

Science Program Direction

Funding Profile by Category

(dollars in thousands, whole FTEs)

	FY 2007 Current Appropriation	FY 2008 Original Appropriation	FY 2008 Adjustments	FY 2008 Current Appropriation	FY 2009 Request
Headquarters (HQ)					
Salaries and Benefits	46,189	53,409	-1,633 ^a	51,776	54,847
Travel	2,069	2,500	—	2,500	3,560
Support Services	12,038	10,262	—	10,262	12,261
Other Related Expenses	9,829	10,048	—	10,048	12,178
Total, Headquarters	70,125^b	76,219	-1,633^a	74,586^b	82,846
Full Time Equivalents	307 ^b	386	—	386 ^b	351
Office of Scientific and Technical Information (OSTI)					
Salaries and Benefits	—	—	—	—	6,571
Travel	—	—	—	—	84
Support Services	—	—	—	—	1,207
Other Related Expenses	—	—	—	—	1,054
Total, Office of Scientific and Technical Information	—^b	—	—	—^b	8,916
Full Time Equivalents	— ^b	—	—	— ^b	57
Field Offices					
Chicago Office (CH)					
Salaries and Benefits	22,788	22,750	—	22,750	26,535
Travel	405	382	—	382	425
Support Services	2,026	1,905	—	1,905	2,282
Other Related Expenses	2,968	1,023	—	1,023	2,121
Total, Chicago Office	28,187	26,060	—	26,060	31,363
Full Time Equivalents	191	187	—	187	207

^a Reflects a reduction for the 0.91% rescission in P.L. 110–161, the Energy and Water Development and Related Agencies Appropriations Act, 2008.

^b Starting in FY 2009, OSTI is proposed as a separate line. In FY 2007 and FY 2008, OSTI funding is included within HQ funding. FY 2007 OSTI amounts are \$8,600,000 and 54 FTEs, and non-OSTI HQ amounts are \$61,525,000 and 253 FTEs. FY 2008 Current Appropriation OSTI amounts are \$8,684,000 and 58 FTEs and non-OSTI HQ amounts are \$65,902,000 and 328 FTEs.

(dollars in thousands, whole FTEs)

	FY 2007 Current Appropriation	FY 2008 Original Appropriation	FY 2008 Adjustments	FY 2008 Current Appropriation	FY 2009 Request
Oak Ridge Office (OR)					
Salaries and Benefits	29,796	30,675	—	30,675	32,050
Travel	621	492	—	492	695
Support Services	8,004	6,194	—	6,194	6,484
Other Related Expenses	5,163	6,089	—	6,089	6,112
Total, Oak Ridge Office	43,584	43,450	—	43,450	45,341
Full Time Equivalents	294	282	—	282	281
Ames Site Office (AMSO)					
Salaries and Benefits	432	465	—	465	479
Travel	19	25	—	25	25
Support Services	25	30	—	30	33
Other Related Expenses	43	35	—	35	39
Total, Ames Site Office	519	555	—	555	576
Full Time Equivalents	3	3	—	3	3
Argonne Site Office (ASO)					
Salaries and Benefits	3,116	3,522	—	3,522	3,621
Travel	34	41	—	41	47
Support Services	221	262	—	262	292
Other Related Expenses	318	300	—	300	329
Total, Argonne Site Office	3,689	4,125	—	4,125	4,289
Full Time Equivalents	23	25	—	25	25
Berkeley Site Office (BSO)					
Salaries and Benefits	3,251	3,542	—	3,542	3,898
Travel	65	105	—	105	107
Support Services	663	412	—	412	427
Other Related Expenses	215	335	—	335	248
Total, Berkeley Site Office	4,194	4,394	—	4,394	4,680
Full Time Equivalents	20	25	—	25	26

(dollars in thousands, whole FTEs)

