,891	3,015	3,055	1.3%	(8.7%)
Number of staff on board at year end	3,350	3,011	3,069	3,079	0.3%	(8.1%)
Salaries and benefits cost	\$445,818	\$415,057	\$441,495	\$463,565	5.0%	4.0%

Table 3: Summary of Requested Changes (dollars in thousands)

Activity	Amount
Annualization	\$ 9,326
Civilian pay raise	8,302
Performance-based merit increases	7,754
Hiring	8,252
Attrition	(12,464)
Promotions	900
Total	\$22,070

The requested funding increase of \$22.1 million funds the annualization of fiscal year 2015 workforce activity and pay actions, the January 2016 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 2016 attrition and leave-without-pay as summarized in Table 3 and discussed below.

Annualization

Our budget request includes \$9.3 million to fund the full-year (annualized) cost of fiscal year 2015 hiring, promotions, and pay adjustments.

Civilian pay raise

Our budget request includes \$8.3 million to fund the anticipated January 2016 civilian pay raise of 2.2 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.

Performance-based merit increases¹

Our budget request includes an increase of \$7.8 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 2016 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 \$8.3 million to recruit entry-level staff and fill critical vacancies. This cost will be fully offset by

¹ By statute, GAO has two positions – the Comptroller General in accordance with 31 U.S.C. 703(f)(1) and the Inspector General in accordance with 31 U.S.C. 705(b)(3) – where the rate of compensation exceeds the level established for members. In addition, after consulting with Subcommittee leaders, in fiscal year 2014, under the authority of 31 U.S.C. 733, GAO set the salary cap for Managing Directors and senior SES members to the same rate as SES in the Executive Branch, which exceeds the level established for members. The increase is necessary to competitively recruit and retain SES staff.

savings of \$12.5 million from attrition and retirement of anticipated staff departures. Our fiscal year 2016 workforce plan proposes recruiting 190 permanent staff to replace the 180 staff we expect to lose through retirement and attrition and rebuild GAO's workforce. 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 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 \$900 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,

- 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 2016 recruitment and retention budget of slightly over \$6 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 0.9 percent increase from fiscal year 2015, and is 31.5 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 2014 – 2016 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 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Rewards and recognition	\$2,245	\$1,527	\$1,542	\$1,542	0.0%	(31.3%)
Student loan repayment	3,136	1,121	1,150	1,200	4.3%	(61.7%)
Performance-based merit pay	1,116	1,639	1,649	1,655	0.4%	48.3%
Transit benefit	2,690	1,685	1,900	1,900	0.0%	(29.4%)
Total	\$9,187	\$5,972	\$6,241	\$6,297	0.9%	(31.5%)

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 2016 funding level for rewards and recognition will also remain constrained.

Student Loan Repayment Program

The Student Loan Repayment Program (SLRP) is a benefit highly attractive to staff. This program is open to all GAO employees, including those in analyst positions requiring specialized skills necessary for congressional engagements and mission support employees with critical skills.

In fiscal year 2014, we saw an increase in the number of applicants from the previous year. In fiscal year 2013 GAO made 289 payments. In fiscal year 2014, GAO received 402 applications and made 365 payments. The expectation is that the demand will increase in fiscal year 2016 given the number of new staff brought on board who will be eligible for the SLRP in fiscal year 2015. GAO continues to highlight this program and other benefits in its recruitment activities.

Performance-based merit pay

The fiscal year 2016 budget includes \$1.7 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.

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 1,800 GAO headquarters and field employees.

In fiscal years 2013 and 2014, 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/TRANSServe as a fee-for-service organization to manage and distribute media for GAO's field offices. By the end of fiscal year 2015,

DOT/TRANSServe 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 2014, GAO saved approximately \$65,500 in administrative fees.

During this fiscal year, GAO is planning to transition its transit benefit program from a manual paper-based process to an automated process. This strategy will improve the user experience, enhance administrative efficiency, and save hours.

The fiscal year 2016 estimate of \$1.9 million reflects a projected increase in staffing levels offset by savings from GAO's telework pilot.

Training and Development

The Training and Development Program plays an important role in GAO's ability to attract and retain a highly skilled workforce. The training and development program is critical to ensuring continued growth of our highly skilled workforce. In addition to external training opportunities, 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, as well as a few external experts, GAO training strengthens core competencies for staff in all our career categories. In addition, the Learning Center manages the agency-wide executive candidacy program, leadership development, executive coaching, mentoring, diversity and inclusion, and mandatory training programs and provides guidance and assistance to team and unit-based training events and developmental opportunities. GAO employees also attended technical training and professional conferences sponsored by external vendors. GAO's fiscal year 2016 budget includes \$3.7 million supporting these critical activities.

In fiscal year 2014, we

- Completed an implementation plan to address the recommendations from GAO's most recent learning needs assessment of the analyst/auditor curricula area that will guide the direction of curricula development and ensure that training resources are used to meet the highest priority training needs.
- Completed a comprehensive review and strategic assessment of our leadership training and executive development programs, the first such review of this curricula area in many years, resulting in 22 recommendations for improvements.

- Developed a five year plan to expand the use of virtual and alternative learning, focusing primarily on GAO-developed analyst/audit curricula classes.
- Increased the number and quality of training opportunities available to staff, such as by delivering 13 new courses addressing emerging needs such as writing and reporting skills for analysts, diversity and inclusion, and project/time management.
- Supported workplace diversity and inclusion through 3 major efforts: (1) establishing a Diversity and Inclusion Community of Practice; (2) delivering two new courses, including one course that GAO required for all GAO staff and one course for the Executive Committee and Managing Directors; and (3) providing a Diversity Facilitator Certification Program and certifying 51 facilitators to further expand the reach of our diversity communications and initiatives.
- Developed a bundled approach to annual mandatory/required training that streamlined the learning process and improved our ability to track completion as well as facilitated employees' access to and participation in the training.

Our fiscal year 2016 budget for training and developments provides funds to (1) develop new curricula to support an organizational culture of continuous learning and growth, (2) help maintain and expand our leadership pipeline to fulfill succession plans, and (3) provide sufficient training offerings to enable staff to meet CPE requirements and maintain professional certifications. In fiscal years 2015 and 2016, we plan to:

- Implement the results of the learning needs assessment by updating existing courses and developing new courses and programs, particularly in critical audit curricula areas.

- Implement recommendations from strategic assessment of the leadership training and executive development programs with an emphasis on improving SES and Band III (supervisory analyst) learning opportunities.
- Continue to champion diversity and inclusion through delivering critical training to GAO leadership on creating and sustaining a more inclusive organization.
- Continue migrating learning content from the physical to the virtual classroom to support GAO's increasingly mobile workforce and more efficiently use limited resources.
- Develop innovative approaches to using our existing technology, such as more courses involving a combination of eLearning, live virtual classroom discussions and one-on-one coaching.

Table 5: Detail Budgetary Resources – Training and Development (dollars in thousands)

	Fiscal Year 2010 Actual	Fiscal Year 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Training and development						
Training and development	\$4,666	\$3,060	\$3,550	\$3,700	4.2%	(20.7%)

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.

Separation Payments

This provides funds to 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 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.

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.

Table 6: Detail Budgetary Resources – Other Compensation (dollars in thousands)

Other Compensation	Fiscal Year 2010 Actual	Fiscal Year 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Separation payments	\$2,291	\$2,233	\$2,538	\$2,680	5.6%	17.0%
Workers' compensation*	1,162		1,120	1,120	0%	(4.0%)
Differential pay	449	447	500	500	0%	11.4%
Relocations	84	103		-	0%	(100%)
Total	\$3,986	\$2,783	\$4,158	\$4,300	3.4%	7.9%

* In fiscal years 2013 and 2014, GAO funded workers' compensation costs using prior year unobligated balances. However, these balances have been fully utilized and are not available to cover these costs in 2016.

Engagement Support

GAO's Engagement Support Program provides resources for travel and contracting to support the agency's core mission to inform and advise the Congress. Travel is required to conduct 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 2016 budget includes \$12.1 million for engagement support activities, a 1% increase over the fiscal year 2015 funding level. The fiscal year 2016 request represents a 28.1 percent reduction since fiscal year 2010 primarily due to efforts to conserve travel costs.

Travel

Travel is a vital 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 the 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.

GAO's fiscal year 2016 travel budget remains very close to the fiscal year 2015 level. Since fiscal year 2010, GAO has reduced travel costs by over 42 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 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.

To maximize GAO's travel budget since fiscal year 2013, we have implemented a process to use non-contract airfares when certain criteria are met that has resulted in less costly airfares. In fiscal year 2014 we realized a 14.2 percent savings within the universe of employees using this strategy. GAO continues to explore ways to increase the number of travelers who participate as well as to streamline the process.

Table 1: Detail Budgetary Resources – Engagement Support (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Travel	\$13,779	\$7,516	\$7,800	\$7,925	1.6%	(42.5%)
Specialized data & expertise	3,018	3,199	4,150	4,150	0%	37.5%
Total	\$16,797	\$10,715	\$11,950	\$12,075	1.0%	(28.1%)

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 2016 budget for specialized data and expertise maintains funding at the fiscal year 2015 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 2014, GAO purchased data and contracted for specialized expertise to advise or assist in areas such as:

- drug pricing,
- dental spending,
- 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 program helps ensure that GAO staff have the tools necessary to perform their mission-critical responsibilities. The Infrastructure Operations program covers:

- information technology;
- building and security services; and
- administrative support services.

In fiscal year 2016, GAO is requesting \$96.5 million to maintain base operations, address and continue to replace aging systems and equipment to ensure efficient and effective business operations. These efforts are essential to ensure continued productivity and efficacy, avoid costly repairs, and help ensure the continued data exchange with other federal entities.

Since fiscal year 2010, due to budgetary constraints, GAO reduced funding for this program by 18.7 percent by streamlining operations and deferring or eliminating all but the most critical investments. The requested infrastructure budget would allow GAO to:

- complete implementation of the first phase of a new content creation system ("New Blue"), which will automate the creation, indexing, referencing, review, approval, and publishing of GAO products via a standard workflow;
- implement necessary upgrades to the network infrastructure by increasing network connectivity to support enhancements to VDI, server virtualization, and datacenter contingency operations;
- replace current end-user devices with new devices that support our VDI model;
- increase the availability of our core network wireless infrastructure at both headquarters and the field offices; and
- strengthen our cellular signal with a new antenna capability, which will allow GAO to change providers without needing to upgrade internal antennas; and
- make general structural and architectural repairs, including the elevator shafts, interior walls, auditorium walls, stage, projection booth, and the handicapped lift.

The infrastructure operations components are summarized in table 1 and discussed in detail below.

Table 1: Detail Budgetary Resources – Infrastructure Operations (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Information technology	\$56,589	\$48,157	\$46,165	\$51,000	10.5%	(9.9%)
Building and security services	41,035	31,611	29,297	32,900	12.3%	(19.8%)
Administrative support services	21,157	11,236	12,549	12,626	0.6%	(40.3%)
Total	\$118,781	\$91,004	\$88,011	\$96,526	9.7%	(18.7%)

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 2016 IT budget includes \$51.0 million – an increase of 10.5 percent over the fiscal year 2015 level. This level provides funds needed to maintain purchasing power in FY 2016 to offset the loss of prior year funds which are no longer available to support ongoing IT operations and critical initiatives to enhance program efficiency and supports necessary initiatives.

The requested funding would allow GAO to effectively manage capital expenditures for networking and end-user devices while

continuing our multi-phase effort to replace outdated legacy software applications with modern flexible management systems; centralize our IT infrastructure, software and applications; 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 2016 costs remain over 9 percent below the fiscal year 2010 level as a result of streamlining, reduced contractor reliance, and cost reduction efforts.

In fiscal year 2014, we:

- completed installation of hardware and software to support a virtualized environment;
- upgraded security monitoring hardware and software to improve security monitoring for internet, network and email, and to further protect the GAO network and applications from unauthorized access;
- deployed phase I of a new Engagement Management System (EMS) and began limited pilot for 39 new GAO engagements;
- continued expanding our Business Intelligence capabilities to include 8 core reports for the EMS pilot, as well as a custom reporting capability for both EMS pilot and non-pilot teams; and a Travel Report Dashboard;
- awarded a contract to begin replacing GAO's aging inventory of network printers; and
- completed the first phase of a system to monitor and manage the distribution of GAO's transit benefits.

The information technology component is summarized in Table 2 below.

Table 2: Detail Budgetary Resources – Information Technology (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Information technology	\$56,589	\$48,157	\$46,165	\$51,000	10.5%	(9.9%)

In fiscal years 2015 and 2016 GAO plans to:

- **Pilot and deploy an Engagement Management System**

In fiscal year 2015 GAO plans to complete the limited pilot and deploy the web-based engagement management system agency-wide. Additional capabilities for EMS will be developed and deployed, utilizing an agile development approach, in fiscal year 2016.

- **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 2015, we plan to begin development of 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**

To facilitate process improvements and enhance security and mobility, GAO plans to complete deployment of a hosted virtual desktop environment in fiscal year 2015. The virtual desktop environment will ensure greater security by storing and processing data in the datacenter. Users will have full access to the resources of the datacenter.

- **Improve Business Processes**

In fiscal year 2016 GAO will deploy an electronic filing and document

dissemination system that will allow individuals/parties to submit bid protests online through the GAO website, in support of GAO's statutory authority under the Competition in Contracting Act. GAO will also continue to expand its business intelligence solution to further integrate engagement, human capital, and financial data to better support analysis, provide improved reporting, and inform sound business decisions.

- **Network Infrastructure Upgrades**

GAO's current infrastructure is over 9 years old, which has satisfied the majority of technology advances to meet mission requirements to date. However, with the implementation of virtual environments for both desktops and servers, improvements in network communications are planned to increase the usability of these services both in the office and working at remote locations. In addition, the planned enhancements to datacenter security will add an additional layer of protection for GAO data and IT services overall.

GAO notebook computers have reached the limit of their ability to meet the demands for new technologies, such as virtualization and remote access. Currently, our computers are 7 years old, limiting support for current operating systems and business technologies. GAO will replace current devices with technology that meets user needs in GAO's dynamic new virtual environment and take advantage of more modern technologies. New devices will be mobile, cost effective, and more secure since data will not be stored on the device but rather within the datacenter.

Building and Security Services

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.

Since fiscal year 2010, GAO has aggressively reduced building and security costs by 20 percent. The fiscal year 2016 funding level for these programs represents an increase of 12.3 percent above the fiscal year 2015 level. This increase is necessary to maintain current operations, continue replacing aged equipment to enhance building efficiency and occupant safety, and move forward with critical headquarters building initiatives that have been deferred for several years.

Each of these components is discussed in more detail below.

Facility Management and Services

GAO operates and maintains the 2-million square foot headquarters building through a commercial facilities management contract, and manages space for GAO's 11 field offices. The headquarters building provides work space for approximately 4,200 staff from GAO, the U.S. Corps of Engineers, and a component of the Department of Justice.

Since fiscal year 2010, GAO has reduced funding for our facility management and services program by \$7.7 million or 23.4 percent through reducing our reliance on

contractors and implementing other cost saving measures.

In fiscal year 2014, GAO:

- substantially completed replacing aged air handling units in the headquarters building to increase energy efficiency, occupant comfort, and operational reliability;
- initiated a project to replace aged 4th floor variable air volume units to increase the reliability of temperature control;
- continued reducing our physical footprint in the field through increased telework/hoteling, resulting in cumulative rent and security cost reductions of over \$1.6 million with additional expected savings of over \$500,000 in fiscal year 2015;
- awarded a new commercial facilities management contract, reducing projected costs by about \$2 million annually; and
- completed several maintenance projects to ensure the continued reliability of building equipment and infrastructure.

In fiscal years 2015 and 2016, GAO plans to:

- continue addressing priority items identified in the asset management plan for critical repairs, end-of-life replacements, and energy saving investments in the headquarters building, including replacement of the 1st floor heating and air conditioning system and the overhaul and retrofit of two chillers;

Table 3: Detail Budgetary Resources – Building and Security Services (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Facilities and property management	\$33,025	\$24,986	\$21,747	\$25,300	16.3%	(23.4%)
Security	8,010	6,625	7,550	7,600	0.7%	(5.1%)
Total	\$41,035	\$31,611	\$29,297	\$32,900	12.3%	(19.8%)

- make general structural and architectural repairs, including the elevator shafts, 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
- continue to reduce field office operating costs as we realize full-year net rent savings from footprint reductions driven by expanded telework and workspace sharing, optimization of field office designs, and new lease agreements.
- created records management (RM) awareness through development of GAO-wide RM training, and
- created a Records Management Emergency Plan and executed cross-training and knowledge transfer to GAO staff.
- began to develop a System of Records Notices (SORN) process for all GAO systems of record;
- launched privacy training to GAO employees, and
- held targeted privacy briefings for all business administrative and engagement teams to create privacy awareness.

Records and Privacy

The current business, legal, and regulatory environment warrants that Federal agencies examine and evaluate how they manage records and all content in order to meet the business needs of their organizations and to take adequate measures to do so responsibly with minimal risk. The GAO Records Program assists its customers with the consistent and methodical management and disposition of all engagement and other business-related paper and electronic records in all formats and in all media using the GAO Records Retention Schedule. Our Privacy Program develops protections for personally identifiable information (PII) under the authority or control of GAO and its systems. The program includes oversight of implementation of the GAO Personnel Privacy Rule and the GAO Fair Information Practice Principles (FIPPs) and works to assist its clients with their privacy-related information needs.

In fiscal year 2014, GAO:

- expanded electronic records dispositions to administrative records, and folded this into the disposal process;
- disposed of records in 29 business systems outside of the GAO mandated system, and received and approved Certificates of Destruction for them;

In fiscal years 2015 and 2016, GAO plans to:

- implement electronic records dispositions on administrative records;
- perform NIST 800-53, Appendix J gap analysis on privacy controls that need to be integrated into program; and
- begin development of privacy risk assessments for administrative units and a checklist of engagement teams.

Security and Emergency Management

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 2016, 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 2014, GAO:

- completed the installation of the Integrated Electronic Security System in all 11 field locations thereby enhancing access control capabilities and reducing the cost of outside security monitoring at GAO;
 - automated the visitor processing system by installing Passage Point, an electronic visitor manager system, that allows GAO to efficiently verify and process visitors into headquarters and provides the capability to receive real time terrorist watch list information, and
 - created and implemented the use of a new form to help manage Top Secret clearances to an operational minimum.
- conduct a vulnerability assessment of the GAO headquarters building;
 - install the Joint Worldwide Intelligence Communications System in GAO's SCIF (Sensitive Compartmented Information Facility);
 - implement processing of Sensitive Compartmented Information in GAO's SCIF;
 - complete the G&H Street entrance lockdown project to rapidly secure all doors during an immediate threat or natural disaster; and
 - complete the installation of the new "Urgent Alerts" feature for GAO's emergency notification system to allow GAO to send emergency notification messages directly to employees' computers.

In fiscal years 2015 and 2016, GAO plans to:

Administrative Support Services

The Administrative Services Program includes costs for financial management activities and systems, human capital operations, library services, and miscellaneous support services.

Since fiscal year 2010, GAO has reduced these costs by over 40 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 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 2015 and 2016 GAO will:

- continue to refine financial management processes;
- move the central billed account reconciliation work to DOT/ESC to take advantage of cost benefits;
- begin the upgrade to the next generation e-Gov Travel System through an agreement with the DOT/ESC; and

- work to continue to improve the financial management service support that we receive from DOT/ESC.

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

Our Library Services Program includes funds to support the research and information needs of GAO, primarily in the form of access to a wide variety of electronic databases used to support GAO engagements and statutory requirements.

Library Services utilizes the Library of Congress FEDLINK program whenever possible in order to take advantage of contract pricing negotiated for all federal agencies and routinely evaluates the continued need for resources, cancelling subscriptions when they are no longer required for engagement work.

As a cost saving measure and in order to maintain a limited onsite collection of print materials, library services borrows materials from other libraries and institutions, rather than purchasing them for GAO collections. The primary outcome of these efforts is evidenced in annual budget requests with only slight increases since the increased costs associated with database subscriptions have been offset by reductions in other types of purchases or subscription cancellations.

Table 4: Detail Budgetary Resources – Administrative Support Services (dollars in thousands)

Program	Fiscal Year 2010 Actual	Fiscal Year 2014 Actual	Fiscal Year 2015 Estimate	Fiscal Year 2016 Request	Net Change Fiscal Year 2015/2016	Change Fiscal Year 2010/2016
Administrative support services	\$21,157	\$11,236	\$12,549	\$12,626	0.6%	(40.3%)

Fiscal Year 2016 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 2016 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 this fiscal year, we received requests for work from 94 percent of the standing committees of the Congress and about 70 percent of their subcommittees.

GAO continues to be one of the best investments in the federal government. For example, in fiscal year 2014, GAO's work yielded significant results across the government, including financial benefits of \$54.4 billion – a return of about \$100 for every dollar invested in GAO – and more than 1,288 other program and operational benefits that helped to change laws, improve services to the public, and promote sound management throughout government. On average about 80 percent of GAO's recommendations have been implemented over a four year period. Additional information on GAO's performance and accomplishments can be found in our Performance and Accountability Report Fiscal Year 2014.¹

In addition, GAO issue-area experts testified 129 times before 70 separate committees or subcommittees that touched virtually all major federal agencies on a wide range of issues, such as veterans' wait times for outpatient medical appointments, oversight of U.S. assistance to Afghanistan, contract planning and oversight of HealthCare.gov, optimizing information technology investments, federal fiscal exposure from climate risks, government support for large bank holding companies, defense acquisitions, and biosafety lapses in high-containment laboratories. A list of selected testimony topics presented by GAO in fiscal year 2014 is included in Table 1.

¹ <http://www.gao.gov/assets/670/666926.pdf>.

