

## Program Direction

### Overview

Program Direction (PD) in the Office of Science (SC) supports a highly skilled federal workforce to develop and oversee SC investments in basic research and construction and operation of scientific user facilities, which are critical to the American scientific enterprise. SC is the largest federal sponsor of basic research in the physical sciences in the U.S. SC research and facility investments transform our understanding of nature and advance the energy, economic, and national security of the United States. In addition, SC accelerates discovery and innovation by providing broad public access to all DOE research and development findings.

SC requires sophisticated and experienced scientific and technical program and project managers, as well as experts in acquisition; finance; legal; construction management; and environmental, safety, and health oversight. The SC basic research portfolio includes extramural grants and contracts supporting over 22,000 researchers located at over 300 institutions and the 17 DOE national laboratories, spanning all fifty states and the District of Columbia. The portfolio of 26 scientific user facilities serves nearly 32,000 users per year.

### Headquarters (HQ)

The SC HQ includes the six SC research program offices (Advanced Scientific Computing Research, Basic Energy Sciences, Biological and Environmental Research, Fusion Energy Sciences, High Energy Physics, and Nuclear Physics), Workforce Development for Teachers and Scientists, Project Assessment, and SBIR/STTR Programs Offices, as well as several resource management functions, and HQ-based field management functions. The SC HQ federal staff:

- Conduct scientific program and research infrastructure planning, execution, and management across SC, in part by extensive engagement with the scientific community to identify research opportunities and develop priorities.
- Establish and maintain competitive research portfolios, which include high-risk, high-reward research, to achieve mission goals and objectives.
- Conduct rigorous external peer review of research proposals and ongoing programs. Each year, SC manages nearly 5,000 ongoing laboratory, university, non-profit, and private industry research awards and conducts over 12,000 peer reviews of new and renewal proposals.
- Provide safety, security, and infrastructure oversight and management of all SC user facilities and other current research investments.
- Ensure the production, certification, and distribution of nuclear reference materials for a wide variety of users.
- Provide oversight and management of all line item construction projects and other capital asset projects.
- Provide oversight and management of the maintenance and operational integrity of the ten SC-stewarded national laboratories.
- Provide policy, strategy, and resource management in the areas of laboratory oversight, information technology, grants and contracts, budget, and human capital.

### Office of Scientific and Technical Information (OSTI)

OSTI fulfills the Department's responsibilities for providing public access to the unclassified results of its research investments and limited access to classified research results. DOE researchers produce over 50,000 research publications, datasets, software, and patents annually. OSTI's physical and electronic collections exceed one million research outputs from the 1940s to the present, providing access to the results of DOE's research investments. OSTI implements DOE's public access mandates, including the government-wide requirement that peer-reviewed publications resulting from federal funding is made available to the public within 12 months of publication in a journal.

### Integrated Support Center (ISC)

The ISC, located at the Chicago and Oak Ridge Offices, provides business management to support SC's federal responsibilities. These functions include legal and technical support; financial management; grant and contract processing; safety, security, and health management; intellectual property and patent management; environmental compliance; facility infrastructure operations and maintenance; and information systems development and support. As part of this, the ISC:

- Monitors the multi-appropriation, multi-program allotments for all ten SC national laboratories through administration of laboratory Management and Operating (M&O) contracts and is responsible for over 3,000 grants per year to university-based researchers.
- Provides support to SC and other DOE programs for solicitations and funding opportunity announcements, as well as the negotiation, award, administration, and closeout of contracts and financial assistance awards using certified contracting officers and professional acquisition staff.

#### Site Offices

SC site offices provide contract management and critical support for the scientific mission execution at ten SC national laboratories. This includes day-to-day business management; approvals to operate hazardous facilities; safety and security oversight; leases; property transfers; sub-contracts; and activity approvals required by laws, regulations, and DOE policy. As part of this, the site offices:

- Maintain a comprehensive contract management program to ensure contractual mechanisms are managed effectively and consistently with guidelines and regulations.
- Evaluate laboratory activities including nuclear, radiological, and other complex hazards.
- Provide federal project directors to oversee construction projects and other major capital asset projects.

#### **Highlights of the FY 2019 Request**

The FY 2019 Request of \$180,000,000 will support a total level of approximately 835 FTEs. SC will utilize available human capital workforce reshaping tools to manage its FTEs in a manner consistent with its long-term workforce restructuring plan as part of the DOE Agency Reform Plan<sup>a</sup>. SC will continue to review, analyze, and prioritize mission requirements and identify those organizations and functions aligning with Administration and Department program objectives and SC strategic goals while maximizing efficiency through functional consolidation.