	FY 2007 Current Appropriation	FY 2008 Original Appropriation	FY 2008 Adjustments	FY 2008 Current Appropriation	FY 2009 Request
Brookhaven Site Office (BHSO)					
Salaries and Benefits	3,200	3,771	—	3,771	3,888
Travel	61	62	—	62	71
Support Services	1	180	—	180	352
Other Related Expenses	485	221	—	221	218
Total, Brookhaven Site Office	3,747	4,234	—	4,234	4,529
Full Time Equivalents	22	27	—	27	27
Fermi Site Office (FSO)					
Salaries and Benefits	1,937	2,197	—	2,197	2,240
Travel	38	53	—	53	54
Support Services	127	146	—	146	171
Other Related Expenses	160	100	—	100	105
Total, Fermi Site Office	2,262	2,496	—	2,496	2,570
Full Time Equivalents	14	15	—	15	15
New Brunswick Laboratory (NBL)^a					
Salaries and Benefits	—	3,956	—	3,956	4,094
Travel	—	73	—	73	73
Support Services	—	274	—	274	274
Other Related Expenses	—	2,341	—	2,341	2,341
Total, New Brunswick Laboratory	—	6,644	—	6,644	6,782
Full Time Equivalents	—	35	—	35	35

^a Responsibility for the New Brunswick Laboratory was transferred in FY 2008 to the Office of Science from the former Office of Security and Safety Performance Assurance.

(dollars in thousands, whole FTEs)

	FY 2007 Current Appropriation	FY 2008 Original Appropriation	FY 2008 Adjustments	FY 2008 Current Appropriation	FY 2009 Request
Pacific Northwest Site Office (PNSO)					
Salaries and Benefits	4,285	4,559	—	4,559	4,804
Travel	110	63	—	63	65
Support Services	184	104	—	104	107
Other Related Expenses	257	327	—	327	642
Total, Pacific Northwest Site Office	4,836	5,053	—	5,053	5,618
Full Time Equivalents	34	36	—	36	36
Princeton Site Office (PSO)					
Salaries and Benefits	1,597	1,640	—	1,640	1,691
Travel	41	39	—	39	40
Support Services	4	10	—	10	10
Other Related Expenses	11	70	—	70	72
Total, Princeton Site Office	1,653	1,759	—	1,759	1,813
Full Time Equivalents	12	12	—	12	12
Stanford Site Office (SSO)					
Salaries and Benefits	1,659	2,038	—	2,038	2,101
Travel	38	55	—	55	61
Support Services	409	346	—	346	402
Other Related Expenses	17	112	—	112	61
Total, Stanford Site Office	2,123	2,551	—	2,551	2,625
Full Time Equivalents	12	13	—	13	13
Thomas Jefferson Site Office (TJSO)					
Salaries and Benefits	1,438	1,671	—	1,671	1,737
Travel	39	73	—	73	75
Support Services	52	91	—	91	115
Other Related Expenses	21	37	—	37	38
Total, Thomas Jefferson Site Office	1,550	1,872	—	1,872	1,965
Full Time Equivalents	10	12	—	12	12

(dollars in thousands, whole FTEs)

	FY 2007 Current Appropriation	FY 2008 Original Appropriation	FY 2008 Adjustments	FY 2008 Current Appropriation	FY 2009 Request
Total Field Offices					
Salaries and Benefits	73,499	80,786	—	80,786	87,138
Travel	1,471	1,463	—	1,463	1,738
Support Services	11,716	9,954	—	9,954	10,949
Other Related Expenses	9,658	10,990	—	10,990	12,326
Total, Field Offices	96,344	103,193	—	103,193	112,151
Full Time Equivalents	635	672	—	672	692
Total Science Program Direction					
Salaries and Benefits	119,688	134,195	-1,633 ^a	132,562	148,556
Travel	3,540	3,963	—	3,963	5,382
Support Services	23,754	20,216	—	20,216	24,417
Other Related Expenses	19,487	21,038	—	21,038	25,558
Total, Science Program Direction	166,469	179,412	-1,633 ^a	177,779	203,913
Full Time Equivalents	942	1,058	—	1,058	1,100

Mission

The Science Program Direction (SCPD) mission is to provide a skilled and highly motivated Federal workforce to manage and support basic energy-related and science-related research disciplines, diversely supported through research programs, projects, and facilities under the Office of Science's (SC's) leadership.