Table 1: Selected Testimony Topics for Fiscal Year 2014**Goal 1: Address Current and Emerging Challenges to the Well-being and financial Security of the American People**

- Expectations of Government Support for Large Bank Holding Companies
- Processing Veterans' Disability Benefits
- Timely Outpatient Medical Care for Veterans
- Early Learning and Child Care
- Retirement Security Trends
- Privacy of Consumers' Location Data
- Federal Fiscal Exposure from Climate Risks
- Oversight of Federal Student Loans
- VA Construction of Major Medical Facilities Face Cost Increases and Schedule Delays
- U.S. Postal Service's Unfunded Benefit Liabilities
- Federal Efforts Supporting Financial Literacy
- Oil and Gas Management
- Airport Development and Financing
- Public Transit Challenges
- Export-Import Bank Management
- Social Security Disability Programs
- Medicare Fraud

Goal 2: Respond to Changing Security Threats and the Challenges of Global Interdependence

- DHS' Progress in Addressing High-Risk Issues
- Arizona Border Surveillance Technology Plan
- Personnel Security Clearances
- National Security Oversight of NASA's Export Controls
- DHS' Chemical Security Program
- DHS High-Risk Areas: Progress and Remaining Work
- Sustained Leadership for Defense Health Reform
- Defense Acquisition Management Reforms
- DOD Acquisition Risks F-35 Joint Strike Fighter
- TSA's Screening Partnership Program
- Nuclear Nonproliferation
- Strengthening DHS' Research and Development Oversight and Coordination
- USAID Support for Haiti's Reconstruction
- Enhancing Federal Agencies' Responses to Information Security Breaches
- HealthCare.gov Contract Planning and Oversight
- HealthCare.gov Security and Privacy Controls

Goal 3: Help Transform the Federal Government to Address National Challenges

- Biosafety Lapses in High Containment Laboratories
- Leveraging Best Practices for Major IT Acquisitions
- Patient Protection and Affordable Care Act Enrollment Controls
- Additional Guidance for States on Use of Psychotropic Medications for Foster Children
- IT Reform Initiatives
- Correcting Long-standing Weaknesses in DOD's Financial Management
- Monitoring Government-wide Improper Payments
- Government-wide Challenges to Efficiency and Effectiveness
- Reducing Fragmentation, Overlap, and Duplication in Federal Programs

Source: GAO.

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 Joint Strike Fighter procurements, implementation of the Patient Protection and Affordable Care Act, medical care of Veterans, immigration reform, and oversight of international food aid.

In April 2014, we issued our fourth report ([GAO-14-343SP](#)) to the Congress in response to a statutory requirement that calls for us to identify federal programs, agencies, offices, and initiatives that have duplicative goals or activities and report annually to the Congress on our findings, as well as actions to reduce such duplication. Given the current fiscal condition, we also identify additional opportunities to achieve greater efficiency and effectiveness by means of cost savings or enhanced revenue collection.

Our 2014 annual duplication report identifies 64 new actions that executive branch agencies and the Congress could take to improve the efficiency and effectiveness of 26 areas of government. For example, under current law, individuals are allowed to receive concurrent payments from the Disability Insurance and Unemployment programs. Eliminating the overlap in these payments could save the government about \$1.2 billion over the next 10 years. In another example highlighted in the 2014 report, we reported that the Congress could rescind all or part of the remaining \$4.2 billion in credit subsidies for the Advanced Technology Vehicles Manufacturing Loan program unless the Department of Energy demonstrates sufficient demand for this funding.

In addition to identifying new areas, we continued to monitor the progress the Congress and executive branch agencies have made in addressing issues we previously identified. As we reported in April 2014, the Congress and executive branch agencies have addressed or partially addressed 380 actions or 81 percent of the 162 areas we identified in our first three reports. We estimate that congressional and executive branch efforts to address the issues we have previously identified have resulted in over \$10 billion in cost savings, with billions of dollars more in cost savings anticipated in future years. Policymakers and the public can track the status of congressional and executive branch efforts to address the issues we have identified on GAO's Action Tracker located on our website under the "Duplication and Cost Savings".

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 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 2014, GAO issued 153 reports, delivered 43 testimonies to the Congress, and prepared numerous other products, such as briefings and presentations, related to the High Risk Series. In addition, GAO documented \$23.9 billion in financial benefits and 455 program and operational benefits related to high risk areas. Table 2 shows GAO's current High Risk List. The next update is due to be issued in February 2015.

Table 2: GAO's High Risk List as of September 30, 2014

Strengthening the Foundation for Efficiency and Effectiveness

- Limiting the Federal Government's Fiscal Exposure by Better Managing Climate Change Risks
- Management of Federal Oil and Gas Resources
- Restructuring the U.S. Postal Service to Achieve Sustainable Financial Viability
- Modernizing the U.S. Financial Regulatory System and Federal Role in Housing Finance
- 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 Support Infrastructure Management
- DOD Business Systems Modernization
- DOD Financial Management
- DOD Supply Chain Management
- DOD Weapon Systems Acquisition

Ensuring Public Safety and Security

- Mitigating Gaps in Weather Satellite Data
- Protecting Public Health through Enhanced Oversight of Medical Products
- Transforming EPA's Processes for Assessing and Controlling Toxic Chemicals
- Establishing Effective Mechanisms for Sharing and Managing Terrorism-related Information to Protect the Homeland
- Revamping Federal Oversight of Food Safety
- Ensuring the Effective Protection of Technologies Critical to U.S. National Security Interests
- Strengthening Department of Homeland Security Management Functions
- Protecting the Federal Government's Information Systems and the Nation's Cyber Critical Infrastructure

Managing Federal Contracting More Effectively

- DOD Contract Management
- NASA Acquisition Management
- DOE's Contract Management for the National Nuclear Security Administration and Office of Environmental Management

Assessing the Efficiency and Effectiveness of Tax Law Administration

- Enforcement of Tax Laws

Modernizing and Safeguarding Insurance and Benefit Programs

- National Flood Insurance Program
- Improving and Modernizing Federal Disability Programs
- Medicare Program
- Medicaid Program
- Pension Benefit Guaranty Corporation Insurance Programs

Source: GAO.

GAO Makes Progress in Rebuilding 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. The Partnership for Public Service again recognized GAO as one of the Best Places to Work in the federal government for 2014. GAO ranked second in its overall ranking among mid-size agencies and placed first in diversity.

Further, in recent years, we have developed and continue to provide a range of specialized trainings for staff at all levels that emphasize, among other things, open-mindedness and mindfulness, navigating the unwritten rules, hot buttons, words and actions and a two-part diversity series required for all staff.

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.

Also, a significant proportion of GAO employees are retirement eligible, including 40 percent of senior executive staff and 21 percent of supervisory analysts. GAO, with the help of additional funding from Congress, was able to turn the tide in fiscal year 2014 by hiring 317 new staff to fill critical needs.

In fiscal year 2015, GAO plans to hire entry-level staff and student interns to address critical skills gaps and increase staff capacity to 3,015 FTE – the next step in reaching GAO's optimal level of 3,250 FTE. This staffing level will continue to 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 \$553.1 million in fiscal year 2016, an increase of \$31.1 million or 5.9 percent over the fiscal year 2015 appropriation of \$522 million. The requested funding will allow GAO to increase its staffing level to 3,055 FTE, and continue critical improvements in IT, building, and security infrastructures. GAO's total costs will be offset by \$33.4 million in receipts from rental income, reimbursements from program and financial audits, and bid protest user fees.

GAO is also seeking authority to promote good governance by accepting staff from other agencies on a on a reimbursable, partially-reimbursable, or non-reimbursable basis, to develop expertise and gain experience that will enhance good government at their own agencies. GAO plans to use this authority sparingly at the request of other agencies.

In fiscal year 2015, Congress provided GAO with authority to establish a Center for Audit Excellence. A business plan is currently under development and will be provided for congressional approval during fiscal year 2015.

The Center's operations are expected to commence in fiscal year 2015 and to be fully operational in fiscal year 2016.

GAO is proactively pursuing other efforts to further increase efficiency, generate cost savings, prioritize work, and address priority issues facing Congress, such as:

- upgrade critical aging building systems to ensure more efficient operations and security;
- complete the first phase of a new content creation system, which will automate the creation, indexing, referencing, review, approval, and

publishing of GAO products via a standard workflow;

- continue to evaluate and expand enhanced telework/workspace sharing pilots to reduce our physical footprint and increase rental income; and
- 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.

A summary of GAO's funding sources is shown in Table 3.

Table 3: Summary of Resources (dollars in thousands)

Funding Source	Fiscal Year 2010 Actual		Fiscal Year 2014 Actual		Fiscal Year 2015 Estimate		Fiscal Year 2016 Request	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Salaries and Expenses Appropriation		\$556,325		\$505,293		\$522,000		\$553,058
Non-legislative-branch appropriation		21,804		70		-		-
Offsetting receipts		10,892		20,898		25,000		25,000
Reimbursements		10,214		2,330		8,405		7,955
Center for Audit Excellence		-		-		-		450
Total budget authority	3,347	\$599,235	2,891	\$528,591	3,015	\$555,405	3,055	\$586,463

The Strategic Plan Illustrates the Wide Array of Issues That GAO Covers

GAO issued a full update to its strategic plan in February 2014 for fiscal years 2014-2019.¹ GAO's strategic goals and objectives reflect the wide array of national and international issues that GAO covers in its mission to support Congress.

We conduct specific engagements as a result of requests from congressional committees and mandates written into legislation, resolutions, and committee reports. In fiscal year 2014, 96 percent of our engagement resources were devoted to work requested or mandated by the Congress. The remaining 4 percent of the engagement resources were devoted to work initiated under the Comptroller General's authority. Much of the work initiated under the CG's authority addressed various challenges that are of broad-based interest to the Congress.

Our reviews of government programs and operations have identified those programs that are at high risk for fraud, waste, abuse, and mismanagement as well as reviews of agencies' budget requests help us support congressional decision making.

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 the challenges of 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. Figure 1 illustrates GAO's strategic planning hierarchy.

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
- Supporting the Financial Security and Well-being of an Aging Population
- A Responsive, Fair, and Effective System of Justice
- Housing Finance and Viable Communities
- A Stable Financial System and Sufficient Consumer Protection
- Responsible Stewardship of Natural Resources and the Environment
- A Viable, Safe, Secure, and Accessible National Physical Infrastructure

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 2: Respond to Changing Security Threats and the Challenges of Global Interdependence

- Protect and Serve the Homeland from Threats and Disasters
- Effectively and Efficiently Utilize Resources for Military Capabilities and Readiness
- Advance and Protect U.S. Foreign Policy Interests and International Economic Interests

Goal 3: Help Transform the Federal Government to Address National Challenges

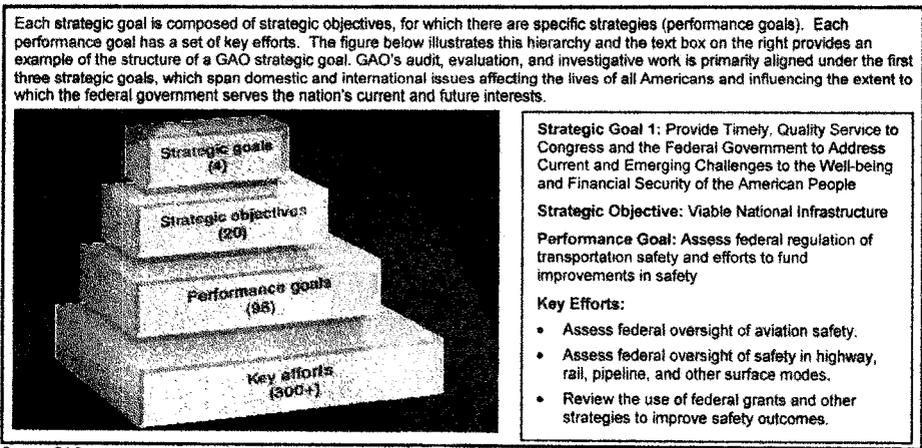
- Analyze the Government's Fiscal Condition and Opportunities to Strengthen Approaches to Address the Current and Projected Fiscal Gaps
- Support Government Accountability by Identifying Fraud, Waste, and Abuse, and Needed Improvements in Internal Controls
- Support Congressional Oversight of Crosscutting Issues and Major Management Challenges and Program Risks

- Establish and Maintain Government Auditing Standards and Standards for Internal Control in the Federal Government.

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 the Congress and the American People
- Maintain and Enhance a Diverse Workforce and Inclusive Work Environment through Strategically Targeted Recruiting, Hiring, Development, Reward, and Retention 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



Source: GAO

Also, an agency-wide summary of annual performance measures and targets for fiscal years 2011-2016 is included in Table 4.

Table 4: Agency-wide Summary of Annual Measures and Targets

Performance measure	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Target	2016 Target
Results						
Financial benefits (<i>dollars in billions</i>)	\$45.7	\$55.8	\$51.5	\$54.4	\$46.0	\$46.0
Program and Operational benefits	1,318	1,440	1,314	1,288	1,200	1,200
Past recommendations implemented	80%	80%	79%	78%	80%	80%
New products with recommendations	68%	67%	63%	64%	60%	60%
Client						
Testimonies	174	159	114	129	130	130
Timeliness ^a	95%	95%	94%	95%	90%	90%
People						
New hire rate	84%	76%	66%	88%	80%	80%
Retention rate						
With retirements	92%	93%	93%	94%	90%	90%
Without retirements	96%	96%	96%	97%	94%	94%
Staff development ^b	79%	80%	80%	83%	80%	80%
Staff utilization ^{b,c}	78%	76%	75%	77%	76%	76%
Effective leadership by supervisors ^{b,d}	83%	82%	83%	83%	82%	82%
Organizational climate ^d	80%	78%	77%	79%	76%	76%
Internal operations^e						
Help to get job done	3.98	N/A ^f	82%	N/A	80%	80%
Quality of work life	3.99	N/A ^f	78%	N/A	80%	80%
IT Tools ^g	N/A	N/A	68%	N/A	80%	80%

Source: GAO

^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 not used.

^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

2014 – 2016. . Fiscal year 2010 is used as a baseline as it represents a high-water mark for GAO in terms of FTEs and appropriated funds.

Table 5: Strategic Goal Resource Allocation (dollars in millions)

Strategic Goal	Fiscal Year 2010 Actual		Fiscal Year 2014 Actual		Fiscal Year 2015 Estimate		Fiscal Year 2016 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	1,126	\$206	1,175	\$216	1,188	\$227
Goal 2 Respond to changing security threats and the challenges of global interdependence	877	171	740	135	772	142	786	151
Goal 3 Help transform the federal government to address national challenges	1,166	195	753	138	786	145	796	153
Goal 4 Maximize the value of GAO by enabling quality, timely service to Congress and being a leading practices federal agency	116	26	63	12	65	12	66	13
Direct Congressional Support*			209	38	217	40	219	42
Total budgetary resources	3,347	\$590	2,891	\$529	3,015	\$555	3,066	\$584

Source: GAO.

*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

Source: GAO.

The following table presents selected benefits attributable to Goal 1 in fiscal year 2014.

Table 6: Selected Goal 1 Benefits in Fiscal Year 2014

Financial benefits	<ul style="list-style-type: none"> Found that a federal ethanol tax was duplicative with a federal renewable fuel standard (\$5.9 billion) Found excessive unobligated balances in four USDA financing accounts (\$1.8 billion) Prompted HUD to improve its disposition practices and oversight of contractors it uses to maintain, market, and dispose of real estate-owned properties. (\$1.6 billion)
Program and Operational benefits	<ul style="list-style-type: none"> Prompted regulators to enhance borrower remediation process for unsafe and unsound mortgage servicing Prompted the centralization of medical care claims processing and payment for veterans who receive care outside of VA facilities Prompted Congress to establish a new funding mechanism for and authorize continued sales of helium from the federal government's reserve Prompted the Department of Energy to set minimum efficiency standards
Testimonies	<ul style="list-style-type: none"> Oversight of defaulted federal student loans Status of GAO recommendations on risk management, exposure forecasting, and workload issues for Export-Import Bank Efforts to prevent, alleviate, and resolve drug shortages Reducing federal fiscal exposures from climate change and extreme weather

Source: GAO.

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	2014 Actual	2015 Target	2016 Target
Financial benefits	\$17.8	\$15.5	\$15.5	\$15.5
Program and Operational benefits	233	240	230	230
Testimonies	86	57	63	63

Source: GAO.

^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 2015 and 2016 under Goal 1.

Table 8: Examples of Planned Work under Goal 1

Financial Security

- Examine regulations on mortgage servicing and mortgage servicing rights
- Examine non-bank mortgage servicers
- Evaluate the detection, prevention, regulatory, and enforcement efforts directed at financial crimes

Social Programs

- Evaluate Medicare and Medicaid payment methods, program management, and efforts to address improper payment and potential fraud
- Assess implementation of the Patient Protection and Affordable Care Act
- Evaluate efforts to oversee conditions of Bureau of Indian Education school facilities
- Assess the effectiveness of small business assistance programs

Effective Systems

- Assess the US Postal Service's efforts to ensure its viability and accomplish its mission
- Assess federal efforts to support and oversee telecommunications in the public interest
- Assess veterans' access to VA health care, including primary care and mental health services
- Assess implications of unmanned aircraft systems' integration into the National Airspace System

Source: GAO.

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.

The following table presents selected benefits attributable to Goal 2 in fiscal year 2014.

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

Source: GAO.

Table 9: Selected Goal 2 Benefits in Fiscal Year 2014

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 (\$11.8 billion) Contributed to the Army's decision not to field new service-specific camouflage uniforms (\$4.2 billion over 5 years) Identified reductions in the State Department's fiscal year 2014 appropriation as part of the Consolidated Appropriations Act passed by Congress (\$2.1 billion) Identified reductions to DOD's civilian personnel fiscal year 2014 Operation and Maintenance budget request (\$1.3 billion)
Program and Operational benefits	<ul style="list-style-type: none"> Prompted the National Nuclear Security Administration to create an expert panel to review the progress of efforts to attempt an atomic fusion event propagating a nuclear explosion Influenced the Missile Defense Agency to make numerous improvements to the reports provided to Congress for oversight on its programs' costs and planned activities Established an Oversight Framework for the President's Emergency Plan for AIDS Relief (PEPFAR) Helped DOD overcome barriers to competition in federal contracting
Testimonies	<ul style="list-style-type: none"> Personnel security clearance process improvements Helping correct designations of national security positions Oversight of Post-Earthquake Reconstruction Efforts in Haiti Improving Oversight of NASA's Export Controls Security of U.S. industrial radiological sources

Source: GAO.

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	2014 Actual	2015 Target	2016 Target
Financial benefits	\$20.5	\$25.7	\$13	\$13
Program and Operational benefits	444	535	340	340
Testimonies	58	40	38	38

Source: GAO.

Table 11 provides examples of work GAO plans to conduct during fiscal years 2015 and 2016 under Goal 2.

Table 11: Examples of Planned Work under Goal 2

Defense Acquisitions

- Analyze individual weapon programs budgets and assess whether the programs are ready to start development or production
- Identify ways for DOD to prioritize its investments in weapon systems
- Analyze the extent to which DOD has improved services acquisition and contractor oversight
- Assess Army and Air Force inventory management functions

Foreign Operations

- Assess DOD's plans to restructure ground, sea, and air forces to reflect changing missions and reduced budgets
- Review the African Growth and Opportunity Act (AGOA)
- Examine US Assistance related to Unaccompanied Child Migration from Central America
- Review the U.S. military's role and operations in Africa such as conducting security force assistance missions and managing and overseeing operational contract support to deployed forces

Other Global Threats

- Evaluate U.S. agencies' efforts to secure all vulnerable nuclear materials worldwide
- Evaluate the effectiveness of government programs designed to protect critical technologies and DOD's insight and management of its global supplier base
- Assess the threat of foreign fighters entering the United States through the Visa Waiver Program

Source: GAO.

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
- Source: GAO.

The following table presents selected benefits attributable to Goal 3 in fiscal year 2014.

Table 12: Selected Goal 3 Benefits in Fiscal Year 2014

Financial benefits	<ul style="list-style-type: none"> • Reduced federal improper payments (\$7.7 billion) • Reduced DOD's Fiscal Year 2014 Funding Supporting Working Capital Operations (\$867 million) • Reduced duplicate tax refunds issued by the IRS (\$192 million)
Program and Operational benefits	<ul style="list-style-type: none"> • Influenced DOD to take a number of actions to improve its department-wide strategic sourcing efforts • Improved interagency collaboration and strengthening accountability for results • Prompted the Department of State to issue guidance concerning the use of the unusual and compelling urgency exception to full and open competition • Increased reliability of cost and other financial data used to manage federal programs
Testimonies	<ul style="list-style-type: none"> • Healthcare.gov contract planning and oversight • Monitoring government-wide improper payments, challenges and reduction strategies • Human capital management challenges and the path to reform • Small business research programs

Source: GAO.

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	2014 Actual	2015 Target	2016 Target
Financial benefits	\$11.6	\$13.3	\$8.9	\$8.9
Program and Operational benefits	684	513	425	425
Testimonies	45	30	23	23

Source: GAO.

^a GAO's fiscal year 2010 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 2015 and 2016 under Goal 3.

Table 14: Examples of Planned Work under Goal 3

Management Challenges/Risks

- Identify ways for NASA to mitigate risk and improve its acquisition of major space flight projects
- Evaluate trends in patent infringement litigation and the Patent and Trademark Office's process for examining patent applications
- Examine the regulatory requirements associated with university research sponsored by federal agencies
- Identify critical skills gaps and related human capital issues in agencies and across the federal government

Accountability

- Assess how the Department of Energy protects its interests in agency-funded inventions developed by nonfederal parties
- Review DOD's and 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
- Assess the objectivity of IRS's processes for selecting tax returns for compliance reviews such as audits

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, and conduct audits of federal internal controls needed to ensure accountability over resources and payments, including improper payments controls
- Review and analyze issues in federal debt management (e.g., ultra-long bonds, other securities) and the debt limit

Technology Assessments

- Assess and monitor DATA Act implementation
- Evaluate the Census Bureau's efforts to design more-cost effective enumeration methods and improve its management of information technology systems

Source: GAO.