The FY 2019 Request includes:

- Two (2) FTEs in the Office of Planning and Management Oversight to support the Office of the Under Secretary for Science.
- Twenty-two (22) FTEs in the Office of the Chief Human Capital Officer operating the Shared Service Center (SSC) and supporting HR Advisory Offices.
- Three-hundred and four (304) SC Headquarters (HQ) federal staff, spread among the six research program offices, Workforce Development for Teachers and Scientists, Project Assessment, and SBIR/STTR Programs Offices, as well as several resource management functions, and HQ-based field management functions, including the NBL Program Office. The NBL Program Office was established in 2016 as part of a reorganization that restructured the functions and dispositioned the inventory of the New Brunswick Laboratory. The NBL Program Office is organized under the Deputy Director for Field Operations with responsibility for ensuring the production, certification, and distribution of nuclear reference materials for a wide variety of users.
- Forty (40) OSTI federal staff to manage SC's public access program.
- Four-hundred and sixty-seven (467) Integrated Service Center (ISC) and site office federal staff.

<sup>a</sup> OMB Memo M-17-22

**Science Program Direction  
Funding (\$K)**

	FY 2017 Enacted	FY 2018 Annualized CR <sup>a</sup>	FY 2019 Request	FY 2019 Request vs FY 2017 Enacted
<b>Headquarters</b>				
<b>Science HQ</b>				
Salaries and Benefits	57,652	—	57,075	-577
Travel	1,151	—	1,513	+362
Support Services	16,956	—	15,040	-1,916
Other Related Expenses	2,706	—	4,345	+1,639
Working Capital Fund	8,142	—	8,150	+8
<b>Total, Science HQ</b>	<b>86,607</b>	<b>—</b>	<b>86,123</b>	<b>-484</b>
<b>Under Secretary for Science</b>				
Salaries and Benefits	460	—	440	-20
Other Related Expenses	0	—	400	+400
<b>Total, Under Secretary for Science</b>	<b>460</b>	<b>—</b>	<b>840</b>	<b>+380</b>
<b>Human Capital Shared Service Center</b>				
Salaries and Benefits	3,455	—	2,750	-705
Other Related Expenses	456	—	400	-56
<b>Total, Human Capital Shared Service Center</b>	<b>3,911</b>	<b>—</b>	<b>3,150</b>	<b>-761</b>
<b>Total Headquarters</b>				
Salaries and Benefits	61,567	—	60,265	-1,302
Travel	1,151	—	1,513	+362
Support Services	16,956	—	15,040	-1,916
Other Related Expenses	3,162	—	5,145	+1,983
Working Capital Fund	8,142	—	8,150	+8
<b>Total, Headquarters</b>	<b>90,978</b>	<b>—</b>	<b>90,113</b>	<b>-865</b>

<sup>a</sup> A full-year 2018 appropriation for this account was not enacted at the time the budget was prepared; therefore, the budget assumes this account is operating under the Continuing Appropriations Act, 2018 (Division D of P.L. 115-56, as amended). The amounts included for 2018 reflect the annualized level provided by the continuing resolution. (These amounts are shown only at the Congressional control level and above; below that level, a dash (—) is shown).

	FY 2017 Enacted	FY 2018 Annualized CR <sup>a</sup>	FY 2019 Request	FY 2019 Request vs FY 2017 Enacted
<b>Office of Scientific and Technical Information</b>				
Salaries and Benefits	6,020	–	5,720	-300
Travel	65	–	76	+11
Support Services	1,569	–	1,931	+362
Other Related Expenses	903	–	920	+17
<b>Total, Office of Scientific and Technical Information</b>	<b>8,557</b>	<b>–</b>	<b>8,647</b>	<b>+90</b>
<b>Field Offices</b>				
<b>Chicago Office</b>				
Salaries and Benefits	21,312	–	20,562	-750
Travel	124	–	210	+86
Support Services	411	–	680	+269
Other Related Expenses	1,767	–	2,269	+502
<b>Total, Chicago Office</b>	<b>23,614</b>	<b>–</b>	<b>23,721</b>	<b>+107</b>
<b>Oak Ridge Office</b>				
Salaries and Benefits	18,864	–	18,492	-372
Travel	173	–	220	+47
Support Services	659	–	1,937	+1,278
Other Related Expenses	3,943	–	3,362	-581
<b>Total, Oak Ridge Office</b>	<b>23,639</b>	<b>–</b>	<b>24,011</b>	<b>+372</b>
<b>Ames Site Office</b>				
Salaries and Benefits	636	–	620	-16
Travel	11	–	20	+9
Support Services	2	–	2	0
<b>Total, Ames Site Office</b>	<b>649</b>	<b>–</b>	<b>642</b>	<b>-7</b>
<b>Argonne Site Office</b>				
Salaries and Benefits	3,680	–	4,150	+470
Travel	40	–	70	+30
Support Services	138	–	195	+57
Other Related Expenses	39	–	20	-19
<b>Total, Argonne Site Office</b>	<b>3,897</b>	<b>–</b>	<b>4,435</b>	<b>+538</b>