Description

The Headquarters (HQ) Federal staff is responsible for SC-wide issues, operational policy, scientific program development, and management functions supporting a broad spectrum of scientific disciplines and program offices. These disciplines include Advanced Scientific Computing Research, Basic Energy Sciences, Biological and Environmental Research, Fusion Energy Sciences, High Energy Physics, and Nuclear Physics, and also includes activities conducted by the Workforce Development for Teachers and Scientists program office. Additionally, support is included for management of workforce program direction and infrastructure through policy, technical, and administrative support staff responsible for budget and planning; general administration; information technology (IT); infrastructure management; construction management; Safeguards and Security (S&S); and Environment, Safety, and Health (ES&H) within the framework set by the Department.

SCPD includes funding for the Office of Scientific and Technical Information (OSTI), which collects, preserves, and disseminates research and development (R&D) information produced by Department of Energy (DOE)-sponsored research for use by DOE, the scientific community, academia, U.S. industry,

^a Reflects a reduction for the 0.91% rescission in P.L. 110-161, the Energy and Water Development and Related Agencies Appropriations Act, 2008.

and the public to expand the knowledge base of science and technology. OSTI's mission is to advance science and sustain technological creativity by making R&D findings available and useful to DOE researchers and the American people. Accelerating the dissemination of DOE's R&D information or "knowledge" serves to accelerate the pace of scientific progress itself. OSTI is responsible for the development and operation of DOE's leading e-Government (e-Gov) systems such as the Information Bridge, Energy Citations Database, and the E-Print Network, which are all integrated under the Science Accelerator. OSTI also developed and hosts the interagency e-Gov system Science.gov, which uses breakthrough technology for simultaneously searching across more than 50 million pages in 30 federal databases involving 13 different federal science agencies. Internationally, DOE (representing the United States), through OSTI's partnership with the British Library, used the same federated searching technology to open a web-based global gateway to science information, covering 24 portals and databases from 17 countries. The gateway, WorldWideScience.org, provides citizens, researchers and anyone interested in science the capability to search science portals not typically accessible through commercial search engine technology. U.S. access to international research information is key to American competitiveness in science and technology. Although the majority of DOE's R&D output is open to the scientific community, a sizable share is classified or sensitive, and OSTI's responsibilities are to ensure protection and limited, appropriate access in support of DOE's national security mission.

Field personnel are responsible and directly accountable for implementing the SC program within the framework established by HQ policy and guidance. Site Office personnel are responsible for the day-to-day oversight of Management and Operating contract performance supporting SC laboratories and facilities. These SC laboratories include Argonne, Brookhaven, Lawrence Berkeley, Oak Ridge, and Pacific Northwest national laboratories; Ames Laboratory, Fermi National Accelerator Laboratory, Princeton Plasma Physics Laboratory, Stanford Linear Accelerator Center, and Thomas Jefferson National Accelerator Facility. As of FY 2008, SC also supports the New Brunswick Laboratory, a government-owned, government-operated center of excellence in the measurement science of nuclear materials. In addition, the Integrated Support Center, operated in partnership by the Chicago (CH) and Oak Ridge (OR) Operations office personnel, provides best-in-class business, administrative, and specialized technical support across the entire SC enterprise and to other DOE programs. Centers of Excellence include Grants Management and Intellectual Property Law at CH. Workforce operations in the field include financial stewardship, Human Resources (HR), grants and contracts, labor relations, security, legal counsel, public affairs, intellectual property and patent management, environmental compliance, safety and health management, infrastructure operations maintenance, and information systems development and support.

SC is continuing to work on its Human Capital Management (HCM) Plan covering all SC employees and locations. The HCM Plan is designed to ensure that the current and future SC workforce is in place to accomplish SC mission requirements. SC is working to attract and retain a capable and proficient workforce to ensure existing continuity and the future of its basic research programs. This is a dilemma faced by many agencies, but is particularly acute and problematic for SC given the high degree of specialized knowledge and technical qualifications required of its workforce. Within SC, procedures and processes are being developed that will provide a consistent methodology for workforce planning across the SC enterprise that also recognizes site-specific requirements. This methodology should:

- facilitate understanding of the SC skills mix at HQ and in the Field;
- identify positions for succession planning;
- develop a workforce pipeline for critical occupations at all levels of the organization in HQ and the Field, by using innovative and strategically deployed recruitment, retention, and developmental tools;

- reinforce a results-oriented performance culture, placing significant emphasis on and linking of performance, pay, and expectations; and
- use the appropriate customer service standards, the results of the Office of Personnel Management (OPM) employee satisfaction survey and the OPM hiring timelines as measures to continually improve our recruitment strategies and timelines.