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.

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

Source: GAO.

The following table presents selected accomplishments attributable to Goal 4 in fiscal year 2014.

Table 15: Selected Goal 4 Accomplishments in Fiscal Year 2014

<p>Enhancing support for conducting, managing, and reporting on our work</p>	<ul style="list-style-type: none"> • Launched the GAO WatchBlog, a blog format that allows GAO to connect its work to current events and the news, who how GAO's work is affecting agencies or legislation; and highlight reports, testimonies, and issue areas where GAO does work • Continued to deploy enhancements to the GAO Watchdog website, available exclusively for congressional Members and their staff, to improve user-friendliness and functionality • Successfully piloted the new Engagement Management System (EMS) that integrates three legacy systems into one, enabling more readily accessible and timely information on engagements
<p>Promoting a fair and unbiased work environment</p>	<ul style="list-style-type: none"> • Established a Diversity and Inclusion Community of Practice to support and enhance the efforts of team-specific diversity teams, provide a centralized resource for employees seeking information on diversity-related topics, and to share best practices and encourage open dialogue • Expanded the reach of our Counseling Services' seminars to all staff, including field-based and teleworking employees, on such topics as age discrimination, transgender employees, and civility in the workplace
<p>Enhancing professional standards and collaboration with others</p>	<ul style="list-style-type: none"> • Launched a redesigned intergovernmental audit forums website that enables timely updating and communication of information to the domestic audit community by GAO staff • As chair of the INTOSAI Strategic Planning Task Force, led the effort to develop and deploy a multilingual internal scan survey for INTOSAI's strategic plan update to obtain input on its future goals and activities

Table 15 (Continued): Selected Goal 4 Accomplishments in Fiscal Year 2014**Improving management of key administrative processes**

- Automated several financial management processes, including those for calculating quarterly upward and downward obligation adjustments and monthly payroll accruals, to introduce greater efficiency, consistency, and reliability
- Launched the travel Dashboard, a platform that allows managers to access, monitor, and report team-specific employee travel data to improve transparency and oversight

Source: GAO.

Table 16 provides examples of work GAO plans to conduct during fiscal years 2015 and 2016 under Goal 4.

Table 16: Planned Work under Goal 4**Human Capital Management**

- Identifying and implementing effective and efficient processes to recruit and hire top talent for all levels
- Managing, monitoring, and analyzing our performance management system and performance-based compensation system
- Implementing, monitoring, and maintaining accountability of policies and programs that support the work-life balance needs of a diverse, mobile workforce, while attaining cost efficiencies and ensuring quality and efficiency in GAO's products

Engagement Efficiency

- Matching current technology options with our work-flow-process needs to introduce even greater efficiencies into the way we do our work
- Modernizing GAO's content creation and dissemination process by using technology to efficiently manage content, facilitate concurrent actions, and standardize work steps.
- Leveraging change management strategies to focus on the people side of change, and expanding outreach with staff to ensure successful outcomes

Responsible Agency Stewardship

- Limiting, preventing, and protecting inappropriate access to computer resources to safeguard our information systems
- Managing the configuration of software and hardware to facilitate risk management and meet business requirements
- Planning for continuity of operations in the event of a disaster or disruption to maintain an "always available" network

Source: GAO.

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. We monitor our progress in addressing these challenges through our annual performance and accountability process, and ask our IG each year to comment on management's assessment of these challenges.

For fiscal years 2015 and 2016, we will continue focusing high-level management attention on human capital issues and on improving the efficiency of our engagements and delivery of timely and quality information to the Congress. We have also identified an additional management challenge this year—information security.

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 2014, GAO took several steps to address these challenges and achieved some notable accomplishments. Specifically, GAO

- identified and implemented effective and efficient processes to recruit and hire top talent for all levels,
- provided training and professional development opportunities that prepare the pipeline of future leadership talent,

- implemented, monitored, and maintained accountability of policies and programs that support the work-life balance needs of a diverse, mobile workforce, while attaining cost efficiencies and ensuring quality and efficiency in GAO's products,
- managed, monitored, and analyzed our performance management system and performance-based compensation system, and
- supported, maintained, and promoted our commitment to diversity and inclusion in the workplace.

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 2015 as last year.

- **Recruiting, hiring, and on-boarding.** Attracting top candidates; assessing applicants' knowledge, skills, and abilities against job-related criteria in an efficient and systematic manner; and effectively initiating new hires to an agency's culture and practices are government-wide challenges, and GAO is no exception. GAO is a knowledge-based organization that relies heavily on its skilled, experienced, and diverse workforce to deliver on our primary mission to support the Congress through evaluations and audits. As such, 82 percent of GAO's budget is allocated to our human capital needs. In recent years, GAO has had to reduce staffing due to extensive budget cuts, with fiscal year 2013 reaching an all time low since 1935. To improve our hiring and on-boarding issues, in fiscal year 2014, GAO implemented some improvements. As a result, we

significantly increased our hiring rate; our new hire rate was 88 percent, exceeding the target of 75 percent.

While we are pleased to have exceeded our target, we are still driven to look at our processes to further improve our performance in the coming year.

- **Developing employees to address succession needs.** GAO has routinely identified Strategic Human Capital Management as a high risk across the government, with a special emphasis on succession planning. The 2013 High Risk Report states that, "Addressing complex challenges such as disaster response, national and homeland security, and economic stability requires a high-quality federal workforce able to work seamlessly with other agencies, levels of government, and across sectors. However, current budget and long-term fiscal pressures, coupled with a potential wave of employee retirements that could produce gaps in leadership and institutional knowledge, threaten the government's capacity to effectively address these and many other evolving, national issues." GAO, as a key player across these issues and many others, faces this same management challenge.
- **Managing a mobile workforce.** Telework is a valuable recruitment and retention tool; reduces energy consumption, traffic congestion, and pollution; provides cost efficiencies; and allows the agency to continue to operate even when there are emergency building closures. GAO has had a telework program since 1991 that has allowed employees to work remotely up to 50 percent of their scheduled work hours. In 2010, GAO began a pilot of enhanced telework in its field offices (that allows employees to work remotely up to 80 percent of their scheduled work hours); all 11 field offices have been phased into this pilot as of 2014. GAO established two objectives for the

enhanced telework pilot: (1) to allow the agency to reduce infrastructure costs and (2) to enhance flexibility for employees by allowing them to spend more of their time working from home or an alternate worksite. In addition, GAO established a key principle underlying both objectives—to maintain our historical levels of quality, productivity, and efficiency.

- **Consistently managing, monitoring, and analyzing our performance management system and performance-based compensation system.** In the past two years, we have implemented new performance management and performance-based compensation (PBC) systems to accurately document the achievements of, and reward, high performing employees. In fiscal year 2014, we implemented the new performance standards and PBC.

To ensure agency-wide adoption of, and adherence to, the way the standards are applied and used to rate employee performance, we must continue to provide regular training for supervisors and communicate regularly to staff at each milestone in the annual performance cycle.

- **Maintaining and enhancing our commitment to diversity and inclusion in the workplace.** With the federal government serving a more diverse population than ever before, our effectiveness in helping the Congress understand and address the nation's needs is dependent on creating, supporting, and promoting a highly diverse workforce reflective of its constituents. In our Diversity and Inclusion Strategic Plan, we identify three goals to support our commitment: (1) workforce diversity, (2) workplace inclusion, and (3) sustainability. Our strong record for creating and maintaining an effective diversity environment reflects these goals, as

evidenced by our number one ranking for diversity among midsize agencies in the 2014 Partnership for Public Service's Best Places to Work survey.

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 2011, we identified improving the efficiency of our engagements as a new management challenge. With the many complex challenges facing the Congress and the nation, and in light of ongoing budget constraints, we recognized the need to look for ways to produce our reports and analyses more quickly and efficiently without sacrificing quality. Since 2011, we have made great strides in identifying ways we can gain efficiencies in the engagement process, and have implemented a number of recommendations. The Continuous Process Improvement Office (CPIO) and an executive level leadership board were created in 2012 to guide and carry out the assessments, projects, and change management necessary to implement needed efficiency solutions. Going forward, we will focus on making strides in the following areas:

- **Technology.** While we have successfully implemented a number of efficiency measures agency-wide, our ongoing challenge is matching current technology options with our work-flow-process needs to introduce even greater efficiencies into the way we do our work. For example, due to the unique way we perform certain phases of the engagement writing process, our

challenge to modernize is procuring a software platform that meets our key business needs.

- **Change management.** Change takes time and must be rolled out according to the greatest needs and priorities of the agency. We have focused significant resources on developing a suite of efficiency improvements such as revised procedures, job aids, and tools, but now need to focus on managing the people side of change and expand outreach with staff to ensure acceptance and use so that we achieve the desired efficiency gains. A key component of this is listening to employee feedback and making revisions along the way as needed.

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 2015 and 2016, 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.

In addition, 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 key emerging 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 2015, GAO plans to hold forums on additive manufacturing technologies, climate resilience and financial literacy. GAO also will continue to enhance its 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 2015 and 2016, NIAF and each regional forum will hold meetings to share best practices and address common issues facing the audit community. In addition, the NIAF will 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 over 190 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.

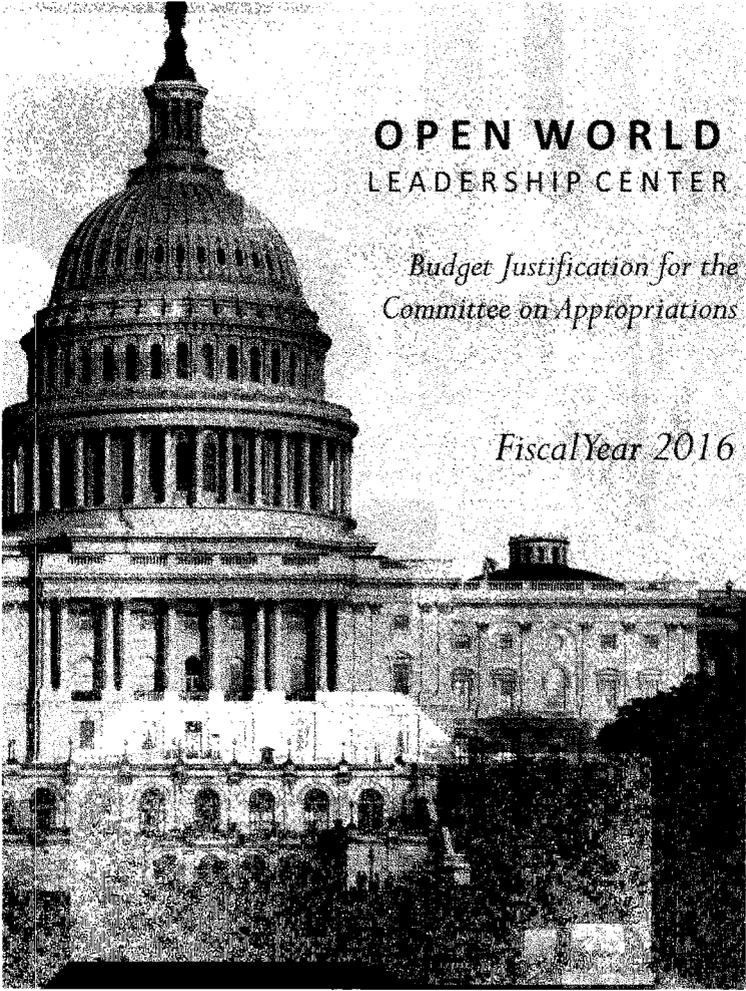
In fiscal years 2015 and 2016, GAO will continue to chair the Finance and Administration Task Force on Strategic Planning that will be responsible for coordinating the development of the next INTOSAI strategic plan for 2017-2022. This plan will recognize the need and opportunity for INTOSAI to be more externally focused, and prepared to assume a leadership role in enhancing good governance globally and among its members.

GAO will also support the future direction of INTOSAI by serving as Vice-Chair of the Supervisory Committee on Emerging Issues to help identify important trends and developments that will affect INTOSAI and its member supreme audit institutions (SAIs). GAO also chairs the 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 global market conditions.

By collaborating with others, GAO will continue strengthening professional standards, providing technical assistance, leveraging resources, and developing and disseminating best practices. For example, in fiscal years 2015 and 2016, GAO plans to do the following:

- 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 22 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, including matching and implementing proposals from the Global Call as well as continued training on and finalization of an SAI performance measurement framework.
- Continue to actively participate in development, implementation, and harmonization of ISSAI through GAO membership in the subcommittees of INTOSAI's Professional Standards Committee.
- Develop 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 continues to receive extensive interest in this program and the 2015 class will take place from March through July.



**OPEN WORLD
LEADERSHIP CENTER**

*Budget Justification for the
Committee on Appropriations*

Fiscal Year 2016



Participating in American cultural events is a core activity on the Open World program. This group watched a Veterans Day parade and was joined by U.S. Representative Paul Tonka, who is Ukrainian-American.
~Accountable Governance/Young Professionals delegation from Ukraine hosted by International Center of the Capital Region in Albany, New York through grantee FHI360

Open World Leadership Center

Fiscal Year 2016 Budget Justification

Submitted:

January 28, 2015



All participants in the Open World Program spend two days in an Orientation in Washington before flying to their host city.

~Accountable Governance/Environment delegation from Russia hosted by Hendersonville Sister Cities via grantee International Focus in Raleigh, North Carolina in September 2014

I. Introduction

Since its inception in 1999, the Open World Leadership Center (“the Center”) has served Members of Congress in both chambers. The Center focuses on responding to priorities of Congress and producing an exchange program, (Open World), which establishes lasting relationships between the up and coming leaders of Russia, Ukraine, and other Eurasian countries and engaged Americans committed to showing U.S. governance and values. The Center assists Congress in its oversight responsibilities, aids Congress in its inter-parliamentary and legislative activities, and supports projects and partnerships of American communities and citizens throughout the United States with their counterparts in participating Open World countries.

The Open World program was originally designed to bring emerging federal and local Russian political leaders to the United States to meet their American counterparts and gain firsthand knowledge of how American civil society works. Program participants experienced American political life and saw democracy in action, from debates in local city councils to the workings of the U.S. Congress. In 2003, Congress expanded the scope of Open World to include eleven former Soviet countries,

Today the Center operates in fourteen countries and, by the end of 2014, will have brought nearly 23,500 rising leaders to engage their American counterparts in professional exchanges in more than 2,200 American communities in all fifty states. All the countries participating in the Open World program are strategically important to the interests of the

U.S. government and located in areas of growing economies where opportunities for foreign investment and trade increase annually. The growing leadership network, where many continue their relationships both with each other and with their American counterparts, extends the impact of the World program far beyond the ten-day stay in the United States. With the continued support of Congress, Open World host families will once again open their homes to help sustain this highly successful congressional program that creates a network of leaders in countries of strategic importance to the United States.

Open World has served the Congress well, earning strong bipartisan and bicameral support. With the requested funding level of \$8 million, the Center will continue this vital work and bring at least 1,200 participants to communities all around the United States in 2016. This modest request seeks to restore funding that is level with its Fiscal Year 2012 appropriation and its Fiscal Year 2013 request.

By the end of 2014, 7,200 constituents in nearly 2,200 communities in all 50 states had hosted Open World delegates. These local communities not only provide the delegates with the highest level of professional programs, but routinely welcome them into their homes.

~Agricultural delegation from Kyrgyzstan with a Wolf Creek barley rancher in Helena, Montana hosted by WorldMontana via grantee FHI360



II. Budget Overview

FY 2016 Budget Request: \$8 Million

Open World offers an extraordinary “bang for the buck,” serving as a model of efficiency, cost-effectiveness and value. For years, the Center has boasted an overhead rate of 7%, with 93% of its annual expenditures going directly to program costs. The Center investigates every opportunity for savings and diligently manages its fiscal operations with a goal of reducing costs while maintaining program quality.

The Center employs generally accepted best practices to develop the most cost-efficient and effective means to accomplish its mission. It has internal controls that ensure program quality, including pre- and post-program report follow-up, weekly teleconferencing with our logistical contractor, and regular contact with grantees and local hosts. We use a zero-based budget approach to every contract, every grant budget, as well as with the Center’s annual operating budget. The Center actively seeks cost-sharing partnerships with other government initiatives whose missions complement ours. The Department of State’s Office of the Coordinator of U.S. Assistance to Europe and Eurasia, the U.S. Agency for International Development, the U.S. Department of Energy/National Nuclear Security Agency (DOE/NNSA) and the U.S. Embassies in Armenia, Kosovo, Mongolia, Serbia, Tajikistan, Turkmenistan, Ukraine, and Uzbekistan have all joined with the Open World Leadership Center in directly funding a number of our delegations.



By partnering with American embassies in Open World countries, the Center realizes significant savings in logistical costs – often as much as a 40 percent reduction. Partnerships with our embassies and other U.S. government agencies offer an excellent opportunity to accomplish overlapping and complementary mission goals at half the cost to each agency.

~Open World Executive Director, Ambassador John O’Keefe, was hosted at the U.S. Embassy in Belgrade, Serbia along with a group of Serbian and Macedonian journalists who traveled to Big Canoe and Atlanta, GA in 2014.

During his October travel to Estonia, Moldova, and Ukraine, Ambassador O’Keefe met with many program alumni. While in Kyiv, the U.S. Mission hosted a reception attended by about 30 leading Ukrainian alumni, many of which were active in the Maidan movement.

Partnering with other U.S. government agencies is mutually beneficial as well as fiscally responsible. Both parties stand to maximize their available funds to meet complementary goals. For example, the Sandia National Laboratory partnered with Open World to bring a delegation of non-proliferation nuclear scientists from Kazakhstan who traveled to Albuquerque, New Mexico for a program designed to enhance relationships between U.S. and Kazakhstan in this vital area of mutual cooperation. Specifically, Sandia

was able to promote the goals and objectives of the DOE/NNSA by furthering discussions related to safeguards and protection of nuclear materials, technologies, and facilities. The Kazakhstani's benefitted through direct interaction with various subject matter experts learning about advanced protection measures that they could implement at their own site(s).

Open World's rigorous efforts to maintain high program quality, to work with dedicated and well-run national and local hosting organizations, and to spend federal dollars wisely and responsibly have resulted in a highly competitive grant process. Interest in hosting an Open World delegation remains vibrant within the American hosting community. For the 2015 grant proposal cycle, demand for hosting Open World delegations is more than triple the supply of available hosting slots.



Home stays are an integral feature of the Open World program. In addition to the in-kind contributions of the local hosts' time and resources, home stays provide an opportunity to create partnerships and friendships beyond the eight-day program.

—Moldovan delegation (Blogging for Democracy) with their hosts in Greensboro, North Carolina. Local organization: Greensboro Rotary Club

Open World strongly encourages grantees to cost-share, making it part of our annual competitive proposal process. For example, in 2014, Friendship Force International hosted 25 Open World delegations (6 participants each) in 23 communities in 17 states through their local clubs. Overall, hosting organizations, such as Rotary and Friendship Force clubs, through volunteers, home stays, and other in-kind contributions contributed an estimated 45% of the total local cost of Open World delegations. The search for cost-sharing partners with common or complementary goals creates an environment beneficial for all participants and allows for Open World grant funds to accommodate larger numbers of emerging leaders, maximizing the use of its appropriated funds. Indeed, the per-person-cost to bring a delegate to the United States had steadily declined over the past few years as Open World increased its cost-sharing efforts despite rising transportation, interpretation, and other costs.



Long-term partnerships are a hallmark of Open World visits.

~The PTSD delegation from Ukraine that was hosted by the leadership of the Yale School of Medicine, Department of Psychiatry, also met with Senators Richard Bumenthal and Chris Murphy at Yale University in New Haven in August

The dedicated and enthusiastic American citizens who host program participants in their homes and communities provide major support to the Open World program. Private American citizens freely provide social events, community-wide activities, housing, and most meals for participants. Without this in-kind support, the cost of hosting Open World delegations would be substantially higher, and the Center would bring far fewer delegates on this important program. In 2014, the hosting of Open World participants in homes throughout the United States and significant contributions from the Center's partners saved the Center an estimated \$2.1 million. To date, more than 7,200 American families in 2,200 communities in all fifty states have hosted Open World delegations.

For a complete list, *by state*, of Open World grantees, local host organizations, and host judges, see Tab 2.

Open World is Congress' partnership with the American people, providing them with the opportunity to bring the world into their homes, and experience world events through face-to-face interaction, rather than through the media. Conversely, Open World delegates experience an America from the inside out – an America they did not know existed. Most importantly, though, Open World is a resource, an asset, and an investment of the U.S. Congress in support of its oversight authority on foreign relations as all Open World delegates gain exposure to the legislative process and its effect on all walks of life and throughout the community.

As events unfolded in late 2013 and 2014 with Ukraine facing foreign aggression, Open World rapidly responded to the needs of this critical friend of the United States by more than doubling its 2014 Ukraine program to nearly 300 emerging Ukrainian leaders, including numerous heroes of the Maidan movement and important leaders from Crimea and its Tatar population. Fifteen of the most progressive leaders of the new Ukrainian parliament are alumni of Open World – demonstrating the program's impact in that country. Also, the Center paid special attention to programming for delegates from Eastern and Southern

Ukraine due to the damage being done to those regions of the country and the need for Western support.