	<b>FY 2017 Enacted</b>	<b>FY 2018 Annualized CR<sup>a</sup></b>	<b>FY 2019 Request</b>	<b>FY 2019 Request vs FY 2017 Enacted</b>
<b>Berkeley Site Office</b>				
Salaries and Benefits	3,114	–	3,560	+446
Travel	30	–	65	+35
Support Services	144	–	215	+71
Other Related Expenses	131	–	105	-26
<b>Total, Berkeley Site Office</b>	<b>3,419</b>	<b>–</b>	<b>3,945</b>	<b>+526</b>
<b>Brookhaven Site Office</b>				
Salaries and Benefits	4,163	–	4,071	-92
Travel	63	–	80	+17
Support Services	360	–	334	-26
Other Related Expenses	220	–	287	+67
<b>Total, Brookhaven Site Office</b>	<b>4,806</b>	<b>–</b>	<b>4,772</b>	<b>-34</b>
<b>Fermi Site Office</b>				
Salaries and Benefits	2,535	–	2,240	-295
Travel	38	–	80	+42
Support Services	50	–	42	-8
Other Related Expenses	40	–	28	-12
<b>Total, Fermi Site Office</b>	<b>2,663</b>	<b>–</b>	<b>2,390</b>	<b>-273</b>
<b>New Brunswick Laboratory Program Office<sup>b</sup></b>				
Salaries and Benefits	1,043	–	0	-1,043
Travel	63	–	0	-63
Support Services	489	–	0	-489
Other Related Expenses	898	–	0	-898
<b>Total, New Brunswick Laboratory Program Office</b>	<b>2,493</b>	<b>–</b>	<b>0</b>	<b>-2,493</b>

<sup>b</sup> The New Brunswick Laboratory was closed and functions have been distributed across multiple national laboratories with a HQ program office overseeing operations. FY 2019 Request for Science HQ will support the NBL Program Office.

	FY 2017 Enacted	FY 2018 Annualized CR <sup>a</sup>	FY 2019 Request	FY 2019 Request vs FY 2017 Enacted
<b>Oak Ridge National Laboratory Site Office</b>				
Salaries and Benefits	5,776	–	5,145	-631
Travel	50	–	80	+30
Support Services	330	–	215	-115
Other Related Expenses	30	–	25	-5
<b>Total, Oak Ridge National Laboratory Site Office</b>	<b>6,186</b>	<b>–</b>	<b>5,465</b>	<b>-721</b>
<b>Pacific Northwest Site Office</b>				
Salaries and Benefits	4,896	–	4,970	+74
Travel	67	–	110	+43
Support Services	38	–	34	-4
Other Related Expenses	104	–	56	-48
<b>Total, Pacific Northwest Site Office</b>	<b>5,105</b>	<b>–</b>	<b>5,170</b>	<b>+65</b>
<b>Princeton Site Office</b>				
Salaries and Benefits	1,540	–	1,859	+319
Travel	19	–	45	+26
Support Services	14	–	15	+1
Other Related Expenses	74	–	59	-15
<b>Total, Princeton Site Office</b>	<b>1,647</b>	<b>–</b>	<b>1,978</b>	<b>+331</b>
<b>SLAC Site Office</b>				
Salaries and Benefits	2,220	–	2,340	+120
Travel	25	–	45	+20
Support Services	140	–	198	+58
Other Related Expenses	57	–	40	-17
<b>Total, SLAC Site Office</b>	<b>2,442</b>	<b>–</b>	<b>2,623</b>	<b>+181</b>
<b>Thomas Jefferson Site Office</b>				
Salaries and Benefits	1,831	–	2,004	+173
Travel	30	–	45	+15
Support Services	10	–	8	-2
Other Related Expenses	34	–	31	-3
<b>Total, Thomas Jefferson Site Office</b>	<b>1,905</b>	<b>–</b>	<b>2,088</b>	<b>+183</b>