Program Direction is grouped into four major categories:

- Salaries and benefits for FY 2009 provide for 351 Federal full time equivalents (FTEs) at HQ (employees based in Germantown, Maryland and Washington, DC) and 749 Federal FTEs at OSTI and the Site/Field offices located throughout the United States. In addition, funding is provided for other pay-related costs such as the government's contribution for employee health insurance and retirement, workers' compensation payments to the Department of Labor, transit subsidies, and incentive awards.
- Travel includes all costs of transportation, subsistence, and incidental travel expenses of SC's Federal employees and Advisory Committee members in accordance with Federal Travel Regulations. This also includes travel costs associated with permanent change of station (PCS).
- Support services include both technical expertise and general administrative services and activities. Technical support services include development of specifications, system definition, system review and reliability analyses; and test and evaluation, surveys or reviews. Management support services include, but are not limited to, directives management studies; automated data processing; training and education; analyses of Departmental management processes; and any other reports or analyses directed toward improving the effectiveness, efficiency and economy of management and general administrative services.
- Other related expenses provide funding for fixed requirements associated with rent, utilities, and telecommunications. Requirements such as building and grounds maintenance, computer/video maintenance and support, printing and graphics, copier leases, site-wide health care units, equipment, and storage of household goods and the buying/selling of homes in conjunction with directed PCS are also included. A Working Capital Fund (WCF) established at HQ to which SC contributes, allocates the costs of common Departmental administrative services to the recipient organizations. Activities supported by the WCF include telephone services, postage, supplies, photocopying, building occupancy, Payroll Processing, contract closeouts, corporate training services, Project Management Career Development Program, Corporate Human Resource Information System, Standard Accounting and Reporting System (STARS), and the Strategic Integrated Procurement Enterprise System (STRIPES).

The FY 2009 SCPD budget request supports salaries, benefits, travel, training, and associated support expenses to include 49 new FTEs requested in the FY 2009 budget as well as 58 new FTEs requested in the FY 2007 and FY 2008 budgets. These additional FTEs and funding are required to address staffing and travel concerns identified by numerous Committee of Visitors (COV) reports over the last several fiscal years and to support a significantly increased SC program budget.

Detailed Justification

(dollars in thousands)

	FY 2007	FY 2008	FY 2009
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Salaries and Benefits

	119,688	132,562	148,556
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In FY 2009, salaries and benefits are requested for 1,100 FTEs, an increase of 42 FTEs comprising 21 additional Program Managers and support staff requested across the SC HQ Program Offices to ensure the necessary resources and infrastructure exist to facilitate sound scientific program development and management of a significantly increased SC research investment and to also address specific staffing concerns identified by recent COV reports; 20 FTEs at the CH Office to ensure acquisition, financial, and other necessary infrastructure is in place to support a significantly increased SC R&D investment related to the American Competitiveness Initiative (ACI) over the next 5 years; 6 FTEs who manage the High Flux Isotope Reactor (HFIR) at the OR Office, will be transferred from the Office of Nuclear Energy (NE) to SC; 2 FTEs who manage the Isotope Program will be transferred from NE to SC-HQ; and an offsetting reduction of 7 FTEs across the Field complex achieved through attrition and workforce management incentives.

The FY 2009 salary and benefit request assumes a 2.9% pay raise in January 2009 and 4.7% escalation for personnel/pay related activities for benefits such as employee health and retirement. Strategically deployed recruitment, relocation, and retention bonuses will be employed corporately to attract and retain technically skilled and highly qualified employees.

Travel

	3,540	3,963	5,382
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Enables federal staff to effectively manage a broad spectrum of scientific disciplines and perform contractor oversight at geographically dispersed facilities to ensure implementation of DOE orders and regulatory requirements including process reviews, internal audits, compliance reviews, oversight of investigations, and administrative proceedings; and to attend numerous site, project, and program reviews; operational policy reviews and meetings; conferences; and training for skill maintenance and/or certification.

The request also includes travel expenses for over 150 members making up the 6 individual SC advisory committees. Committee membership primarily consists of representatives from universities, national laboratories, and industry and includes a diverse balance of disciplines, experiences, and geography. Each of the six advisory committees meets three to four times annually and provides valuable, independent advice to the Department regarding the complex scientific and technical issues that arise in the planning, management, and implementation of the SC programs.