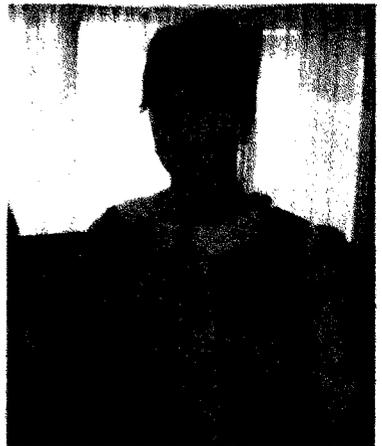
In 2014, Open World programming for Ukraine focused on the themes of legislator-to-legislator programming; Accountable Governance; Transparency in Media; Anti-Trafficking; Health Issues; Women in Agriculture, and the Prevention of Violence Against Women and Children; and Education and Innovation. Open World programming in 2014 was also focused on strengthening sixteen partnerships between Ukrainian and American partners.

Demonstrating Open World's responsiveness to the tragic events of 2014, in mid-August the Center collaborated with the Yale School of Medicine, Department of Psychiatry and the United Ukrainian American Relief Committee to bring 23 leading psychiatrists, psychologists, and clergy on a timely and critical program to study effective means of treatment for Posttraumatic Stress Disorder. Earlier, in May, 12 medical professionals took part in a pre-emergency medical treatment program at the Tulane School of Medicine. Both of these projects were developed as part of a rapid response to the crisis in Ukraine. Both of these important projects were generously co-funded by the hosting institution and private donors. Upon return to Ukraine, the PTSD delegation initiated a closed Facebook group and met at St. Michael's Cathedral in Kyiv with representatives of the Ministry of health to sign a declaration establishing a nationwide network of psychological and social support services for those suffering from PTSD as a result of the conflict in Ukraine being waged by Russia.

Another way in which Open World furthers the U.S. Mission in Ukraine is in the field of education reform by supporting efforts to combat corruption in the educational system there. Recent Open World delegations have included much of the leadership in the progressive Ministry of Education and Science, and have supported USAID's Ukrainian Standardized External Testing Initiative in cost-shared programs. In 2013, the U.S. Mission in Ukraine convened two roundtables of Open World alumni education leaders noting particularly the results that this programming produces among the new leadership of Ukraine, both in the legislative drafting of forward looking education reform packages and in the administration of the education system.

The role of legislatures is a recurring theme in Open World programming.

~A delegation of young lawmakers and advisors from four regions in Ukraine traveled to Jackson, Mississippi to observe the legislative process in a state capital. During their stay and in addition to visiting with the leadership of the state legislature, the delegation met with staff representatives of Senators Thad Cochran and Roger Wicker. They also appeared in an article (shown here) in the Clarion Ledger and conducted widely viewed interviews with Mississippi Public Broadcasting to describe the current situation and their work in Ukraine.



Open World is also implementing important programming in Russia as it remains one of the only American entities working to foster a progressive, democratic government in that country. Open World has worked with regional legislatures, sister Rotary clubs and other existing Russian partnerships, like those between Archangelsk and Maine, Volgograd and Cleveland, and Samara and St. Louis to maintain a robust level of communication between Americans and their Russian partners at this time of tension between our two countries.

The founding of Open World in 1999 by the Librarian of Congress James H. Billington and the Russian Academic Dmitri Likhachev, with the strong support of Senator Ted Stevens, was when tensions between the U.S. and Russia were at a high point. Similarly today, the importance of Open World in bringing the real America to the future leadership of Russia is urgently needed to counter-balance the use of mass media and other significant propaganda being used by the Russian government to draw false impression of America and its role in the world.

As part of the important role Open World is playing in Russia, it partnered with Supporters of Civil Society in Russia in 2014 to send two large delegations nominated from among graduates of the Moscow School of Civic Education, one of the last bastions of institutions providing a broad liberal arts/international relations curriculum to open-minded emerging Russian leaders. The alumni of this program have ended up in key positions in government and civil society organizations throughout the Russian Federation.

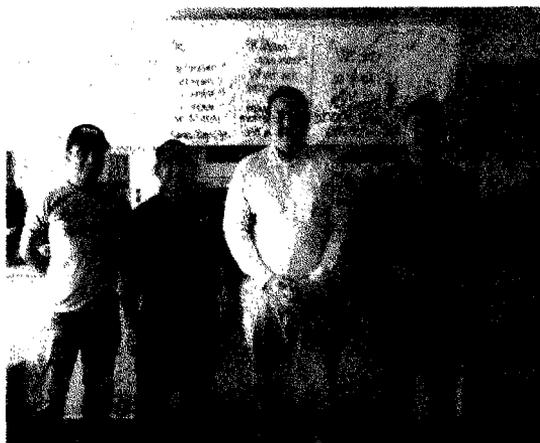
Another example of key Open World activity in Russia is its support of future oriented curriculum development with law school faculties in Russia. As part of this effort, Open World has fostered a relationship between U.S. District Judge Stephen P. Friot (Western Oklahoma) and the Department of Law of the Lobachevsky Nizniy Novgorod State University. This partnership resulted in Judge Friot traveling to Nizhniy Novgorod in early 2014 at the expense of his Russian partner and a follow up delegation supported by Open World.

To a great degree, Open World has been an important partner to the U.S. Mission in Russia, working to close gaps that arise from the changing relationship between the Russian Federation and the United States. The Center's broad understanding of the Mission's strategies and its close relationship with its partners/alumni throughout Russia has provided important and sustainable access to the future generation of Russian leaders.

“The Open World program is one of the most authentic people-to-people exchange programs that I have seen. Alumni of the Open World program are found in almost every corner of this large and diverse country and their experience in the United States can be transformative. Even more impressive are some of the projects and lasting partnerships that grow out of the program...”

~Ambassador John Tefft (U.S. Ambassador to Ukraine, 2009-2013; U.S. Ambassador to Russia, 2014-present)

In conclusion, the fiscal year 2016 budget request will enable the Open World Leadership Center to continue to make major contributions to an understanding of democracy, civil society, and free enterprise in regions of vital importance to both chambers of the U.S. Congress, the nation as a whole, and the incredible communities and families that serve as hosts for their colleagues from these critical countries.



Open World themes are specifically geared to meet US Mission goals while remaining relevant to issues at home in the U.S. Congress. ~*Delegation of young leaders from Turkmenistan with a U.S. Border Patrol Union representative to discuss Migrant Issues. Hosted by the San Diego Citizen Diplomacy Council through FH1360 in May 2014*

III. Budget Request Detail

In this lean fiscal environment, we are committed to keeping costs down while maintaining program quality. When constructing our budget, however, we must consider the fact that in reducing the number of participants hosted, there comes a tipping point in terms of efficiency. Certain base costs remain whether bringing 500 participants or 1,500. Using economy of scale, it is our experience that bringing up to 1,200 participants a year is that tipping point. Below that number, the program becomes less cost effective and the per person cost rises. To that end, our budget request of \$8 million is based on bringing up to 1,200 participants in 2016.

We are pleased that Open World is able to request a budget for 2016 that respects the need for fiscal restraint. 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 made it possible to increase that target number of 1,200 to 1,372 in 2012 with the same congressional appropriation.

Open World spends its appropriation in two categories: **Direct Program Costs** and **Administration Costs**. Direct Program Costs includes: a logistical coordinator contract; grants to host delegations in the United States; and some of the salary and benefits of the Center's D.C. and Moscow staff as follows:

Executive Director	— Senior Level	15% for Direct Program
Deputy Executive Director	— GS 15	75% for Direct Program

Public Affairs Officer	— GS 13	10% for Direct Program
Program Managers (2)	— GS 13	100% for Direct Program
Congressional Relations Officer	— GS 11	10% for Direct Program
Foreign Service National (FSN) (1)		100% for Direct Program

This is the minimum staff level required to manage 1,200 or more participants in a program year. Each Program Manager handles between four and ten grantees and up to 600 participants. They coordinate all aspects 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 staff in the U.S. Embassy in Moscow is critical in coordinating nominations and selections, program development, and relations with in-country officials.

The Center works closely with its grantees to capture any possible reductions or savings in costs. For example, we work with grantees to find professional interpreters at competitive rates and we require cost-sharing in every grant proposal. We work closely with our logistical contractor to find the best airfares, to keep their staff costs at a minimum, and to find savings wherever possible.

The clipping is from the **MADISON JOURNAL**, with the masthead "The Only Newspaper Serving Madison First" and "Madison, Iowa • 1839 to 2014 • 175 Years & Counting!". The article is dated **7:56 PM** and **78¢** per copy.

Linn-Mar to be inspected in April
By James G. Brown
 Three days

Open World Delegation Arrives

Plus-Sponsored
London: Open World
Delegation
 has arrived in Madison
 to gain firsthand
 experience with Ameri-
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 These incoming stud-
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 arrive in Iowa hosted
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See Story, Page A2

The Center's fiscal year 2016 budget request breaks down as follows:

A. Direct Program — \$ 7,875,000

1.	Logistical Contract	4,000,000
2.	Grants/Other Hosting Costs	3,350,000
3.	Salary/Benefits	525,000

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.

“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 — \$ 861,000

1.	Salary/Benefits	500,000
2.	Services of Other Agencies	175,000
3.	Professional Services	150,000
4.	Miscellaneous Office	36,000

This category includes an interagency agreement with the Library of Congress for infrastructure services, small contracts for professional services, postage, 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: \$8,736,000¹

¹ The amount over \$8 million shown here will be covered by donations and other offsets.

IV. Conclusion

As a Legislative Branch entity, the Open World Leadership Center actively supports the foreign relations efforts of Congress. The Center also links Congress to experienced and enthusiastic 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 2014, 86 percent of program participants met with Members of Congress or Congressional staff during their exchanges. These meetings make a significant impact on our delegates. Meeting with a legislative leader is often not possible in their own countries. The accessibility of the U.S. Congress to its constituents and even the concept of constituent services is sometimes a new and astonishing experience for them.



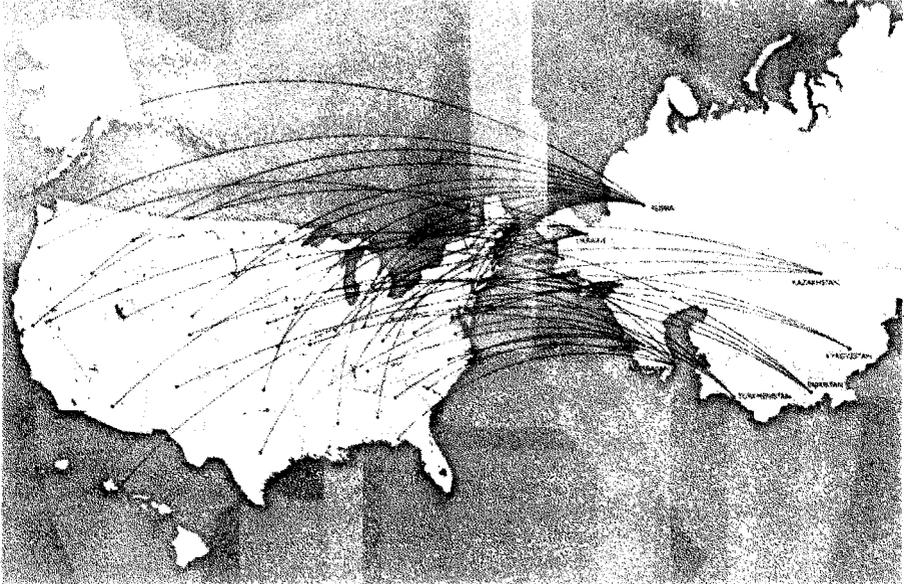
About 50 percent of Open World delegates come from national, regional and local government offices. Meeting with Members of Congress as well as state and local legislators in the United States demonstrates how accountable governance, transparency and accessibility impact the legislative process.

~Delegation of Kazakhs hosted by the International Services Council of Huntsville, Alabama visit U.S. Representative Robert Aderholt's office in Washington, D.C.

Despite rising base costs of transportation and contracts, we have not requested any additional funding in the \$8 million for FY 2016. There are several reasons for this. First and foremost, cost-shares from our hosts throughout America have risen steadily. We have also found partners willing to assume some international transportation costs, and we expect that private donations will help sustain our work. In all, 25% of our resources will come

from outside our appropriation. It is this broad support, both materially and in spirit, that makes this program incredibly strong while allowing us to keep this request modest.

All of us at Open World deeply appreciate the engagement and support of Congress, and particularly of this sub-committee. We remain a uniquely effective legislative instrument providing the Congress with a resource that promotes "constituent diplomacy." By supporting the Open World program, you allow Americans in every state to make a difference at the grassroots level and effect positive change in communities in these complex and strategically important nations.



National Grantees/Local Host Organizations/Host Judges by State

ALABAMA

Local Host Organizations

American Foreign Policy Council – Birmingham
 American Foreign Policy Council – Huntsville
 Birmingham International Center
 Birmingham Sister Cities Commission – Ukraine Committee
 Birmingham Southern College
 Friendship Force – Birmingham
 Friendship Force – Huntsville
 Friendship Force – Montgomery
 International Services Council of Alabama*
 Rotary Club – Montgomery
 United Methodist Church – Denton Road
 U.S. District Court for the District of Alabama
 University of Alabama Huntsville, Office of International
 Programs and Services

Federal, District, and State Host Judges

Karon O. Bowdre, *District Judge*
 Mark E. Fuller, *District Judge*
 Myron H. Thompson, *Magistrate Judge*
 Susan Walker, *Magistrate Judge*

ALASKA

National Grantee

Alaska State Legislature

Local Host Organizations

Alaska/Khabarovsk Rule of Law Partnership
 Anchorage International Rotary Club
 Anchorage Sister Cities Commission
 City of Homer
 Pacific Environment
 Prince William Sound Regional Citizens Advisory Council
 Rotary Club – Anchorage International
 Rotary Club - Homer Kachemak Bay
 Rotary Club – Juneau
 Rotary Club – Kendallville
 United Methodist Church – Fairbanks
 U.S. District Court for the District of Alaska

Federal, District, and State Host Judges

Harry Branson, *Magistrate Judge*

ARIZONA

Local Host Organizations

American Association of University Women, East Mesa Branch
 Arizona Supreme Court
 Corporate Education Consulting, Inc
 Flagstaff Sister Cities Organization
 Friendship Force of Central Arizona
 Friendship Force – Tucson
 Friendship Force – Phoenix
 International Training and Consulting, Inc
 People for World Change
 People to People International, Greater Phoenix Chapter
 Pima Community College
 Rotary Club – Fountain Hills
 Rotary Club – Kingman Route 66
 Rotary Club – Phoenix
 Rotary Club – Sun City West
 Rotary Club – Tucson
 Rotary Club – Yuma
 Rotary District 5510
 Tucson-Almaty Sister Cities Committee
 United Methodist Church – Kingman
 United Methodist Church – Lake Havasu
 United Methodist Church – Phoenix
 U.S. Bankruptcy Court for the District of Arizona
 U.S. District Court for the District of Arizona

Federal, District, and State Host Judges

Eileen Hollowell, *Bankruptcy Judge*
 John Roll, *District Judge*

ARKANSAS

Local Host Organizations

American Association of University Women, North Little Rock Chapter
 Arkansas Council for International Visitors*
 Arkansas River Valley Regional Library
 Arkansas State University Mountain Home
 Garland County Community College
 League of Women Voters - Washington County
 Rotary Club - Bentonville
 Rotary Club - Bella Vista Noon
 Rotary Club - Little Rock
 Sebastian County Bar Association
 The Jonesboro Sun
 United Methodist Church - Conway
 United Methodist Church - DeWitt
 United Methodist Church - Fort Smith
 United Methodist Church - Little Rock
 United Methodist Church - Mena
 United Methodist Church - Searcy
 University of Arkansas School of Law

Federal, District, and State Host Judges

Robert T. Dawson, *Bankruptcy Judge*
 Richard D. Taylor, *Bankruptcy Judge*
 Susan Webber Wright, *District Judge*

CALIFORNIA

National Grantees

Brubeck Institute at the University of the Pacific
 Center for Safe Energy
 Earth Island Institute
 Independent Television Service (ITVS)
 Pacific Environment
 Sonoma City Opera
 Tahoe-Baikul Institute

Local Host Organizations

49'er Breakfast Rotary Club - Nevada City
 Alusha-Santa Cruz Sister County Support
 American-Azeri Council
 American Foreign Policy Council - Fresno
 American Foreign Policy Council - Huntington Beach
 Brubeck Institute at the University of the Pacific
 Center for Safe Energy

Citizen Diplomacy Council - San Diego
 City of Livermore
 City of Santa Cruz Sister Cities Committee
 Congress of Russian Americans, Stanford University
 County of Santa Clara/Moscow Sister County Commission
 Earth Island Institute: Baikal Watch
 Episcopal Church – Berkeley
 Estate Financial, Inc
 Friendship Force – Kern County
 Friendship Force of Sacramento
 Hartnell College Foundation
 Independent Television Services
 International Visitors Council – San Diego
 International Visitors Council – Los Angeles*
 Kidsave International
 League of Women Voters – Claremont
 League of Women Voters – Los Angeles
 League of Women Voters – Piedmont
 League of Women Voters – San Luis Obispo
 Long Beach/Sochi Sister City Association
 Los Angeles-Saint Petersburg Sister City Committee
 Modesto Sister Cities International
 National Council of International Visitors – Santa Ana
 National Peace Foundation Escondido Chapter
 New Bridge Management
 Northern California World Trade Center
 Oakland/Nakhodka Sister City Association
 Pacific Environment
 Peace Links – Berkeley
 Peace Links – San Francisco
 People to People International – Greater Los Angeles Chapter*
 Rotary Club – Cloverdale
 Rotary Club – Dominguez-Carson
 Rotary Club – Del Amo
 Rotary Club – East Fresno
 Rotary Club – Hollywood
 Rotary Club – La Verne
 Rotary Club – Lamorinda Sunrise
 Rotary Club – Livermore
 Rotary Club – Los Altos
 Rotary Club – Los Angeles - Wilshire
 Rotary Club – Manhattan Beach
 Rotary Club – Mariposa
 Rotary Club – Merced Sunrise
 Rotary Club – Mid San Fernando Valley
 Rotary Club – Nevada City
 Rotary Club – Oakland
 Rotary Club – Palm Springs

Rotary Club – Palos Verdos
 Rotary Club – Pasadena
 Rotary Club – Paso Robles
 Rotary Club – Rancho Cucamonga
 Rotary Club – Rancho San Diego/Spring Valley
 Rotary Club – Redlands
 Rotary Club – San Pedro
 Rotary Club – Santa Barbara
 Rotary Club – Santa Cruz
 Rotary Club – Stockton East
 Rotary Club – Temecula
 Rotary Club – the High Desert
 Rotary Club – Turlock
 Rotary Club – Walnut Creek
 Rotary Club – Westlake Village
 Rotary District 5320
 Russian American Business and Arts Council
 Sacramento City College, International Studies Program
 Sacramento Council for International Visitors
 San Diego Citizen Diplomacy Council*
 San Diego-Vladivostok Sister City Society
 Santa Cruz Sister Cities
 Sebastopol World Friends, Chyhyryn Committee
 Sonoma City Opera
 Tahoe-Baikal Institute
 United Methodist Church – La Mesa
 United Methodist Church – Los Angeles
 United Methodist Church – Ontario
 United Methodist Church – Sanger
 U.S. Bankruptcy Court for the Eastern District of California
 U.S. Bankruptcy Court for the Northern District of California
 U.S. Court of Appeals for the Ninth Circuit
 U.S. District Court for the Central District of California
 U.S. West Coast-Russian Far East
 University of California Los Angeles Department of Information
 Studies
 University of the Pacific McGeorge School of Law

Federal, District, and State Host Judges

Louise Adler, *Bankruptcy Judge*
 Peter Bowie, *Bankruptcy Judge*
 Samuel Bufford, *Bankruptcy Judge*
 Marilyn L. Huff, *District Judge*
 Christopher M. Klein, *Bankruptcy Judge*
 Ronald S.W. Lew, *District Judge*
 Consuelo B. Marshall, *District Judge*
 Margaret McKeown, *Circuit Judge*
 Michael McManus, *Bankruptcy Judge*

Louisa Porter, Magistrate Judge
 Ronald H. Sargis, Bankruptcy Judge
 William Shubb, *District Judge*
 Dickran Tevrizian, *District Judge*

COLORADO

National Grantees

International Institute of Education/Rocky Mountain Center

Local Host Organizations

Boulder Chorale
 Boulder-Dushanbe Sister Cities
 Colorado Springs Sister Cities International
 CROSSwalk People Helpers
 Fremont County and Valdai Sister City Association
 Friendship Force – Greater Denver
 Friendship Force – Northern Colorado
 League of Women Voters – Boulder County
 Research Management Consultants, Inc.
 Rotary Club – Aspen
 Rotary Club – Centennial
 Rotary Club – Denver
 Rotary Club – the Denver Tech Center
 Rotary Club – Evergreen
 Rotary Club – Ft. Collins
 Rotary Club – Golden
 Rotary Club – Longmont
 Rotary Club – Parker
 Rotary Club – Smoky Hill
 Rotary Club – Vail
 Rotary Club – Westminster 7:10
 Telluride Film Festival
 United Methodist Church – Towner
 U.S. Bankruptcy Court for the Northern District of Colorado
 U.S. Court of Appeals for the Tenth Circuit
 WorldDenver*

Federal, District, and State Host Judges

Sidney B. Brooks, *Bankruptcy Judge*
 David M. Ebel, *Circuit Judge*
 Timothy M. Tymkovich, *Circuit Judge*

CONNECTICUT

Local Host Organizations

Connecticut-Pskov Rule of Law Partnership Committee
 Friendship Force – Connecticut
 Friendship Force – Hartford
 International Visitors Committee of Connecticut
 League of Women Voters – Canton
 National Council for International Visitors – Westport
 Rotary Club – Colchester
 Rotary Club – New Haven
 Southern Connecticut Friendship Force
 State of Connecticut Judicial Branch Court Support Services
 Division
 University of Connecticut Global Training and Development
 Institute
 University of New Haven
 Yale School of Drama
 Yale University School of Medicine