	FY 2017 Enacted	FY 2018 Annualized CR <sup>a</sup>	FY 2019 Request	FY 2019 Request vs FY 2017 Enacted
<b>Total Field Offices</b>				
Salaries and Benefits	71,610	–	70,013	-1,597
Travel	733	–	1,070	+337
Support Services	2,785	–	3,875	+1,090
Other Related Expenses	7,337	–	6,282	-1,055
<b>Total, Field Offices</b>	<b>82,465</b>	<b>–</b>	<b>81,240</b>	<b>-1,225</b>
<b>Total Program Direction</b>				
Salaries and Benefits	139,197	–	135,998	-3,199
Travel	1,949	–	2,659	+710
Support Services	21,310	–	20,846	-464
Other Related Expenses	11,402	–	12,347	+945
Working Capital Fund	8,142	–	8,150	+8
<b>Total, Program Direction</b>	<b>182,000</b>	<b>180,764</b>	<b>180,000</b>	<b>-2,000</b>
Federal FTEs	<b>870</b>	<b>–</b>	<b>835</b>	<b>-35</b>
<b>Technical Support</b>				
Development of specifications	500	–	0	-500
System review and reliability analyses	884	–	973	+89
Surveys or reviews of technical operations	462	–	0	-462
<b>Total, Technical Support</b>	<b>1,846</b>	<b>–</b>	<b>973</b>	<b>-873</b>
<b>Management Support</b>				
Automated data processing	10,390	–	9,080	-1,310
Training and education	718	–	740	+22
Reports and analyses, management, and general administrative services	8,356	–	10,053	+1,697
<b>Total, Management Support</b>	<b>19,464</b>	<b>–</b>	<b>19,873</b>	<b>+409</b>
<b>Total, Support Services</b>	<b>21,310</b>	<b>–</b>	<b>20,846</b>	<b>-464</b>

	<b>FY 2017 Enacted</b>	<b>FY 2018 Annualized CR<sup>a</sup></b>	<b>FY 2019 Request</b>	<b>FY 2019 Request vs FY 2017 Enacted</b>
<b>Other Related Expenses</b>				
Rent to GSA	960	–	612	-348
Rent to others	1,173	–	1,374	+201
Communications, utilities, and miscellaneous	2,511	–	2,623	+112
Other services	1,454	–	2,379	+925
Operation and maintenance of equipment	142	–	2	-140
Operation and maintenance of facilities	1,413	–	1,242	-171
Supplies and materials	853	–	690	-163
Equipment	2,896	–	3,425	+529
<b>Total, Other Related Expenses</b>	<b>11,402</b>	<b>–</b>	<b>12,347</b>	<b>+945</b>
<b>Working Capital Fund</b>	<b>8,142</b>	<b>–</b>	<b>8,150</b>	<b>+8</b>



**Program Direction**

**Activities and Explanation of Changes**

FY 2017 Enacted	FY 2019 Request	Explanation of Changes FY 2019 Request vs FY 2017 Enacted
<b>Program Direction \$182,000,000</b>	<b>\$180,000,000</b>	<b>-\$2,000,000</b>
<b>Salaries and Benefits \$139,197,000</b>	<b>\$135,998,000</b>	<b>-\$3,199,000</b>
<p>The FY 2017 Enacted level supported 870 FTEs to perform scientific oversight, program and project management, essential operations support associated with science program portfolio management, and support for the Office of the Chief Human Capital Officer operating the SSC and supporting HR Advisory Offices.</p> <p>Funding also supported expenses such as increases in general schedule pay rates, health insurance costs and retirement allocations in the Federal Employees Retirement System.</p>	<p>The FY 2019 Request will support 835 FTEs to perform scientific oversight, program and project management, essential operations support associated with science program portfolio management, and support for the Office of the Chief Human Capital Officer operating the SSC and supporting HR Advisory Offices.</p> <p>This funding will also support health insurance costs and retirement allocations in the Federal Employees Retirement System.</p>	<p>The reduction in salaries and benefits will be driven by ongoing and planned reductions in federal staff consistent with SC's long-term workforce restructuring plans and the DOE Agency Reform Plan.</p>
<b>Travel \$1,949,000</b>	<b>\$2,659,000</b>	<b>+\$710,000</b>
<p>Ensuring scientific management, compliance, safety oversight, and external review of research funding across all SC programs requires staff to travel, since SC senior program managers are not co-located with grantees or at national laboratories. The Enacted level supported facility visits where the use of electronic telecommunications were not practical for mandated on-site inspections and facility operations reviews.</p>	<p>Ensuring scientific management, compliance, safety oversight, and external review of research funding across all SC programs requires staff to travel, since SC senior program managers are not co-located with grantees or at national laboratories. The FY 2019 Request will support facility visits where the use of electronic telecommunications are not practical for mandated on-site inspections and facility operations reviews.</p>	<p>The increase in travel funding will allow for increased SC program manager participation in major scientific meetings and provide effective management and oversight of major programs and user facilities through on-site visits.</p>