The FY 2009 increase supports the additional program and support staff and specifically addresses travel funding concerns identified by recent COV reports.

Support Services

	23,754	20,216	24,417
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Provides for day-to-day operations, including mailroom services, travel processing, and administration of the Small Business Innovation Research program. Support is also provided for maintenance, operation, and cyber security management of SC-HQ and Field mission specific Information Management systems and infrastructure and SC-corporate Enterprise Architecture and Capital Planning Investment Control management. Supports energy research analysis, studies and activities relevant to DOE's energy and science missions, including: adaption of the Department of Defense's 6.1-6.7 stage gate to the needs of energy technology development for the non-government customer; design of decadal technology strategy surveys that can advise priorities, queuing, balance, and research portfolio

(dollars in thousands)

FY 2007	FY 2008	FY 2009
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mix; and assessment of the information value of demonstration and deployment investments to markets and identification of appropriate metrics for measuring this impact. Provides accessibility of DOE's multi-billion dollar R&D program through e-Gov information systems managed and administered by OSTI and supports operations and maintenance of the Searchable Field Work Proposal (FWP) system, which will provide HQ and Field organizations a tool to search, evaluate, and monitor both legacy and current FWPs.

Training and education of federal staff, including continuing education, career development training and other initiatives, such as the Student Career Experience Program and the Student Temporary Employment Program, will continue to be supported.

Other areas of support include staffing 24-hour emergency communications centers, S&S services; grants and contract close-out activities, copy centers, directives coordination, and filing and retrieving records.

Other Related Expenses	19,487	21,038	25,558
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Provides support in the Field for office space, telecommunications, utilities, building/equipment maintenance, supplies, other services, and equipment. Includes SC's contributions to the WCF for: common administrative services at HQ, such as rent and building operations, telecommunications, network connectivity, supplies/equipment, printing/graphics, copying, mail, contract closeout and purchase card surveillance; operation and maintenance of STARS and STRIPES; contractor support for the Payments Processing Center (PPC) at the OR Financial Service Center (ORFSC); and Office of Management and Budget (OMB) Circular A-123 reporting requirements support. In addition, WCF services assessed to and used by HQ, OSTI, and the Field include online training, Corporate Human Resource Information System (CHRIS), payroll processing and the Project Management Career Development Program (PMCDP). Also includes IT project management training; and e-Gov initiative fees for E-Travel, Business Gateway, Integrated Acquisition Environment, Geospatial One-Stop, Recruitment One-Stop, Enterprise HR Initiative, Lines of Business, and Grants.gov.

Funding responsibility of the Department's nation-wide PPC at the ORFSC is transferred from SC to the Department's WCF starting in FY 2009. Each Departmental organization will be assessed an equitable share of the PPC contractor support requirements. As the responsible program for OR, SC will continue to fund the salaries, benefits and related expenses of the federal staff providing oversight to the ORFSC and PPC.

Total, Science Program Direction	166,469	177,779	203,913
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Explanation of Funding Changes

FY 2009 vs. FY 2008 (\$000)

Salaries and Benefits

Provides support for 1,100 FTEs, a net increase of 42 FTEs over FY 2008 that includes 21 additional Program Managers and support staff across the SC HQ program offices; 20 FTEs at the CH Office; 6 FTEs who manage HFIR at the OR Office, transferred from NE to SC; 2 FTEs who manage the Isotope Program transferred from NE to SC-HQ; and an offsetting reduction of 7 FTEs across the Field. This assumes a 2.9% pay raise for 2009; 4.7% escalation for personnel/pay related activities such as benefits for health insurance and retirement; and an increased cap for Senior Executive Service (SES) basic pay. Increase also provides full year salary and benefits costs associated with 58 FTEs requested in the FY 2007 and FY 2008 budgets but not planned to be hired until late FY 2008 or early FY 2009 due to the FY 2007 year-long continuing resolution and the reduced FY 2008 enacted budget.