Federal, District, and State Host Judges

Peter Dorsey, *District Judge*
 John Walker, *Circuit Judge*
 Robin Tebora, *Clerk of Court*

DELAWARE

Local Host Organizations

Delaware Justice of the Peace Courts
 National Council for International Visitors – Wilmington
 United Methodist Church – Milford
 University of Delaware Library
 University of Delaware, Institute for Global Studies*
 Vital Voices Global Partnership

Federal, District, and State Host Judges

Sue Robinson, *District Judge*

DISTRICT OF COLUMBIA**National Grantees**

American Foreign Policy Council
 American International Health Alliance
 American University – Women and Politics Institute
 Center for Democracy
 Coalition for Intellectual Property Rights
 FHI 360 (formerly Academy of Educational Development)
 Freedom House
 Graduate School
 International Academy for Freedom of Religion and Belief
 International Republican Institute
 ISAR Resources for Environmental Activists
 League of Women Voters
 Meridian International Center
 National Council for International Visitors
 National Democratic Institute for International Affairs
 National Peace Foundation
 Peace Links
 Thelonius Monk Institute
 U.S.-Ukraine Foundation
 Vital Voices Global Partnership

Local Host Organizations

American University
 Center for Democracy
 Center for Law and Social Policy
 Chemonics, Inc
 George Washington University, Community Legal Clinics
 Global Arts Network
 Hillwood Estate Museum and Gardens
 Historic Preservation Office, District of Columbia Office of
 Planning
 Initiative for Russian Culture at American University
 International Republican Institute
 ISAR: Resources for Environmental Activists
 League of Women Voters of the United States
 Library of Congress Preservation Directorate
 National Council for International Visitors
 National Council for the Traditional Arts
 National Democratic Institute for International Affairs
 National Peace Foundation – Urban Schools Program
 Rotary Club – Washington, DC
 Valbin's Center for International Programs
 Vital Voices Global Partnership
 Wider Opportunities for Women
 Women in Politics Institute, American University

FLORIDA**National Grantees**

GlobalJAX (formerly International Visitor Center of Jacksonville-
Stetson University School of Law

Local Host Organizations

American Association of University Women – Sarasota
 American Foreign Policy Council – Melbourne
 American Foreign Policy Council – Sarasota
 Eckerd College
 Eleventh Judicial Circuit of Florida
 Enter-Met Thermochemical Engineers, Inc.
 Florida Suncoast Friendship Force Club
 Friendship Force – Greater Orlando
 Friendship Force – Sarasota
 GlobalJAX (formerly Jacksonville International Visitor Center)
 Gulf Coast Citizen Diplomacy Council
 International Council – Central Florida, Inc
 International Resource Center – Jacksonville
 Jacksonville Sister Cities Association
 Lakeland Sister Cities International, Inc.
 League of Women Voters – Broward County
 Manatee County Sheriff's Office
 Miami Council for International Visitors
 Miami Dade College
 Rotary Club – Brandon South
 Rotary Club – Cantonment
 Rotary Club – Coral Springs
 Rotary Club – John Knox Vlg
 Rotary Club – Largo
 Rotary Club – Panama City
 Rotary Club – Pensacola
 Rotary Club – Sarasota
 Rotary Club – Seminole County South
 Rotary Club – Tallahassee
 Rotary Club – Tampa/Tampa Armature Works
 Rotary Club – Weston, FL
 Rotary District 6970
 Sister City Program – Gainesville, Inc
 St. Petersburg College
 Stetson University College of Law
 Tallahassee Community College
 Tallahassee-Krasnodar Sister City Program
 Tampa Law Center
 U.S. Bankruptcy Court for the Southern District of Florida
 U.S. Court of Appeals for the Eleventh Circuit

U.S. District Court for the Middle District of Florida
United Methodist Church – Fort Walton Beach
United Methodist Church – Fruitland
United Methodist Church – Jacksonville
United Methodist Church – Lighthouse Point
United Methodist Church – Orlando
United Methodist Church – Palm City
United Methodist Church – Pensacola
United Methodist Church – Sarasota
United Methodist Church – Titusville
University of Miami School of Law
University of South Florida Health Science Center

Federal, District, and State Host Judges

David Baker, *Magistrate Judge*
Rosemary Barkett, *District Judge*
A. Jay Cristol, *Bankruptcy Judge*
Patricia Fawsett, *District Judge*
James Glazebrook, *Magistrate Judge*
Alan S. Gold, *District Judge*
Elizabeth Jenkins, *Magistrate Judge*
Elizabeth Kovachevich, *District Judge*
Stephen P. Mickle, *District Judge*
Harvey Schlesinger, *District Judge*

GEORGIA**National Grantees**

Claus M. Halle Institute for Global Learning at Emory University
 Friendship Force International
 Future of Russia Foundation
 GA2GE Foundation (Georgia to Georgia Foundation)
 Intercultural Services

Local Host Organizations

Addiction Recovery Institute
 Alston and Bird One Atlantic Center
 Atlanta-Tbilisi Sister City Committee
 Blue Ridge Environmental Defense League
 Citizen Diplomat Corps
 Columbus-Zugdidi Sister Cities
 Community Service Board – Dekalb
 Emory University School of Law
 Episcopal Church – Columbus
 Friendship Force – Decatur
 Friendship Force – Greater Atlanta
 Friendship Force – Hartwell
 Friendship Force – North Georgia
 Georgia Council for International Visitors
 Georgia to Georgia Foundation
 Greater Savannah International Alliance
 Hall, Booth, Smith & Slover, P.C.
 Juvenile Court of Clayton County
 League of Women Voters of Atlanta – Fulton County
 Northminster Presbyterian Church
 Office of International Affairs, Emory University
 Peace Links – Cleveland
 Rotary Club – Atlanta
 Rotary Club – Duluth
 Rotary Club – Gwinnett County
 Rotary District 6920
 Toccoa/Stephens County Chamber of Commerce
 United Methodist Church – August
 United Methodist Church – Saint Simons Island
 World Health Organization Collaborating Center in Reproductive
 Health, Emory University School of Medicine

Federal, District, and State Host Judges

William Duffey, *District Judge*
 Owen Forrester, *District Judge*

HAWAII

Local Host Organizations

International Peace and Friendship
Kapi'olani Community College
National Peace Foundation – Honolulu
Rotary Club – Honolulu
U.S. District Court for the District of Hawaii

Federal, District, and State Host Judges

David Ezra, *District Judge*

IDAHO

National Grantee

Lionel Hampton Center at the University of Idaho

Local Host Organizations

Boise State University, International Programs
Idaho Council for International Visitors
International Jazz Collections
Lionel Hampton International Jazz Festival, University of Idaho
Rotary Club – Boise
Rotary Club – Idaho Falls

Federal, District, and State Host Judges

Lynn B. Winwell, *District Judge*

ILLINOIS**National Grantees**

Columbia College Chicago
 Rotary International
 Vladimir/Canterbury Sister City Association

Local Host Organizations

American Association of University Women - Carbondale
 Chicago Jazz Ensemble, Columbia College
 Chicago Sister Cities International Program
 CHP International
 Citizen Bridges International
 College of Du Paige
 Columbia College Chicago
 Council of International Programs – Chicago*
 Episcopal Church – Peoria
 Friendship Force – Northern Illinois
 Geneseo International Thanksgiving Fellowship Program
 Heartland International
 Illinois Central College
 International Cultural Educational Association
 International Republican Institute – Glenview
 International Visitors Center – Chicago
 Kyiv Mohyla Foundation of America
 League of Women Voters – Lake Forest
 League of Women Voters – McLean County
 League of Women Voters – Oak Park
 Lithuanian American Community, Inc
 Otto and Associates
 Peoria Area World Affairs Council
 Rock River Valley International Fellowship Committee
 Rotary Club – Carbondale
 Rotary Club – Chicago
 Rotary Club – Springfield
 Rotary District 6450
 Rotary District 6640
 Russian, East European, and Eurasian Center, University of Illinois
 at Urbana-Champaign
 Springfield Commission on International Visitors
 Springfield Convention and Visitors Bureau
 Supporters of Civil Society in Russia, Inc
 U.S. District Court for the Northern District of Illinois
 U.S. Court of Appeals for the Seventh Circuit
 U.S. District Court for the Central District of Illinois
 United Methodist Church – Bolingbrook
 United Methodist Church – Lewistown
 United Methodist Church – Orion

United Methodist Church – Quincy
 United Methodist Church – Wheaton
 Vladimir/Canterbury Sister City Association – Bloomington-
 Normal
 WorldChicago

Federal, District, and State Host Judges

Marvin Aspen, *District Judge*
 Collins T. Fitzpatrick, *Circuit Executive*
 Phil Gilbert, *District Judge*
 David Herndon, *District Judge*
 Charles Kocoras, *District Judge*
 George Marovich, *District Judge*
 Michael McCuskey, *District Judge*
 Michael Mihm, *District Judge*
 Richard Mills, *District Judge*
 James Moran, *District Judge*
 James Shadid, *District Judge*
 Diane Wood, *Circuit Judge*

INDIANA

National Grantee

Resource Foundation

Local Host Organizations

American Foreign Policy Council – Fort Wayne
 Beyond Borders Global Connections
 Elkhart Sister Cities Association
 Indiana Government Center South
 Indiana Judicial Center
 Indiana Supreme Court
 Indiana University School of Public and Environmental Affairs
 International Center – Indianapolis
 Marion County Law Library
 National Peace Foundation - Indianapolis
 Office of the Indiana Attorney General
 Peace Links – Elkhart
 Resource Foundation, Inc
 Rotary Club – Bedford - District 6580
 Rotary Club – Bloomington
 Rotary Club – Carmel
 Rotary Club – Columbus
 Rotary Club of Fishers
 Rotary Club – Indianapolis
 Rotary Club – Jeffersonville
 Rotary Club – Kendallville

Rotary Club – Lafayette
 Rotary Club – Muncie Sunrise
 Rotary Club – Terra Haute
 Rotary Club – Vincennes
 Sigma Theta Tau International Nursing Honor Society
 Sister Cities of Richmond
 United Methodist Church – Akron
 United Methodist Church – Bloomington
 United Methodist Church – Indianapolis
 United Methodist Church – South Bend
 U.S. Court of Appeals for the Seventh Circuit

Federal, District, and State Host Judges
 Michael Kanne, *District Judge*

IOWA

National Grantees

Iowa Sister States
 United States District for the Southern District of Iowa
 University of Iowa International Writing Program

Local Host Organizations

Community Sister City Organization (Osage)
 Council Bluffs Tobolsk Sister City Association
 Council for International Visitors to Iowa Cities
 Creating Great Places
 Dubuque Chamber of Commerce
 Friendship Force – Central Iowa
 Friendship Force – Cedar Rapids/Iowa City
 Friendship Force – Greater Des Moines
 Friendship Force – Quad Cities
 Genesis Medical Center
 Grinnell Renaissance
 International Training, Education and Business Services and
 Associates, LLC
 International Writing Program at the University of Iowa
 Iowa Central Community College
 Iowa Council for International Understanding
 Iowa Sister States*
 ITEBS & Associates LLC
 League of Women Voters – Ames
 Marshalltown Medical and Surgical Center
 Marshalltown Sister Cities
 Mary Greely Medical Center
 Mercy Medical Center
 Mt. Pleasant Public Library

Muscatine Sister Cities, Inc.
 Myrtue Memorial Hospital
 National Peace Foundation – Cedar Rapids
 OPEN (Organization Promoting Everlasting Neighbors)
 People to People International, Oscaloosa Chapter
 Rotary Club – Des Moines
 Rotary Club – Iowa City
 Siouxland Community Health Center
 Skiff Medical Center
 Southeastern Community College
 St. Luke's Hospital
 U.S. District Court for the Southern District of Iowa
 United Methodist Church – Buckingham
 United Methodist Church – Davenport
 United Methodist Church – Des Moines
 United Methodist Church – Harlan
 United Methodist Church – Shenandoah
 United Methodist Church – Van Horne
 United Methodist Church – Waukee
 Van Buren County Hospital

Federal, District, and State Host Judges

Robert Pratt, *District Judge*
 Larry Eisenhauer, former *State Court of Appeals Judge*

KANSAS

Local Host Organizations

Center for Russian, East European and Eurasian Studies at the
 University of Kansas
 Dodge City Public Library
 Emporia State University
 Friendship Force of Kansas
 Honors Leadership Academy, Neosho County Community College
 International Visitors Council – Greater Kansas City
 Johnson County Library
 League of Women Voters – Wichita Metro
 People to People International – Greater Kansas City
 Rotary Club – Abilene
 Rotary Club – Andover
 Rotary Club – El Dorado
 Rotary Club – Hays
 Rotary Club – Larned
 Rotary Club – Leawood
 Rotary Club – Shawnee
 Rotary Club – Topeka
 Rotary Club – West Wichita
 Rotary Club – Winfield

United Methodist Church – Beloit
United Methodist Church – Manhattan
United Methodist Church – Pratt
United Methodist Church – Sawyer
United Methodist Church – Stockton
United Methodist Church – Topeka
United Methodist Church – Washington
U.S. District Court for the District of Kansas

Federal, District, and State Host Judges

Monti L. Belot, *District Judge*
John Lungstrum, *District Judge*
John Thomas Marten, *District Judge*
Kathryn Vratil, *District Judge*

KENTUCKY**National Grantees**

Louisville International Cultural Center
 University of Louisville School of Music

Local Host Organizations

American Foreign Policy Council – Louisville
 Bluegrass Community and Technical College
 Episcopal Church – Richmond
 Friendship Force – Western Kentucky
 Kentucky Community and Technical College System
 Kentucky World Trade Center
 Louisville International Cultural Center
 National Peace Foundation – Louisville
 National Peace Foundation – Maysville
 Rotary Club – Frankfort
 Rotary Club – Franklin
 Rotary Club – Hurstbourne Sunrise
 Sister Cities of Louisville, Inc
 University of Kentucky School of Public Health
 University of Louisville School of Music
 U.S. District Court for the Western District of Kentucky
 World Affairs Council of Kentucky & Southern Indiana*

Federal, District, and State Host Judges

James Moyar, *Magistrate Judge*
 John Rogers, *Circuit Judge*
 Thomas Russell, *District Judge*
 Charles Simpson, *District Judge*

LOUISIANA

Local Host Organizations

American Foreign Policy Council – Metairie
 Contemporary Arts Center – New Orleans
 Council for International Visitors - Greater New Orleans
 Louisiana State University, Department of History and Social
 Sciences
 National Peace Foundation – Baton Rouge
 New Orleans Citizen Diplomacy Council
 Rotary Club – Harahan
 Rotary Club – Shreveport
 Shreveport Bar Association
 Supreme Court of Louisiana
 Tulane University
 Turkmenistan Youth and Civic Values Foundation
 United Methodist Church – Lake Charles
 United Methodist Church – Natchitoches
 United Methodist Church – Shreveport
 United Methodist Church – Slidell
 U.S. District Court for the Middle District of Louisiana
 U.S. District Court for the Western District of Louisiana

Federal, District, and State Host Judges

S. Maurice Hicks, *District Judge*
 Roy Payne, *Magistrate Judge*
 Donald Walter, *District Judge*

MAINE**National Grantee**

Arkangelsk Committee of Greater Portland

Local Host Organizations

American Association of University Women – Caribou

American Foreign Policy Council – Portland

Center for Global Opportunities, Southern Maine Technical
College

Greater Portland Russian Sister City Project (Archangel
Committee)

Holocaust Human Rights Center of Maine

Kotlas-Waterville Area Sister City Connection

Maine Supreme Judicial Court

Maine/Arkangelsk Rule of Law Partnership Committee

Rotary Club – Portland

U.S. District Court for the District of Maine

University of Maine School of Law

University of Southern Maine, American-Caucasus Workgroup

Verill & Dana, LLP

World Affairs Council of Maine

Federal, District, and State Host Judges

Margaret Kravchuck, *Magistrate Judge*

MARYLAND**National Grantee**

Foundation for International Arts and Education

Local Host Organizations

American Association of University Women – Rockville

American Foreign Policy Council – Frederick

American Foreign Policy Council – Greenbelt

Baltimore-Odesa Sister City Committee

Center for Democracy and the Interpretation of Civil Society,
St. Mary's College of Maryland

Center for International Programs

Community College of Baltimore County

Cultural Vistas

Director of International Affairs/Mayor's Office

Ferguson Foundation

Frederick Community College

Friends of Chernobyl Centers, U.S. (FOCCUS)

Harford Community College

Howard Community College

International Education Associates
 League of Women Voters – Baltimore City
 League of Women Voters – Baltimore County
 League of Women Voters – Calvert
 Maryland/IROLC Steering Committee
 Maryland/Leningrad Oblast Rule of Law Partnership
 Maryland Sister States Program
 Montgomery County Sister Cities
 National Council for the Traditional Arts
 National Peace Foundation – Potomac
 Prince George's County Circuit Court, Seventh Judicial Circuit
 Rotary Club – Bethesda-Chevy Chase
 Rotary Club – Frederick
 Rotary Club – Parole
 Rotary Club – Towsontowne*
 Rotary District 7620
 Peace Links – Sandy Spring
 Peace Links – Silver Spring
 United Methodist Church – Bethesda
 United Methodist Church – Friendship
 United Methodist Church – Fulton
 United Methodist Church – Rockville
 U.S. District Court for the District of Maryland
 Westminster Branch, Carroll County Public Library
 World Trade Center Institute, International Visitors Program

Federal, District, and State Host Judges

Richard Bennett, *District Judge*
 Andre David, *District Judge*
 Cathy Serrette, *County Circuit Court Judge*

MASSACHUSETTS**National Grantee**

University of Massachusetts-Amherst Institute of Global Health

Local Host Organizations

American Foreign Policy Council – Holyoke
 Berkshire Community College
 Bristol Community College
 Cairdes Foundation
 Cambridge-Yerevan Sister City Association (CYSCA)*
 Cape Cod Community College
 International Center of Worcester
 Jacob's Pillow Dance
 Kanfer Legal LLC
 Massachusetts RAROLC Rule of Law Committee
 Massachusetts Superior Court
 Massachusetts Supreme Judicial Court
 Massachusetts Trial Court, Probate and Family Court Department
 Massachusetts/Tomsk Rule of Law Partnership Committee
 Mount Holyoke College
 Peace Links – Framingham
 Peace Links – Medford
 Rotary Club – Scituate
 Rotary Club – West Springfield
 Rotary International District 7950
 The Altai Project
 U.S. Bankruptcy Court for the District of Massachusetts
 U.S. Court of Appeals for the First Circuit
 U.S. District Court for the District of Massachusetts
 University of Massachusetts Medical School
 University of Massachusetts Amherst Institute for Global Health
 WorldBoston

Federal, District, and State Host Judges

Frank Bailey, *Circuit Judge*
 Marianne Bowler, *Magistrate Judge*
 Robert Cordy, *State Supreme Court Justice*
 Joan Feeney, *Bankruptcy Judge*
 Richard Stearns, *District Judge*
 Mark Wolf, *District Judge*

MICHIGAN

Local Host Organizations

American Association of University Women – Dearborn
 American Foreign Policy Council – Detroit
 American Foreign Policy Council – Grand Rapids
 Andrews University
 Colleagues International, Inc
 Detroit Metropolitan Bar Association
 Eastern Michigan University School of Social Work
 Ellen Thompson Women's Health Center
 Friendship Force – Greater Lansing
 Grand Rapids Public Schools
 Hillsdale Community Library
 Interlochen Center for the Arts, Education Department
 International Sister Cities Flint
 International Visitors Council – Metropolitan Detroit
 Kalamazoo-Pushkin Partnership Committee
 Kalamazoo Russian Cultural Association
 Lithuanian-American Community, Inc
 National Democratic Institute for International Affairs
 People to People International – Midland Chapter
 Pittsfield Charter Township
 Portage Lake District Library
 Rotary Club – Downtown Grand Rapids
 Rotary Club – Livingston Sunrise
 Rotary Club – Kalamazoo Sunrise
 Rotary Club – Lynchburg
 Rotary District 6360
 Sister Cities of Flint
 Ukrainian National Women's League of America Detroit
 U.S. Attorney's Office for the Eastern District of Michigan
 U.S. District Court for the Eastern District of Michigan
 United Methodist Church – Ewart
 United Methodist Church – Grand Rapids
 United Methodist Church – Gwinn
 United Methodist Church – Houghton
 United Methodist Church – Kalamazoo
 United Methodist Church – Kentwood
 United Methodist Church – Plymouth
 United Methodist Church – Port Huron
 University of Michigan
 Washtenaw County Prosecutor's Office

Federal, District, and State Host Judges

Virginia Morgan, *Magistrate Judge*
 Gordon Quist, *District Judge*
 Gerald Rosen, *District Judge*

MINNESOTA

National Grantee

Connect US-Russia

Local Host Organizations

AIHA – Duluth

AIHA – Minneapolis

American Foreign Policy Council – Rochester

Alliance for Democracy – Minnesota

City of Lino Lakes

Connect/US-Russia

Duluth/Petrozavodsk Committee, Duluth Sister Cities International

Friends of Houston Nature Center

Friendship Force – Minnesota/Twin Cities*

Hedburg Public Library

International Visitors Center – Jackson

La Crosse Dubna Friendship Association

Lake Superior Medical Society

League of Women Voters – Duluth

League of Women Voters – Edina

League of Women Voters – Minneapolis

League of Women Voters – St. Paul

Martin County Library System

Minnesota AIDS Project

Minnesota Alliance of Peacemakers

Minnesota International Center

Minnesota State University

Minnesota State University – Moorhead

Minnesota Supreme Court

North Country Health Services

North Country Regional Hospital

Plymouth Church Global Connections Committee

Rainy River Community College

Rotary Club – Arden/Shoreview

Rotary Club – Hibbing

Rotary Club – North St. Paul – Maplewood – Oakdale

Rotary Club – White Bear Lake

Rural AIDS Action Network (RAAN)