FY 2017 Enacted	FY 2019 Request	Explanation of Changes FY 2019 Request vs FY 2017 Enacted
<p>Funding also supported travel for the SC Federal Advisory Committees which included over 170 representatives from universities, national laboratories, and industry, representing a diverse balance of disciplines, professional experience, and geography. Each of the six advisory committees provides valuable, independent advice to the Department regarding the complex scientific and technical issues that arise in the planning, management, and implementation of SC programs.</p>	<p>The Request will also support travel for the SC Federal Advisory Committees, which will include over 170 representatives from universities, national laboratories, and industry, representing a diverse balance of disciplines, professional experience, and geography. Each of the six advisory committees provides valuable, independent advice to the Department regarding the complex scientific and technical issues that arise in the planning, management, and implementation of SC programs.</p>	
<p><b>Support Services \$21,310,000</b></p>	<p><b>\$20,846,000</b></p>	<p><b>-\$464,000</b></p>
<p>The FY 2017 Enacted level supported select administrative and professional services including: support for the Small Business Innovation Research/Small Business Technology Transfer program; grants and contract processing and close-out activities; accessibility to DOE's corporate multi-billion dollar R&amp;D program through information systems managed and administered by OSTI; travel processing; correspondence control; select reports or analyses directed toward improving the effectiveness, efficiency, and economy of services and processes; and safeguards and security oversight functions.</p>	<p>The FY 2019 Request will support select administrative and professional services including: support for the Small Business Innovation Research/Small Business Technology Transfer program; grants and contract processing and close-out activities; accessibility to DOE's corporate multi-billion dollar R&amp;D program through information systems managed and administered by OSTI; travel processing; correspondence control; select reports or analyses directed toward improving the effectiveness, efficiency, and economy of services and processes; and safeguards and security oversight functions.</p>	<p>The decrease will come from reductions in contractor staff. SC continuously reviews PD-funded support contract requirements and identifies functions or tasks that can be eliminated or scaled back to achieve savings. Through these analyses and ongoing efforts, a reduction of contractor staff will be achieved.</p>
<p>The FY 2017 Enacted level supported essential information technology infrastructure, ongoing operations and maintenance of IT systems and safety management support.</p>	<p>The FY 2019 Request will support essential information technology infrastructure, ongoing operations and maintenance of IT systems and safety management support.</p>	
<p>Funding also supported federal staff training and education to maintain appropriate certification and update skills.</p>	<p>The FY 2019 Request will fund federal staff training and education to maintain appropriate certification and update skills.</p>	

FY 2017 Enacted	FY 2019 Request	Explanation of Changes FY 2019 Request vs FY 2017 Enacted
<b>Other Related Expenses \$11,402,000</b>	<b>\$12,347,000</b>	<b>+\$945,000</b>
The FY 2017 Enacted level supported fixed requirements associated with rent, utilities, and telecommunications; building and grounds maintenance; computer/video maintenance and support; IT equipment leases, purchases, and maintenance; and site-wide health care units. It also included miscellaneous purchases for supplies, materials, and subscriptions.	The FY 2019 Request will support fixed requirements associated with rent, utilities, and telecommunications; building and grounds maintenance; computer/video maintenance and support; IT equipment leases, purchases, and maintenance; and site-wide health care units. It will also include miscellaneous purchases for supplies, materials, and subscriptions.	The increase will support normal inflation for requirements such as rent and utilities. The increase will also support critical IT investments which have been deferred in previous years.
<b>Working Capital Fund \$8,142,000</b>	<b>\$8,150,000</b>	<b>+\$8,000</b>
The FY 2017 Enacted level provided SC's contribution to the WCF for business lines: building occupancy, supplies, printing and graphics, health services, corporate training services, and corporate business systems. Other SC programs also contribute to additional WCF business lines.	The FY 2019 Request will support the SC contribution to the WCF for business lines: building occupancy, supplies, printing and graphics, health services, corporate training services, and corporate business systems. Other SC programs also contribute to WCF.	The increase will support current estimates for the WCF business lines for PD.