+15,994

Travel

Specifically, the increase will support the additional travel requirements related to an increased SC workforce and address SC-HQ program office travel concerns identified by COV reports. Includes 2.3% escalation for non-pay activities. Specifically the \$1,419,000 increase over FY 2008 includes: \$125,000 for SC-HQ Advisory Committee members travel; \$441,000 for full-year travel funding for new SC-HQ Program Managers and support staff hired in late FY 2008 and FY 2009; \$508,000 to specifically address SC-HQ program office travel funding concerns identified by recent COV reports; \$5,000 for HFIR requirements; \$10,000 for Isotope Program requirements; \$239,000 for increased travel requirements by technical and administrative staff supporting acquisitions, finance, ES&H, the Integrated Assessment Schedule, and realignment from Other Services for rental/lease of passenger-carrying vehicles; and \$91,000 for escalation.

+1,419

Support Services

The increase supports update of mission specific HQ applications and cyber security protections required for HQ applications operations, and the management of SC-wide program level policies, issues and coordination across all SC sites to ensure appropriate alignment with Departmental direction (\$1,811,000); training requirements for current staff, HFIR and Isotope Program requirements (\$11,000); increased support services requirements for safety analysis and administrative support including HFIR and the Isotope Program (\$492,000); increased energy research analysis and studies relevant to DOE's energy and science missions (\$1,000,000); realignment of support services requirements for S&S and Emergency Operations Center from Other Services (\$1,217,000); and 2.3% escalation (\$465,000) for non-pay activities.

Offsetting the increases is a decrease of \$795,000 as a result of the transfer of funding responsibility for the PPC contractor support at the ORFSC to the Department's WCF where it will be shared by all of the Department's programs.

+ 4,201

FY 2009 vs. FY 2008 (\$000)

Other Related Expenses

The increase supports requirements such as office space, utilities, communications, equipment, supplies, furniture and other related expenses associated with an increased SC workforce and maintaining current level of operations (\$2,825,000); increased WCF requirements including STARS and STRIPES maintenance and operation; OMB A-123 reporting requirements support; contract support for building maintenance, supplies and property, transportation, travel, copy management and printing, Forrestal-Germantown shuttle bus, Forrestal safe haven project, and the On-Line Learning Center (\$1,407,000); the allocable share of the Argonne National Laboratory charges for space, utilities, communications and other related expenses for the CH Office (\$931,000) which includes realignment of Operation and Maintenance of Equipment to Operation and Maintenance of Facilities (i.e., building maintenance, janitorial, technical support—radios/alarms, and space modifications); HFIR requirements \$90,000; and 2.3% escalation (\$484,000) for non-pay activities.

Offsetting the increases is a decrease for realignment of support services requirements for S&S and Emergency Operations Center to Support Services (\$1,217,000).

+ 4,520

Total Funding Change, Science Program Direction

+26,134

Support Services by Category

(dollars in thousands)

	FY 2007	FY 2008	FY 2009
Technical Support			
Development of Specifications	300	300	258
System Definition	250	200	192
System Review and Reliability Analyses	540	500	510
Total, Technical Support	<u>1,090</u>	<u>1,000</u>	<u>960</u>
Management Support			
Directives Management Studies	—	338	—
Automated Data Processing	11,381	8,141	9,366
Training and Education	759	1,167	1,342
Reports and Analyses Management and General Administrative Services	10,524	9,570	12,749
Total, Management Support	<u>22,664</u>	<u>19,216</u>	<u>23,457</u>
Total, Support Services	<u>23,754</u>	<u>20,216</u>	<u>24,417</u>

Other Related Expenses by Category

(dollars in thousands)

	FY 2007	FY 2008	FY 2009
Other Related Expenses			
Rent to GSA	649	946	843
Rent to Others	118	616	1,268
Communications, Utilities, Miscellaneous	2,147	2,297	2,921
Printing and Reproduction	133	27	18
Other Services	4,916	5,469	5,867
Operation and Maintenance of Equipment	1,734	1,824	1,328
Operation and Maintenance of Facilities	1,877	—	2,013
Supplies and Materials	998	850	903
Equipment	606	2,269	1,722
Working Capital Fund	6,309	6,740	8,675
Total, Other Related Expenses	19,487	21,038	25,558

Capital Operating Expenses and Construction Summary

Capital Operating Expenses

(dollars in thousands)

	FY 2007	FY 2008	FY 2009
Capital Equipment	126	—	447