Saint Paul - Ramsey County Public Health

United Methodist Church – Owatonna

U.S. Bankruptcy Court for the District of Minnesota

U.S. District Court for the District of Minnesota

Women in Business

World Services – Minneapolis

Federal, District, and State Host Judges

Michael Davis, *District Judge*
 Nancy Dreher, *Bankruptcy Judge*
 Jeanne Graham, *Magistrate Judge*
 Jeffrey Keyes, *Magistrate Judge*
 Gregory Kishel, *Bankruptcy Judge*
 Paul A. Magnuson, *District Judge*
 John Tunheim, *District Judge*

MISSISSIPPI**National Grantees**

Mississippi Consortium for International Development
 Mississippi State University
 University of Mississippi/PEN

Local Host Organizations

American Foreign Policy Council – Tupelo
 International Visitors Center – Jackson
 Mississippi Consortium for International Development
 Mississippi State University
 National Peace Foundation – Oxford
 Rotary Club – Hattiesburg
 Rotary Club – Jackson*
 Rotary Club – Moss Point
 Rotary Club – Tupelo
 United Methodist Church – Greenwood
 United Methodist Church – Jackson
 University of Mississippi

Federal, District, and State Host Judges

Jerry David, *Magistrate Judge*
 Leslie H. Southwick, *Appeals Court Judge**

MISSOURI**National Grantee**

Supporters of Civil Society in Russia, Inc

Local Host Organizations

All Species Project

City of Columbia, Public Communications Office

Friendship Force – Missouri-St. Louis

Greater St. Louis – Samara Sister City Committee

Harry S. Truman School of Public Policy Affairs

International Visitors Council – Greater Kansas City

League of Women Voters – Kansas City, Mo., Jackson, Clay, and
Platte Counties

League of Women Voters – Sedalia-Pettis County

League of Women Voters – Southwest Missouri

Lincoln University of Missouri

People to People International – Greater Kansas City Chapter

Rotary Club – Kansas City Plaza

Rotary Club – Lee's Summit Sunrise

Rotary Club – Webster Groves

Rotary District 6060

St. Louis Sister Cities

St. Louis – Samara Sister Cities Committee

Supporters of Civil Society in Russia, Inc

United Methodist Church – Carthage

United Methodist Church – Hillsboro

United Methodist Church – Lambert

United Methodist Church – Lee's Summit

United Methodist Church – St. Louis

World Affairs Council – St. Louis*

Federal, District, and State Host Judges

Catherine Perry, *District Judge*

Jerry Venters, *Bankruptcy Judge*

MONTANA**Local Host Organizations**

Advisory Commission on International Relationships for City of
Great Falls

Friendship Force – Billings

Friendship Force – Central Montana

Friendship Force – Cheyenne

Montana Center for International Visitors

National Peace Foundation – Missoula

Peace Links – Missoula

Rotary Club – Bentonville and Bella Vista Noon

WorldMontana

Federal, District, and State Host Judges

Robert Holter, *Magistrate Judge*

Donald Molloy, *District Judge*

NEBRASKA**Local Host Organizations**

American Foreign Policy Council – Lincoln

Arts Industry Coordinator/Nebraska Arts Council

Friendship Force – Eastern Nebraska

Friendship Force – Greater Omaha

Friendship Force – Lincoln

Friendship Force – Omaha

Friendship Force – Smithtown

Grand Island Area Council for International Visitors

Heartland Family Service

Kiwanis Club – Omaha

Omaha Sister Cities Association

Rotary Club – Omaha

United Methodist Church – Harvard

U.S. District Court for the District of Nebraska

University of Nebraska Medical Center College of Nursing

Federal, District, and State Host Judges

Joseph E. Bataillon, *District Judge*

Laurie Smith Camp, *District Judge*

Lyle E. Strom, *District Judge*

NEVADA

National Grantee

Jewish Community Council

Local Host Organizations

International Center:

International Visitors Council – Northern Nevada

Northern Nevada International Center

Rotary Club – Elko Desert

Rotary Club – Fremont*

Rotary Club – Las Vegas

Rotary Club - Reno

Rotary Club – Reno Central

Rotary Club – Southern Nevada*

Rotary Club – Tahoe-Douglas

Rotary District 5300

U.S. District Court for the District of Nevada

Federal, District, and State Host Judges

Valerie Cooke, *Magistrate Judge*

Lloyd D. George, *District Judge*

Howard McKibben, *District Judge*

NEW HAMPSHIRE

Local Host Organizations

Friendship Force – the New Hampshire Seacoast

International Cultural Education Association

New Hampshire Supreme Court, Office of the General Counsel

New Hampshire/Vologda Rule of Law Partnership Committee

Portsmouth/Severodvinsk Connection

Public Defender, New Hampshire Public Defender's Office

Rotary Club – Bow

World Affairs Council – New Hampshire*

NEW JERSEY**Local Host Organizations**

American Foreign Policy Council – Cherry Hill
 Camden County Library
 City of New Brunswick
 Cross Cultural International Institute
 Friendship Force – Southern New Jersey
 Global Education Center at Montclair State University
 League of Women Voters – Montclair
 Monmouth University Institute for Global Understanding and
 Department of Political Science and Sociology
 Ocean County Library
 Phillipsburg Free Public Library
 Princeton University, Department of Slavic Languages and
 Literatures
 Rotary District 7470
 Rutgers University School of Law
 Rutgers University School of Communication and Information
 United Methodist Church – Hackettstown
 U.S. District Court for the District of New Jersey

Federal, District, and State Host Judges

John Bissell, *District Judge*
 Marie Renee Bumb, *District Judge*

NEW MEXICO**Local Host Organizations**

Albuquerque/Ashgabat Sister Cities Committee*
 Albuquerque Council on International Visitors
 Bridges to Tajikistan*
 Council on International Relations
 Episcopal Church – Santa Fe
 Los Alamos and Sarov Sister Cities Initiative
 People to People International, New Mexico Chapter
 Rotary Club – Las Cruces
 Sandia National Laboratory
 Santa Fe Council on International Relations*
 SRIC Southwest Research and Information Center
 Thomas Branigan Memorial Library
 U.S. Bankruptcy Court for the District of New Mexico
 U.S. District Court for the District of New Mexico
 United Methodist Church – Los Alamos

Federal, District, and State Host Judges

Carmen Garza, *Magistrate Judge*

Leslie C. Smith, *Magistrate Judge*
James S. Starzynski, *Bankruptcy Judge*

NEW YORK

National Grantees

Appeal of Conscience
CEC ArtsLink
Lincoln Center Theater Directors' Lab
Linkages of Rochester

Local Host Organizations

American Association of University Women – Greater Rochester Area
Albany Law School
Albany-Tula Alliance
American Foreign Policy Council – Albany
American Dance Festival
Brooklyn College Library
Buffalo-Niagara World Connect
Buffalo-Tyler Sister Cities, Inc
CDS International, Inc.
CEC ArtsLink
Cornell University
Criminal Court for the Seventh Judicial District
Doctors of the World-USA
Episcopal Church – East Aurora
Friendship Force of Hudson Valley
Friendship Force – Long Island
Friendship Force – Smithtown
Greater Rochester Area Branch of American Association of University Women
Hofstra University School of Law
International Institute of Buffalo
International Center of the Capitol Region*
International Center of Syracuse
International Film Seminars, Inc
International Institute of Buffalo
Irondequoit-Poltava Sister Cities
League of Women Voters – Oneonta Area
League of Women Voters – Rochester Metropolitan Area
League of Women Voters – Saratoga County
Lincoln Center Directors' Lab
Linkages of Rochester, Inc
Multicultural Resource Center
Mercy College*
New York State Unified Court System, Office of Court Administration

Newcomb Central School District
 Nixon Peabody LLP
 Peace Links – Interlaken
 Public Relations Kingsborough Community College
 Rochester Global Connections, formerly Rochester International
 Council, Inc.
 Rotary Club District 7120
 Rotary Club District 7190
 Rotary Club District 7230
 Rotary Club – Fayetteville-Manlius
 Rotary Club – Locust Valley
 Rotary Club – Monticello*
 Rotary Club – Riverdale
 Rotary Club – Shenendehowa
 Saratoga Springs Public Library
 Saratoga Springs/Chekhov Sister City International, Inc
 State University of New York Plattsburgh
 Thelonious Monk Institute of Jazz
 Town of Johnsburg Library
 United Methodist Church – Bellport
 United Methodist Church – Davenport
 United Methodist Church – Rochester
 United Methodist Church – Wassaic
 United Methodist Church – Willsboro
 U.S. District Court for the Eastern District of New York
 U.S. District Court for the Northern District of New York
 U.S. District Court for the Western District of New York
 U.S. Court of International Trade
 Yeshiva University School of Law
 Western New York/Novgorod Rule of Law Partnership Committee

Federal, District, and State Host Judges

Jonathan Feldman, *Magistrate Judge*
 Frank LaBuda, *County Court Judge and Surrogate*
 George Lowe, *Magistrate Judge*
 Norman Mordue, *District Judge*
 Frederick Scullin, *District Judge*
 Joanna Seybert, *District Judge*
 Charles Sifton, *District Judge*
 Randolph Treece, *Magistrate Judge*
 Evan Wallach, *Circuit Judge*

NORTH CAROLINA**National Grantees**

Dewitt Wallace Center for Media and Democracy at Duke
University
International Affairs Council of North Carolina
University of North Carolina/PEN

Local Host Organizations

Addiction Recovery Institute
American Dance Festival
American Foreign Policy Council – Asheville
Asheville Sister Cities, Inc
Blue Ridge Environmental Defense League
The Brown Angel Center
Charlotte Sister Cities
Charlotte Council for International Visitors
DeWitt Wallace Center for Communications and Journalism –
Duke University
Durham-Kostroma Sister Cities Association
Friendship Force – Central North Carolina*
Friendship Force – Charlotte
Friendship Force – Raleigh
Friendship Force – Western North Carolina
GlobalHouse
Health Equity Inc
Hendersonville Sister Cities, Inc.
Institute for Global Collaboration, Forsyth Technical Community
College
International Focus, formerly International Affairs Council of
North Carolina
International House of Charlotte (formerly Metrolina)
League of Women Voters – Charlotte-Mecklenberg
National Peace Foundation – Asheville
People for World Change
Research Triangle International Visitors Council
Rotary Club – Charlotte East
Rotary Club – Franklin
Rotary Club – Greensboro
Rotary Club – Marion
Rotary Club – Statesville
Rotary Club of Summit
Rotary District 7670
SCIAN-Institute for Scientific Policy Analysis
Sister Cities of Durham
Stafford Institute
United Methodist Church – Clayton
United Methodist Church – Greensboro

United Methodist Church – Lexington
United Methodist Church – Rutherfordton
United Methodist Church – Wilkesboro
The U.S.-Russia Mayor to Mayor Program
U.S. Court of Appeals for the Fourth Circuit
University of North Carolina at Chapel Hill, Department of Slavic
Languages and Literatures
Western North Carolina Peacekeepers

Federal, District, and State Host Judges
Allyson Kay Duncan, *Circuit Judge*

NORTH DAKOTA

Local Host Organizations

Bismarck State College
Dacotah Territory International Visitor Program
Minot Area Council for International Visitors
North Dakota State College of Science
Peace Lutheran and Our Savior's Lutheran Churches

Federal, District, and State Host Judges
Myron Bright, *Circuit Judge*
Karen Klein, *Magistrate Judge*

OHIO**National Grantee**

Council of International Programs USA (CIP/USA)
 Margaret Mead Film and Video Festival
 Future of Russia Foundation

Local Host Organizations

Akron International Friendship
 American Foreign Policy Council – Cleveland
 American Foreign Policy Council – Columbus
 American Foreign Policy Council – Lakewood
 Athens Center for Film and Video
 Cincinnati-Kharkiv Sister City Partnership
 Cincinnati-Ukraine Partnership
 Cleveland Council on World Affairs*
 Cleveland International Program
 Cleveland State University College of Law
 Columbus International Programs USA
 Council of International Programs – Cleveland
 Friendship Force – Dayton
 Friendship Force – Greater Cincinnati
 Great Lakes Consortium for International Training and
 Development
 Global Cincinnati
 Greater Cincinnati World Affairs Council
 International Visitors Council – Columbus
 International Visitors Council – Greater Cincinnati
 League of Women Voters – Clermont County
 League of Women Voters – Columbus
 League of Women Voters – the Greater Dayton Area
 Ohio Employee Ownership Center
 Rotary Club – Dublin-Worthington
 Rotary Club – Boardman
 Rotary Club – Cincinnati
 Rotary District 6600
 Sister Cities Committee, Toledo Sister Cities International
 Supreme Court of Ohio
 United Methodist Church – Chesterhill
 United Methodist Church – Cincinnati
 United Methodist Church – Lisbon
 United Methodist Church – Wapakoneta
 U.S. District Court for the Northern District of Ohio
 U.S. District Court for the Southern District of Ohio
 Wright State University

Federal, District, and State Host Judges

Christopher Boyko, *District Judge*

Paul Matia, *District Judge*
 Edmund A. Sargus, *District Judge*
 Jack Zouhary, *District Judge*

OKLAHOMA

Local Host Organizations

American Association of University Women – Tahlequah
 City of Enid
 Friendship Force – Oklahoma
 Habitat for Humanity, Tahlequah
 International Visitors Committee
 League of Women Voters – Bartlesville
 National Peace Foundation – Oklahoma City
 Oklahoma Supreme Court
 Redlands Community College
 Rotary Club – Guymon
 Rotary Club – Oklahoma City
 Rotary Club – Tahlequah
 Rotary District 6110
 Southeastern Public Library System of Oklahoma
 Tulsa Global Alliance*
 United Methodist Church – Oklahoma City
 U.S. Environmental Protection Agency Office of Environmental
 Justice and Tribal Affairs
 U.S. District Court for the Eastern District of Oklahoma
 U.S. District Court for the Western District of Oklahoma
 University of Oklahoma International Programs Center

Federal, District, and State Host Judges

Stephen Friot, *District Judge*
 Robert Henry, former *District Judge*
 Vicki Miles-LaGrange, *District Judge*
 Ronald White, *District Judge*

OREGON

Local Host Organizations

American Association of University Women – Beaverton Branch
 Blooming Hill Vineyard
 Corvallis Sister Cities Association
 Eugene-Irkutsk Sister City Committee
 Grants Pass Sister City Committee
 League of Women Voters – Lane County
 League of Women Voters – Portland
 League of Women Voters – Marion-Polk Counties

Oregon Justice Resource Center
Oregon Law Commission
Oregon/Sakhalin Rule of Law Partnership Committee
Roseburg Area Zonta Club
Rotary Club – Beaverton
Rotary Club – Eugene Emerald
Rotary Club – Kendallville
Rotary Club – Lewis River
Rotary Club – Wallowa County
Tigard Breakfast Rotary Club
Umpqua Community College
U.S. Court of Appeals for the Ninth Circuit
U.S. District Court for the District of Oregon
World Affairs Council – Oregon

Federal, District, and State Host Judges

Michael R. Hogan, *District Judge*

Diarmuid F. O'Scannlain, *Circuit Judge*

PENNSYLVANIA**National Grantees**

Keystone Human Services International
 Magee Womencare International
 Russian Ministry Network of the Episcopal Church
 West Chester University Poetry Center

Local Host Organizations

Allegheny College
 Alvernia College, Nursing Department (NRC 010)
 American Institute of Finance and Technology
 American Foreign Policy Council – Lancaster
 American Foreign Policy Council – Paoli
 American Foreign Policy Council – Philadelphia
 American Foreign Policy Council – Pittsburgh
 Department of Slavic Languages and Literatures at the University
 of Pennsylvania
 Friendship Force – Greater Harrisburg
 GlobalPittsburgh (Pittsburgh Council for International Visitors)
 Keystone Human Services International
 MaGee Womancare International
 Media Sunrisers Rotary Club
 Mid-Atlantic Russia Business Council
 Northampton Community College
 Overseas Strategic Consulting, Ltd
 Pacific Environment
 Peace Links – Harrisburg
 Pennsylvania College of Technology
 Pennsylvania Commission on Crime and Delinquency
 Pennsylvania State University College of Agricultural Sciences,
 International Programs
 Rotary Club – Altoona
 Rotary Club – Blue Bell
 Rotary Club – Emmaus
 Rotary Club – Greenville
 Rotary Club – Meadville
 State College Rotary Evening Club
 Ukrainian Cultural and Humanitarian Institute
 Ukrainian Federation of America
 U.S. Attorney's Office for the Eastern District of Pennsylvania
 U.S. Bankruptcy Court for the Eastern District of Pennsylvania
 U.S. District Court for the Eastern District of Pennsylvania
 U.S. District Court for the Eastern District of Pennsylvania
 Historical Society
 U.S. District Court for the Western District of Pennsylvania
 West Chester University Poetry Center
 West Reading-Wyomissing Rotary Club

World Affairs Council – Harrisburg
World Affairs Council – Greater Reading

Federal, District, and State Host Judges

Harvey Bartle, III, *District Judge*
Richard Fehling, *Bankruptcy Judge*
D. Brooks Smith, *Circuit Judge*

RHODE ISLAND

Local Host Organizations

Brown University Library
Cape Cod and the Islands and Rhode Island Rotary Club
Roger Williams University, Justice System Training & Research
Institute, School of Justice Studies
Rotary Club – Newport
Rotary International District 7950
U.S. District Court for the District of Rhode Island
World Affairs Council – Rhode Island

Federal, District, and State Host Judges

Ernest Torres, *District Judge*

SOUTH CAROLINA

Local Host Organizations

American Association of University Women – Aiken Branch
Clemson University
League of Women Voters – Bluffton Area
National District Attorneys Association
National Peace Foundation – Columbia
Palmetto Council for International Visitors
Richland School District Two
Rotary Club – Columbia
Rotary Club – Hilton Head Island
Rotary Club – East Spartanburg
Soonch
United Methodist Church – Spartanburg
Walker Institute for International and Area Studies, University of
South Carolina

SOUTH DAKOTA**Local Host Organizations**

Dacotah Territory International Visitor Program
 Sioux Falls Downtown Rotary
 Sioux Falls Promise, Greater Sioux Falls Alliance for Youth
 South Dakota World Affairs Council
 U.S. District Court for the District of South Dakota

Federal, District, and State Host Judges

Charles B. Kornmann, *District Judge*
 Karen Schreier, *District Judge*

TENNESSEE**National Grantees**

Nashville Healthcare Council
 Oak Ridge Sister City Support Organization

Local Host Organizations

Blount County Sister City Organization
 Chattanooga-Nizhni Tagil Sister City Committee- Department of
 Public Works
 Friendship Force – Knoxville
 Friendship Force – Memphis
 Friendship Force – Southcentral Tennessee
 Memphis Council for International Visitors*
 Nashville Downtown Rotary
 Nashville Health Care Council
 National Peace Foundation – Johnson City
 Oak Ridge National Laboratory
 Oak Ridge Sister City Support Organization
 Rotary Club – Memphis
 Rotary District 6780
 Sister City Association – Chattanooga
 Southwest Tennessee Community College
 Tullahoma Noon Rotary Club
 United Methodist Church – Alcoa
 United Methodist Church – Memphis
 United Methodist Church – Springfield
 U.S. Bankruptcy Court for the Middle District of Tennessee
 U.S. Bankruptcy Court for the Western District of Tennessee
 U.S. District Court for the Middle District of Tennessee
 University of Tennessee Institute of Agriculture International
 Programs
 University of Tennessee at Chattanooga
 Vanderbilt University Public Affairs Office

Federal, District, and State Host JudgesJennie D. Latta, *Bankruptcy Judge*Jon Phipps McCalla, *District Judge*George Paine, *Bankruptcy Judge*Thomas A. Wiseman, Jr., *District Judge***TEXAS****National Grantees.**

El Paso Chapter of the Federal Bar Association

United Methodist Church Russia Initiative Program

Local Host Organizations

Alamo Colleges

American Foreign Policy Council – Fort Worth

Baylor College of Medicine Chronic Disease Prevention and
Control Research Center

Carter Blood Care

Center for Safe Energy – Austin

CMS Emergency

Dallas Committee for Foreign Visitors

El Paso Chapter of the Federal Bar Association

Episcopal Church – Houston

Episcopal Church – San Angelo

Fayette Memorial Hospital

Houston Baku Sister Cities Association

International Hospitality Council of Austin

J. M. Dawson Institute for Church-State Studies, Baylor University

Kilgore College Small Business Development Center

Knowledge Management and Data Resources, Office of

Community Outreach, University of Texas Medical Branch
at Galveston

Lamar University

League of Women Voters of Tyler/Smith County

North Harris College

Office of Environmental Justice and Tribal Affairs, U.S.

Environmental Protection Agency, Region 6

North Texas International Visitor Council

Palo Alto College

Panola Community College

Peace Links – Austin

Peace Links – Temple

Plano-Ivanovo Sister City Program

Redeemed Ministries

Richland College

Rotary Club – Burleson

Rotary Club – Friendswood
 Rotary Club – Frisco Noon
 Rotary Club – Grapevine
 Rotary Club – Northwest Austin
 Rotary Club – San Antonio North Central
 Rotary District 4790
 Rotary District 5730
 Rotary District 5830
 Rotary District 5890
 San Antonio Council for International Visitors
 Texas A&M University, Sponsored Student Programs Office
 United Methodist Church – Russia Initiative
 United Methodist Church – Bonham
 United Methodist Church – Carrollton
 United Methodist Church – College Station
 United Methodist Church – Commerce
 United Methodist Church – Dallas
 United Methodist Church – Denton
 United Methodist Church – Eldorado
 United Methodist Church – Forth Worth
 United Methodist Church – Highland Village
 United Methodist Church – Houston
 United Methodist Church – Meridian
 United Methodist Church – Orange
 United Methodist Church – Saint Jo
 United Methodist Church – San Angelo
 United Methodist Church – San Antonio
 United Methodist Church – Terrell
 United Methodist Church – Tomball
 United Methodist Church – Uvalde
 University of Texas at Austin
 World Affairs Council – Dallas/Fort Worth
 YMCA International Services

Federal, District, and State Host Judges

Leif M. Clark, *Bankruptcy Judge*

Frank Montalvo, *District Judge*

UTAH

National Grantees

International Hosting
Church of Jesus Christ of Latter-Day Saints

Local Host Organizations

Brigham Young University Center for Law and Religion Studies
Church of the Latter Day Saints – Salt Lake City
Friendship Force of Utah
International Hosting
Izhevsk-Salt Lake City Partnership
Dawson Institute for Church-State Studies, Baylor University
Peace Links – Salt Lake City
Salt Lake Chamber of Commerce
Salt Lake City Community College
Sundance Institute
Tooele Sister Cities, Inc
U.S. Court of Appeals for the Tenth Circuit
U.S. District Court for the District of Utah
Utah State Legislature
Utah State University, Center for Persons with Disabilities
Utah Valley University, Office of International Affairs &
Diplomacy*

Federal, District, and State Host Judges

Dee V. Benson, *District Judge*
Leif M. Clark, *Bankruptcy Judge*
David O. Nuffer, *Magistrate Judge*

VERMONT**National Grantee**

International Rule of Law Consortium

Local Host Organizations

Ecologia

Lakenet

Russian American Rule of Law Consortium

School of International Studies, St Michael's College

Vermont Council on World Affairs*

Vermont Karelia Rule of Law Project, Inc

Vermont Law School

Vermont Supreme Court

VIRGINIA**National Grantees**

National Center for State Courts

National Council for Traditional Arts

Norfolk Sister City Association

Partners for Community Solutions

Synetic Theater

Local Host Organizations

American Association of University Women – Reston/Herndon
Branch

American Foreign Policy Council – Alexandria

Arlington Sister City Association

Arlington Sister City – Ivano-Frankivsk Committee

Center for International Programs

Eastern Mennonite University Center for Justice and Peacebuilding
FHI360*

Fredericksburg Sister City Association, Inc

Friendship Force – Charlottesville

Friendship Force – National Capitol Area

James Kent Inn of Court

League of Women Voters – South Hampton Roads

National Council for the Traditional Arts

National Peace Foundation – Fairfax

Norfolk Sister City Association, Inc.

Partners for Community Solutions

Peace Links – Roanoke

Peace Links – Williamsburg

Rotary Club – Alexandria and Mount Vernon

Rotary Club – Bailey's Crossroads

Rotary Club – Blacksburg
 Rotary Club – Falls Church
 Rotary Club – James City County
 Rotary Club – Leesburg
 Rotary Club – Lynchburg
 Rotary Club – Rappahannock
 Rotary Club – Richmond
 Rotary Club – Stafford
 Rotary Club – Vienna
 Terrorism, Transnational Crime and Corruption Center at George
 Mason University
 Town of Leesburg, Virginia
 United Methodist Church – Springfield
 United Methodist Church – Fulks Run
 Virginia Commonwealth University - L. Douglas Wilder School of
 Government and Public Affairs
 U.S. District Court for the Eastern District of Virginia
 World Music Folklife Center
 Zonta Club – Alexandria

Federal, District, and State Host Judges

Thomas Selby Ellis III, *District Judge*
 Henry Coke Morgan, Jr., *District Judge*
 Anthony J. Trenga, *District Judge*

WASHINGTON

National Grantees

Battelle Memorial Institute/Pacific Northwest National Laboratory
World Affairs Council of Seattle

Local Host Organizations

Battelle- Pacific Northwest National Laboratory
Blooming Hill Vineyard
Clark College
EarthCorps
Episcopal Church – Pasco
Foundation for Russian American Economic Cooperation
Global Education Service
Governor's Interagency Committee of State-Employed Women
(ICSEW)
League of Women Voters – Washington
Lower Columbia College
Nakhodka Sister City
Nuclear Oversight Program, Government Accountability Project
Rotary Club – Anacortes
Rotary Club – Bremerton
Rotary Club – Downtown Vancouver
Rotary Club – Lewis River (Clark County)
Rotary Club – Lynnwood
Rotary Club – Sun City West
Rotary Club – Tacoma #8
Rotary Club – West Seattle
Seattle-Tashkent Sister Cities Association
Spokane Community College
U.S. District Court for the Western District of Washington
Whatcom Community College
World Affairs Council – Seattle*
World Affairs Council/World Trade Center West

Federal, District, and State Host Judges

John C. Coughenour, *District Judge*

WEST VIRGINIA**Local Host Organizations**

Center for International Understanding, Inc
 Friendship Force – Charleston
 Grapevine Rotary Club
 Rotary Club – Cheat Lake
 Rotary Club – Morgantown
 Rotary Club – Morgantown North
 Shepherd College, Robert C. Byrd Center for Legislative Studies
 United Methodist Church – Fairmont
 United Methodist Church – Summersville
 U.S. District Court for the Southern District of West Virginia

Federal, District, and State Host Judges

David Faber, *District Judge*

WISCONSIN**National Grantees**

Northcentral Technical College
 World Services of La Crosse, Inc

Local Host Organizations

American Foreign Policy Council – LaCrosse
 American Foreign Policy Council – Madison
 Amigos de Milwaukee Rotary Club
 Appleton Area School District, Volunteer Services
 Bellin Health System (AIHA)
 Center for International Education, St. Norbert College
 Center for International Understanding, Inc.
 Economic Devel Corp of Manitowoc County Foundation
 Fox Cities – Kurgan Sister Cities Program, Inc.
 Fox Valley Technical College
 Friends of Chernobyl Centers, U.S. (FOCCUS)
 Friendship Force – Greater Milwaukee
 Friendship Force – Madison
 Greater Green Bay YMCA
 Green Bay West Rotary Club
 Heart of Wisconsin Business Alliance
 Hedberg Public Library
 Hudson Daybreak Rotary Club
 Institute of World Affairs, University of Wisconsin-Milwaukee
 International Crane Foundation
 International Institute of Wisconsin
 Jackson-Monroe-Vernon County Leadership Program
 La Crosse Dubna Friendship Association
 League of Women Voters – Door County
 League of Women Voters – La Crosse Area

League of Women Voters – Milwaukee County
 Madison Area Technical College
 Marquette University College of Nursing
 Marshfield Rotary Noon Club
 National Peace Foundation – Madison
 New London Medical Center
 Northcentral Technical College
 Portage County Health and Human Services
 Rotary Club – Beloit
 Rotary Club – Hudson
 Rotary Club – La Crosse
 RUS Global Initiatives
 Shawano Public Health (AIHA)
 Sigurd Olson Environment Institute, Northland College
 Stevens Point-Rostov Veliky Sister City Project
 ThedaCare
 United Methodist Church – Hudson
 United Methodist Church – Neenah
 University of Wisconsin – Barron County
 University of Wisconsin Extension – Juneau County
 University of Wisconsin – Marathon County
 University of Wisconsin at Marinette, Continuing Ed/Intl Students
 University of Wisconsin-Marshfield/Wood County
 U.S. District Court for the Eastern District of Wisconsin
 U.S. District Court for the Western District of Wisconsin
 Vernon County Office, Family and Children's Center
 Western Technical College
 World Services – La Crosse, Inc

Federal, District, and State Host Judges

Charles N. Clevert, *District Judge*
 Barbara Crabb, *District Judge*
 Patricia Gorence, *Magistrate Judge*
 Rudolph Randa, *District Judge*

WYOMING

National Grantee

Vista360°

Local Host Organizations

Brown, Drew & Massey, LLP
 Rotary Club - Kemmerer
 Vista 360°, Inc.
 U.S. District Court for the District of Wyoming
 Wyoming Global Leadership Exchange

Federal, District, and State Host Judges

William F. Downes, *District Judge*

STATE: Iowa

LOCAL HOST: Community Sister City Organization

COUNTRY/THEME: Russia/Health

 **MITCHELL COUNTY**
PRESS NEWS

“We Feel the Warmth of Your Homes”

Deb Nicklay Of The Press-News



Cheryl Erb greets presents flowers and gifts to the visitors from Russia. At left is Dr. Magomed Ruslanovich Ganayeva, who arrived in Osage with two other doctors from Chechnya, on Friday.

May 28, 2014 12:00 pm • Deb Nicklay Of The Press-News(0) Comments

OSAGE | Three Russian physicians arrived in Osage last Friday to sunshine, a warm meal and even warmer welcomes from about 30 Mitchell County citizens.

“What a great place to be tonight,” said Mayor Steve Cooper, upon welcoming the visitors. “Anything that we can do to tear down barriers of misunderstanding ... is what we need.”

Dr. Maryem Akhmedovna Garayeva, 32, chief of diagnostic imaging at City Hospital No. 6 in Grozny, in Chechnya; Dr. Zarina Imashamilovna Usayeva, 31, chief of internal medicine at the same hospital; and Dr. Magomed Ruslanovich Ganayeva, 32, director of medicine and emergency management at Children’s Hospital No. 2, Grozny, arrived at the Rochester International Airport and were greeted by Mitchell County Supervisor Shannon Paulus; and Community Sister City Co-Chair, Judy Champion, who escorted them back to Osage.

STATE: Iowa

LOCAL HOST: Community Sister City Organization

COUNTRY/THEME: Russia/Health

With the Russian delegation is Andy Fink, who serves as facilitator and interpreter for Open World, the program through which the delegation was able to visit.

The health care professionals will participate in a week-long program to promote mutual understanding between Russian physicians and health administrators and their Iowa counterparts.

The group met arrived at Evergreen Assisted Living to have a light meal, meet other members of the Community Sister City group, and to meet their host families.

Also on hand were Charles City Mayor Jim Erb, and former county supervisors Betty McCarthy, Bob Marreel and Cheryl Erb.

Marreel and his wife, Donna, of Osage, are one of the hosts of the delegation; others are Kurt and Paula Meyer of rural St. Ansgar, and Steve and Jean Swenson of Osage.

While none of the delegation speaks English, Fink translated the brief remarks from the group before a meal. All expressed appreciation for the warm welcome. Usayeva – known to the group as simply “Dr. Zarina” – spoke the longest, saying how “very nice it is to be here,” acknowledging the “respect and response (by the local group),” adding there are commonalities between cultures. “We feel the warmth of your homes,” she said.

Fink is in the midst of his 29th visit to the U.S., and loves his work.

“I love the American culture,” he said, adding that he enjoys teaching private English lessons and visits here help him polish his skills.

Hosted by Community Sister City Organization, Inc., the Open World delegates will explore delivery of medical services and community based health care in rural communities. All of the Open World participants in the exchange are from the Chechnya region of Russia and offer an opportunity for Osage citizens to learn about a different culture and region of Russia.

Plans this week include meeting with physicians and health care administrators at the Mayo Health System in Rochester; and Mercy North Iowa Medical Center, and Prairie Ridge Addiction Treatment Services in Mason City. Primary care and rural health services will be highlighted during tours and meetings in Mitchell County with representatives of Mitchell County Regional Health Services; Mitchell County Memorial Hospital; and Mitchell County Home Health and Public Health. The delegates will also discover health and wellness promotion programs in the Osage Public Schools.

Managed by the independent Open World Leadership Center, Open World is designed to enhance understanding and capabilities for cooperation between the United States and the countries of Eurasia and the Baltic States by developing a network of leaders in the region who have gained significant, firsthand exposure to America’s democratic, accountable government and free-market system. Funded almost entirely by the U.S. Congress, Open World links members of Congress to Eurasian leaders and is an instrument for Americans engaged in citizen diplomacy.

STATE: Montana

LOCAL HOST: Advisory Commission on International Relationships for the City Of Great Falls, MT

COUNTRY/THEME: Ukraine/Telemedicine

 **Independent Record**

Ukrainian doctors hope to take Montana ideas home



Five Ukrainian doctors visit Helena Wednesday via Carroll's Open World Leadership Program to meet with health care educators and professionals on the topic of telemedicine. Here, translator Tanya Lukenbill gives the doctors a brief tour of the Capitol rotunda



The five Ukrainian doctors who visited Helena Wednesday get their photograph taken in front of the Mike Mansfield statue at the Capitol.

STATE: Montana

LOCAL HOST: Advisory Commission on International Relationships for the City Of Great Falls, MT

COUNTRY/THEME: Ukraine/Telemedicine

ALEXANDER DEEDY

October 8, 2014

During their visit to Montana this week, a visiting group of doctors from Ukraine decided the best way to operate a health care system is with regulation from the federal government, not individual states.

The five doctors were in the United States as part of the Open World Leadership Program, a Washington, D.C.-based center that works to facilitate interaction between the U.S. and the countries of Eurasia, according to its website.

In addition to a day in Helena on Wednesday, the doctors are visiting Great Falls, Hardin and other communities before flying home early Saturday morning after seven days in the state.

The group hopes to apply the ideas learned in Montana to restructure the health care system in Ukraine.

"We will take back a huge amount of information," Taras Serhiyovych Sopilnyak, a cardiologist, said.

The doctors started their day in Helena by visiting with professors in the nursing program at Carroll College. The level of education provided to nursing students and the technology available to the program interested the doctors.

"We were impressed by this, but this is exactly what we were expecting," Sopilnyak said.

After Carroll, they met with the governor's health care policy adviser and the board of medical examiners, visited the Capitol building and finished with an evening of formal tea at the translator's house.

The doctors were particularly interested in telemedicine, which is an exchange of medical information through electronic devices that was first developed as a way for doctors to communicate with rural patients.

Sopilnyak said they view the state-by-state regulation of a telemedicine program as an obstacle.

But applying their ideas will face a different challenge.

"It goes without saying the worst and most important obstacle will be corruption," Sopilnyak said.

The war in eastern Ukraine, he continued, is sucking money from the whole country. So any medical reform will rely on financial investments from other countries. That is something they hope the United States will help with.

Ophthalmologist Katerina Oleksiivna Tikhonova said she has met many interesting people in Montana so far, and all of them have wanted to provide assistance in any way they can.

Neurologist Kseniya Yurivna Borovkova said she was very grateful to be able to visit the United States.

"We would like to extend our appreciation to the program Open World," she said.

The group hopes to continue collaborating with Montana after returning home. Nothing has been finalized, but it hopes to continue educational conferencing, business collaboration and cross-cultural exchanges.

STATE: North Carolina

LOCAL HOST: Friendship Force of Central North Carolina

COUNTRY/THEME: Kosovo/Women as Political Leaders

News & Record

Greensboro, NC

Kosovo businesswomen visit Triad to learn of U.S. life

January 16, 2014

JOSEPH RODRIGUEZ/News & Record

Rajmonda Sylbije hugs home host Doris Kiszely in the lobby of the International Civil Rights Center and Museum in Greensboro on Wednesday.



Posted: Thursday, January 16, 2014 5:00 am

By Jonnelle Davis jonnelle.davis@news-record.com

GREENSBORO — The five women from Kosovo listened Wednesday morning as Addison Ore, executive director of the Triad Health Project, recounted what she called the terrifying days of nearly 30 years ago when Guilford County residents were being diagnosed with AIDS one day and dying days later.

They listened to development director Ken Keeton talk about the challenges of raising money to help HIV-positive people live productive lives. They heard Shana Carignan tell of societal obstacles affecting her and her wife's ability to raise their son. Ore talked to the women — all Kosovo business leaders visiting the Triad as part of a cultural exchange program — in the hope they will take information back to their country and use it as they fight against similar struggles. The women have been in the Triad for the past week as part of the Open World Leadership Center program and the Friendship Force of Central North Carolina, a branch of the international peace organization that promotes understanding between people of different countries and cultures. They will be in the area through Saturday. The women are living with host families and learning

STATE: North Carolina

LOCAL HOST: Friendship Force of Central North Carolina

COUNTRY/THEME: Kosovo/Women as Political Leaders

about American political and social issues by visiting with political, business and religious leaders in Greensboro and Winston-Salem.

The Republic of Kosovo, which is in southeastern Europe, became an independent state in 2008.

Fjolla Raifi, a project officer with the country's Kosovar Centre for Security Studies, said while there are traditional ideas that persist, Kosovo has become more modernized since the end of the Kosovo war in 1999. "It has progressively changed," she said. She and her colleagues are in the Triad to learn ways to further that change. Rajmonda Sylbije told Ore and her colleagues that they should consider themselves lucky when it comes to fighting for equality for lesbian, gay, bisexual and transgender people.

The 26-year-old said she kept her homosexuality a secret until she was 18. Now, she's director of the Centre for Equality and Liberty, where she tries to combat the homophobia that runs rampant in the country. She said lesbians and gays live in fear of extremist groups that have targeted them for physical violence. Gays rarely report such violence to police and when they do, Sylbije said police ask them questions such as, "When did you figure out you were gay?"

Women in business

The women seemed impressed by the female leaders they have met so far. They have met Linda Garrou, a Forsyth County Democrat who has served six terms in the N.C. Senate, and Susan Pauly, the president of Salem College. On Wednesday afternoon, the visitors met Valda Boyd Ford, a nurse and entrepreneur who has traveled the world advocating for issues of women's health and diversity. Ford, who is black, shared her story of attending segregated schools and then transitioning to integrated ones. When she told the group that she had earned two master's degrees and was working on her doctorate, Raifi gave her the thumbs-up sign. Raifi, 23, is a recent college graduate. Through her organization, she is working to boost female representation in Kosovo's security sector, which she said is perceived as a man's job. For example, Raifi said the Kosovo police force is only about 14 percent female, and most of those women hold civilian jobs. Today, Raifi and the rest of the group will meet Lt. Jill Gladieux of the Greensboro Police Department. Raifi said she would make a presentation to Gladieux about the security sector in Kosovo.

It's also hard for women to become entrepreneurs in Kosovo, according to Lendita Kastrati, executive director of the Kosovo Women's Chamber of Commerce. Only 10 percent of the country's businesses are owned by women, she said. Kastrati said women do not inherit property, so they don't have the collateral to obtain the financial backing to pursue their own businesses. Kastrati said the organization she leads was formed to help women gain the skills they need to become entrepreneurs and create a network of support for them. She also hopes one day to be able to offer them funding to start businesses.

A cultural exchange

The trip hasn't been all business. The women have had time to get to know their host families. Catherine Magid, who is hosting Kastrati, said she's had a fantastic time getting to know the young woman. She said they have had conversations about topics as mundane as what their homes look like to those as serious as the war and what it's like to live as a single woman in Kosovo.

STATE: Tennessee

LOCAL HOST: Friendship Force of South Central Tennessee

COUNTRY/THEME: Serbia/Higher Education and Youth Employment

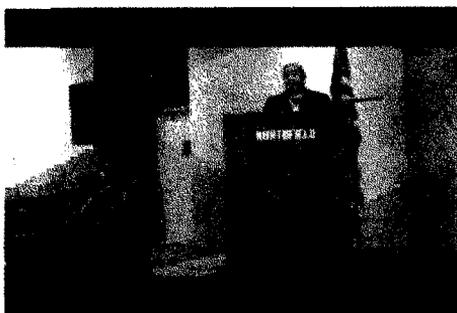
Serbians seek knowledge in Spring Hill

Posted May 5, 2014 - 6:42pm Updated May 6, 2014 - 1:55pm

Columbia Daily Herald

<http://columbiadailyherald.com/news/local-news/serbians-seek-knowledge-spring-hill>

Serbian delegates visit Spring Hill's Northfield Building to discuss youth unemployment and college education.



VIDEO BY TIM HODGE

Serbian delegates visit Spring Hill's Northfield building to discuss youth employment and education



By TIM HODGE

thodge@c-dh.net

SPRING HILL — A Serbian delegation is visiting Middle Tennessee to examine America's approach to higher education and youth employment issues.

Local leaders and Serbian officials gathered at the Northfield Workforce Development and Conference Center Monday to discuss the two topics.

Serbian delegates Fikret Halilovic, Bojana Ivanovic, Dejan Jankovic, Milica Milenkovic, Marina Sakovic, facilitator Milena Otasevic and interpreter Milijana Trobradovic came to Spring Hill as part of the Open World Program. The week-long program is a congressional initiative that brings young political and civic

STATE: Tennessee

LOCAL HOST: Friendship Force of South Central Tennessee

COUNTRY/THEME: Serbia/Higher Education and Youth Employment

leaders from Russia, Serbia, Ukraine, Kosovo, and other Eurasian countries to the U.S. for short-term professional trips.

Friendship Force International, a nonprofit cultural exchange program, hosted the Serbian visitors who met with local officials, company spokespeople, educational program instructors and South Central Tennessee Workforce Alliance representatives.

The Northfield building was touted as an example of how vacant space can be converted into both an educational training and business center.

Milena Otasevic, an Open World program facilitator, said the delegates will examine what the U.S. is doing with its post-high school educational initiatives and determine which of those practices can be implemented in Serbia.

"The youth unemployment rate in Serbia is extremely high," Otasevic said. "It runs up to 50 percent. A lot of them are struggling to find their way to the job market and become more marketable."

The U.S. youth unemployment rate was 14.5 percent in March, according to the U.S. Bureau of Labor Statistics.

Otasevic said the delegates are seeking ways to increase job placement numbers by possibly creating internship programs and developing closer relationships with Serbian employers. Assessing funding options for career training will also be a large part of the visit, she said.

Delegate Milenkovic works at a career center at a Serbian university. She works with students and helps them consider career options. Many of the young Serbian population are struggling to find jobs and keeping them motivated to continue the search is a prime directive of her occupation.

"For us, this topic is very challenging, especially now. The unemployment rate of young people with higher education degrees is very high," Milenkovic said. "Our job is — at the moment — is very, very difficult."

Delegate Sakovic works at a private university as an economics teaching assistant and career adviser.

"I hope we will make some really good projects together and some opportunities that will really improve higher education in Serbia and also our youth employment practices," she said.

Delegate Jankovic is an assistant sociology professor from northern Serbia, which he describes as a fertile agricultural area. He spoke briefly about a topic that many in Maury County can relate to.

"Agribusiness is something that is really moving the (northern) region," Jankovic said. "As I read yesterday, Tennessee also has an important share of agriculture in your economy."

The group was one of eight delegations traveling to different U.S. cities this week as part of the Open World Program.

On Wednesday, the Serbian delegates will visit Columbia State Community College to meet with professors and personnel.

The group is also slated to visit Tennessee College of Applied Technology at Shelbyville, Motlow State Community College, Franklin County High School, Sewanee University of the South and Middle Tennessee State University.

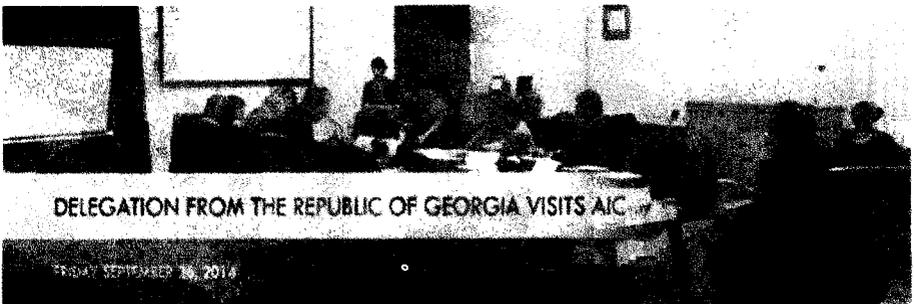
- See more at: <http://columbiadailyherald.com/news/local-news/serbians-seek-knowledge-spring-hill#sthash.er9LcTLr.dpuf>

STATE: Illinois
 LOCAL HOST: CIP Chicago
 COUNTRY/THEME: Georgia/Religious Tolerance



Delegation of The Republic of Georgia Visits AIC

Dina Rehab September 26, 2014



Delegation of community leaders from the Republic of Georgia visits American Islamic College

A delegation of community leaders from the Republic of Georgia visits the American Islamic College. Their visit is sponsored by the Open World Leadership Center at the Library of Congress. The focus of the five-member delegation is Religious Tolerance.

The delegates have come to Illinois to study and observe American best practices in religious tolerance, in order to reapply the knowledge and information gained to their roles as community leaders in their country. They spent the week meeting with administrators at a number of institutions, American Islamic College being one of them.

President Dr. H. Ali Yurtsever welcomed the delegation and discussed the need for a Liberal Arts Islamic institution of higher learning in the United States in general, and in Chicago, specifically. He stated that the freedoms of US democracy allow for institutions like AIC to come into being.

Invited guests of AIC, Ms. Sohair Omar, the Muslim Liaison of Illinois, and Ms. Janaan Hashim, Amal Law Group, discussed women's leadership in America as Muslims.

Ms. Omar, who was appointed by Governor Pat Quinn, discussed her role in government, and encouraged responsible leadership in the greater Muslim community.

STATE: Illinois

LOCAL HOST: CIP Chicago

COUNTRY/THEME: Georgia/Religious Tolerance

Ms. Hashim told of the struggles felt as an American Muslim leader. She stated that the challenges Islamophobes have placed on the lives of American Muslims makes the community stronger and also furthers engagement in interfaith collaborations that unite people of different religious orientations.

The delegates asked comparative questions involving Muslim leadership in America. They were pleased to learn about American Islamic College degree programs and the College's commitment to Interfaith and Intercultural dialogue. They enjoyed conversing with Ms. Sohair Omar about government leadership as a Muslim American woman. The Delegates appreciated hearing stories of Muslim American challenges in the US and discussing the importance of empowering women in Muslim communities.

The trip was part of an exchange program administered by the Council of International Programs (CIP), a nonprofit organization that promotes global understanding through professional development and cultural exchange. It is sponsored by Open World Leadership Center, whose mission is designed to enhance understanding and capabilities for cooperation between the United States and the countries of Eurasia and the Baltic States by developing a network of leaders in the region who have gained significant, firsthand exposure to America's democratic, accountable government and free-market system.

Information below is to be included if needed:

For more information on this delegation from Georgia or CIP itself, please contact Dr. George Palamattam, Executive Director of CIP Chicago at (Office) 630-359-3393, (Cell) 312-545-6882 or gp@cipchicago.org.

STATE: Arizona

LOCAL HOST: Friendship Force of Phoenix

COUNTRY/THEME: Kazakhstan/Elections

Kazakhstan Open World Group visits Sun City to learn the electoral process

http://www.yourwestvalley.com/suncity/article_aa5d60d6-6494-11e4-9548-370646fd07a1.html?mode=jqm



Denelle Dunn, DAILY NEWS-SUN | November 5, 2014

Kazakhstan members of the Open World Group traveled to Sun City on Election Day to see first hand how Americans vote.

Five delegates, along with a facilitator, traveled to Arizona and were hosted by Friendship Force International. The group traveled to the Sun City Bell Recreation Center as one of its first stops to look at the polls. They were joined by an American interpreter who was originally from Ukraine.

Oleysa Khalabuzar, delegate of Open World Group, who traveled from Kazakhstan, said she was most interested in learning about political parties. "We try to learn about the opinions of different political parties. In our country . . . very few people have clear-cut political views and support with the parties."

Khalabuzar said that Kazakhstan will have to start from the grassroots level in order to build political parties.

"In Kazakhstan nothing relies on political parties; it's irrelevant. That is why the American experience is of great interest to us despite that you guys seem to have a lot of issues, too," said Khalabuzar.

The group was given a tour of the Recreation Centers by Paul Herrmann, executive director of the visitors' center in Sun City. They also had the opportunity to ask questions and hear firsthand about politics from state Rep. Rick Gray of District 21.

STATE: Arizona

LOCAL HOST: Friendship Force of Phoenix

COUNTRY/THEME: Kazakhstan/Elections

"It's an opportunity for them to learn from the good and the bad, and hopefully make choices that will turn out to be beneficial for their future," said Gray.

Pat Forsythe of Friendship Force International said her program hosts many groups in Arizona, giving others across the world an opportunity to learn and explore new countries.

"We always learn a lot from hosting groups from all over. We even have hosts in Sun City West," Forsythe said.

The Open World Group from Kazakhstan is one of many groups from the old Soviet Union countries, and is funded by the U.S. Congress. Besides learning politics, some of the group members were also interested in how nonprofits work along with the U.S., as well as the influence of non-government organizations on decisions at various levels of government.

"We'll learn about the traditions and culture of this country, and we're interested in the way nonprofits work. We're interested in how volunteering in the United States works. We can learn firsthand American culture and the way of life. It's very interesting; it's great," said Ulugbek Tnaliyez from Kazakhstan.

In addition to visiting polling places in Sun City, the group also went to the Democratic and Republican election parties.

"We came to learn from your experience. We're very interested in electoral systems," said Nuriya Bikinyeva.

STATE: Ohio

LOCAL HOST: Great Lakes Consortium for International Training and Development

COUNTRY/THEME: Ukraine/Accountable Governance-Local Leaders

Ukrainian group on city tour fervent about Russian threat

Visit aims to find ways to develop communities

BY MIKE SIGOV

BLADE STAFF WRITER

Published: Saturday, 11/15/2014



Three women in the Open World Leadership Center tour visiting northwest Ohio are, from left: Vira Flyat and Antonina Aksenina, both from eastern Ukraine, and Stanislava Ostrovska, from western Ukraine. They are in the United States through Tuesday.

Ukrainian women on a visit to study local governance in northwest Ohio told The Blade on Friday they want Americans to see through Russian propoganda and understand that the lingering armed conflict in Ukraine is not a civil war but a Russian aggression.

“It is precisely an occupation by Russian troops of our territory that’s going on,” said Vira Flyat of the city of Starobilsk in eastern Ukraine, speaking in Russian to a Russian-speaking Blade reporter, who does not speak Ukrainian. “This is a crime against the Ukrainian people. On the international arena, they [the Russian government] cast it as a civil war, which is not true.”

Ms. Flyat, the director of the Victoria nongovernmental organization, is one of seven women visiting the United States on an Open World Leadership Center-sponsored visit from Nov. 7 through Tuesday.

The focus of the visit is to find ways to develop small communities economically, with an emphasis on accountability, transparency, and citizen involvement in government, organizers said in a statement.

STATE: Ohio

LOCAL HOST: Great Lakes Consortium for International Training and Development

COUNTRY/THEME: Ukraine/Accountable Governance-Local Leaders

The Washington-based leadership center administers the Open World program, a U.S. government foreign exchange program that brings future leaders from former Soviet states to the United States to meet with congressmen.

Ms. Flyat went on to say that being away from home is emotionally hard for her, because she is worried about her son, Konstantin Flyat, 24, who has joined a volunteer armed force in his native city of Starobilsk to defend it from the Russian troops, which have taken up a position just about 30 miles away from the city.

Stanislava Ostrovska, the head of the village council in the village of Burtyn in western Ukraine, said she and other women in her village are also worried about the conflict in eastern Ukraine. While officially there is a truce in war-torn eastern Ukraine, hostilities have continued there, with NATO recently confirming Ukrainian allegations that Russian troops have been accumulating on the border.

“We live far from the war [zone], but we are as concerned and troubled by the war as those who live in the Lugansk region [where Starobilsk is],” Ms. Ostrovska said. “The war takes our husbands, our children. [But] when we talk about the war, it is also because we want Ukraine to be an undivided European country that we can’t talk about the war dispassionately.”

Antonina Aksenina, a teacher from the village of Kuryachevka in eastern Ukraine, agreed, also speaking in Russian.

“He [Russian President Putin] started the war because he cannot accept the idea of the Ukrainian independence [from Russia,]” she said. “Besides [the war per se], he is waging a dirty propaganda war. Putin is trying to fool the whole world [into believing that the war in Ukraine is a civil war].”

The delegation talked to The Blade on Friday after meeting with the Great Lakes Commission Advisory Board and with staff of U.S. Rep. Marcy Kaptur (D., Toledo), at the Lucas County Port Authority building downtown. On Thursday, members of the delegation spoke at a Lourdes University Business Speaker Series event at Lourdes’ St. Francis Hall.

Read more at <http://www.toledoblade.com/local/2014/11/15/Ukrainian-group-on-city-tour-fervent-about-Russian-threat.html#Lwq8marcbk3cWebu.99>

STATE: Colorado

LOCAL HOST: Rotary Club of Longmont, Colorado

COUNTRY/THEME: Ukraine/NGO Development-Women in Society

Ukrainian delegation visits Longmont, learns more about developing nongovernmental organizations

POSTED: 11/15/2014 09:37:40 AM MST |



Marianna Onufryk holds her son Lev, 6, at home in the suburbs of Kiev, Ukraine, in 2014. Lev became blind and developmentally delayed at age 10 months after a bout with encephalitis, a viral infection that causes the brain to swell and can be fatal. (Onufryk family / Courtesy photo)

STATE: Colorado

LOCAL HOST: Rotary Club of Longmont, Colorado

COUNTRY/THEME: Ukraine/NGO Development-Women in Society

By Pam Mellskog

The 10-year-old mute girl sat in her wheelchair parked by a window wearing no clothes, only a blanket.

When Marianna Onufryk asked the fellow Ukrainian family why the child sat there undressed, the mother explained that poor public access — not to mention living on an upper floor of an apartment building with no elevator — made taking her out a fruitless hassle.

"She doesn't need clothes. She never goes out," was the message Onufryk, 35, got.

Onufryk told this story on Monday during a workshop sponsored by A Woman's Work, a Longmont nonprofit organization that supports needy women.

Four other professional Ukrainian women hosted by the Longmont Rotary Club last week after getting nominated for the 2014 Open World program joined Onufryk at the workshop and at presentations and tours with organizations such as the Center for People with Disabilities and the Safe Shelter of St. Vrain Valley.

Since 1999, Congress has funded the program administered by The Open World Leadership Center in Washington, D.C., to send leaders from post-Soviet countries to the U.S. to help them learn more about American values and democratic ideals.

Seeing the dream on paper first

So, the AWW workshop on Monday challenged Onufryk and part of her group to conceptualize a nongovernmental organization to address access issues for those with disabilities and to establish a resource network on behalf of them and their families.

"Without that, even if she has a wheelchair, she can only drive it in her apartment," Onufryk said, referring to the girl wrapped in the blanket.

". . .And even in Kiev, the capital city, there is poor (handicap accessibility) to public places, which is why we call people with disabilities 'invisible,'" she continued. "They either sit at home or sit in institutions. So, people must unite in nonprofits because they understand there are things they have to resolve apart from the government."

A bill passed recently in Ukraine to mandate inclusion at school, but only at the preschool level and not until 2016, she said.

The U.S. in 1975 passed the Individuals with Disabilities Education Act, which entitles people with disabilities a free and appropriate education. The Americans With Disabilities Act, a wide-ranging civil rights law that prohibits discrimination based on disability, passed in 1990.

STATE: Colorado

LOCAL HOST: Rotary Club of Longmont, Colorado

COUNTRY/THEME: Ukraine/NGO Development-Women in Society

Attorney Richard Lyons, who introduced the group on Thursday to two women lawyers at his Longmont firm, Lyons, Gaddis, Kahn, Hall, Dworak & Grant, knows first hand what the Ukrainians are up against.

He volunteers in Eurasian countries as an election observer for the federal Organization for Security and Cooperation in Europe and has twice observed in Ukraine, most recently in May during the presidential election.

"Not every country has the benefit of the ADA as we do," he said. "Over there, I observed that access was uneven. Some places did and others didn't because there is no uniformity under the law."

Heading home with inspiration

Ultimately, Onufryk and fellow delegates completed the AWW exercise by naming their dream NGO "Visible."

Cindy Noble, the former executive director of AWW, said a hush then fell over the audience.

"It was so powerful that they had found a voice and a name for what they wanted to do in Ukraine, that they took the 'in' out of 'invisible' to call the organization 'Visible,'" she said.

The catchy name loses something in translation, Onufryk said.

Yet, the need for such an NGO — a type of organization that began growing in Ukraine only in the early 1990s after its independence from the former Soviet Union — is real, due to the dearth of government assistance for affected Ukrainian families.

Parents of children with special needs either keep them at home with little to no government support, or surrender custody in order to make them eligible for institutionalization.

Onufryk, who holds a PhD in economics, said her passion for improving this aspect of life in Ukraine stemmed from her son's bout with encephalitis at age 10 months.

The viral infection that swelled his brain caused blindness and developmental delays in her son Lev, now 6.

"I want to open the world for such people, for those with disabilities. And I want to open eyes of the others to see them and realize that they are like us, people who need the same rights, who have the same positive experiences that we have," she explained.

". . . And as Cindy Noble says, 'If you help the woman, you help the whole family.'"

STATE: Colorado

LOCAL HOST: Rotary Club of Longmont, Colorado

COUNTRY/THEME: Ukraine/NGO Development-Women in Society

For more information, visit <http://openworld.gov>.



Ukrainian delegate Olena Vorobyova, left, stands with her fellow delegates at the beginning of her presentation during the Twin Peaks Rotary luncheon at First Lutheran Church, Third Avenue and Terry Street on Thursday, *(Lewis Geyer / Longmont Times-Call)*

STATE: Arkansas

LOCAL HOST: Arkansas Council for International Visitors

COUNTRY/THEME: Russia/Role of Legislatures

Daily Photos 03.08.2014

Arkansas Democrat-Gazette/RICK MCFARLAND --03/07/14



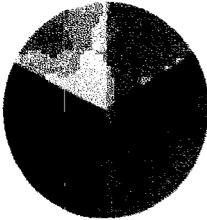
Sasha Hatter (right), 4th grade, follows the dance steps of Elena Chipizubova cq, one of five Russian citizens, who visited Gibbs International Magnet School in Little Rock Friday. They are in Little Rock to observe the Legislative process, governmental powers, auditing of government finances and freedom of information laws.

Open World by the Numbers



Nearly **23,000** rising leaders have been hosted in the United States since 1999.

2014 OW Delegates



■ Central / East Asia

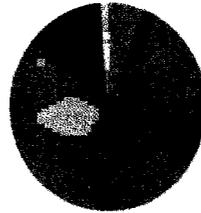
■ Caucasus

■ Russia

■ Eastern Europe

■ Balkans / Middle East

Total OW Delegates



Nearly **80%** of delegates met with Members of Congress or their staff in 2013.

7,200 families in over **2,200** communities in all **50** states have hosted our delegates.

More than **75%** of the Open World annual appropriation is spent in the United States, much of it at the local level.

Grantee and hosting demand for Open World delegates is usually **3x** the slots available.

Open World Participating Countries

Armenia	Kazakhstan	Moldova	Serbia	Turkmenistan
Azerbaijan	Kosovo	Mongolia	Tajikistan	Ukraine
Estonia	Kyrgyzstan	Russia	Turkey	Uzbekistan
Georgia				

Open World by the Numbers



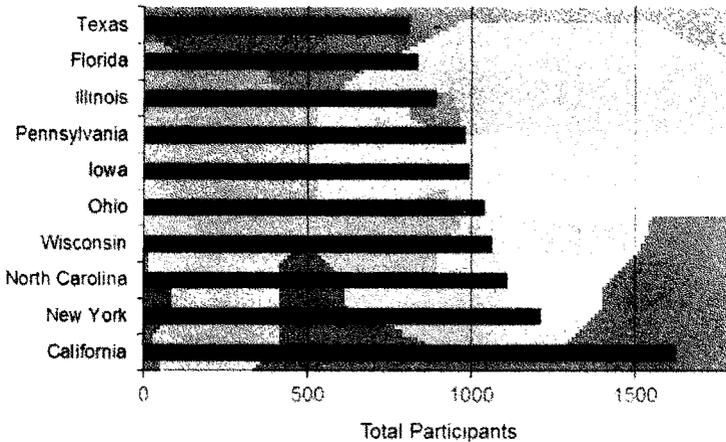
The average age of all Open World participants is 37.

2,073 Eurasian judges have been hosted by **153** U.S. federal judges.

54 American-Eurasian partnerships are currently being sustained by Open World.

15% of the Moldovan Parliament are Open World alumni.

Top Host States



About Open World

Open World is an exchange and partnership program designed to enhance mutual understanding and cooperation between Eurasian and American leaders. It builds the groundwork for such cooperation by bringing emerging Eurasian civic and political leaders to the United States to work with their American counterparts during 10-day professional visits. Open World then facilitates ongoing partnerships among its Eurasian and American participants through virtual networking and post-visit activities. The program is managed by the Open World Leadership Center, a U.S. legislative branch agency.



OPEN WORLD
LEADERSHIP CENTER

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Twitter: @OWProgram

Last updated: January 27, 2015

John C. Stennis Center for Public Service
FY 2016 Budget Request



Stennis Center for Public Service
Congressional Staff Training and Development
Budget Request for Fiscal Year 2016

Introduction

Congress created the John C. Stennis Center for Public Service 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 issues confronting the Congress as a vital institution of American democracy. Each Congress, an independent committee selects 28 to 32 Congressional staff 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 modeled on 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 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, over 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 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

that bridge party and chamber boundaries. Almost 150 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 343 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 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.

In the 112th Congress, the Stennis Center established the William E. "Eph" Cresswell Congressional Staff Leadership Award to recognize an exceptional Congressional staff leader each Congress. The award is named for Eph Cresswell who served as Administrative Assistant and Chief of Staff for U.S. Senator John Stennis from 1958 to 1989. So far, there have been three recipients of the award.

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.

FY 2016 Budget Request: \$430,000

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 2.0 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 two-year cycle that corresponds to the Congressional calendar. Because of this, expenses for the programs generally peak during the second session of Congress. For FY 2015, the first session of the 114th Congress, the \$430,000 appropriation is expected to equal program costs. In FY 2016, total

expenses are expected to be more than the \$430,000 appropriation. This shortfall in the annual appropriation will be covered by earnings from the trust fund.

The Stennis Center strives to present the highest quality programs for Congressional staff at the lowest possible cost. Actual expenditures for these programs in FY 2014 included: employment of staff to conduct the programs totaling \$187,500; direct program costs including speakers, facilities, travel; food and lodging at \$195,000; office lease and utilities at \$42,000; printing, copying and postage at \$3,500; and equipment and supplies at \$2,000.

The \$430,000 appropriations request for FY 2016 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.

FY 2016 Budget Request Detail

Congressional Staff Programs (by Program Activity)

Stennis Congressional Staff Fellows Program	\$284,530
Emerging Congressional Staff Leaders Program	\$ 37,660
Stennis Leadership Program for Congressional Interns	\$ 33,400
Civil-Military Leadership Program for Members and Staff	\$ 28,950
Senior Stennis Congressional Staff Fellows Program	<u>\$ 45,460</u>
Total	\$430,000

(by Object Classification)

Personnel	\$129,250
Direct Program Costs (including speakers, facilities, travel, food and lodging)	252,700
Office Lease and Utilities	43,000
Printing, Copying and Postage	3,200
Equipment and Supplies	<u>1,850</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 benefit from opportunities to strengthen their skills

through leadership development. Furthermore, the design of the Center's Congressional staff programs enables staff leaders across chamber and party lines to learn from each other and build relationships that would otherwise not 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 staff strengthen their leadership skills. And perhaps there is no greater beneficiary than the institution they serve – the United States Congress. The primary focus of 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 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

Christopher Coons
U.S. Senator from Delaware

Mike Moore (CHAIRMAN)
Former Attorney General of Mississippi

Terri A. Sewell
U.S. Representative from Alabama

