

**Science Program Direction  
Funding Profile by Category**

(Dollars in Thousands/Whole FTEs)

	FY 2011 Current	FY 2012 Enacted	FY 2013 Request
<b>Headquarters</b>			
Salaries and Benefits	54,744	51,887	55,507
Travel	2,121	2,190	2,190
Support Services	14,126	9,934	10,929
Other Related Expenses	13,697	13,617	17,065
<b>Total, Headquarters</b>	<b>84,688</b>	<b>77,628</b>	<b>85,691</b>
Full Time Equivalents	318	330	343
<b>Office of Scientific and Technical Information</b>			
Salaries and Benefits	6,970	5,904	6,176
Travel	86	62	62
Support Services	1,197	1,275	1,771
Other Related Expenses	1,179	959	891
<b>Total, Office of Scientific and Technical Information</b>	<b>9,432</b>	<b>8,200</b>	<b>8,900</b>
Full Time Equivalents	57	48	49
<b>Field Offices</b>			
<b>Chicago Office</b>			
Salaries and Benefits	24,555	21,938	25,096
Travel	234	276	276
Support Services	2,881	2,162	2,265
Other Related Expenses	4,291	3,820	3,999
<b>Total, Chicago Office</b>	<b>31,961</b>	<b>28,196</b>	<b>31,636</b>
Full Time Equivalents	185	177	190

(Dollars in Thousands/Whole FTEs)

	FY 2011 Current	FY 2012 Enacted	FY 2013 Request
<b>Oak Ridge Office</b>			
Salaries and Benefits	28,682	25,244	26,894
Travel	322	252	252
Support Services	4,528	4,137	4,333
Other Related Expenses	4,946	4,410	4,592
<b>Total, Oak Ridge Office</b>	<b>38,478</b>	<b>34,043</b>	<b>36,071</b>
Full Time Equivalents	237	228	233
<b>Ames Site Office</b>			
Salaries and Benefits	529	533	549
Travel	17	12	12
<b>Total, Ames Site Office</b>	<b>546</b>	<b>545</b>	<b>561</b>
Full Time Equivalents	3	3	3
<b>Argonne Site Office</b>			
Salaries and Benefits	3,462	3,586	4,030
Travel	11	81	81
Support Services	77	274	287
Other Related Expenses	58	33	35
<b>Total, Argonne Site Office</b>	<b>3,608</b>	<b>3,974</b>	<b>4,433</b>
Full Time Equivalents	22	22	24
<b>Berkeley Site Office</b>			
Salaries and Benefits	3,664	3,848	3,963
Travel	96	50	50
Support Services	455	0	0
Other Related Expenses	130	56	59
<b>Total, Berkeley Site Office</b>	<b>4,345</b>	<b>3,954</b>	<b>4,072</b>
Full Time Equivalents	22	22	22

(Dollars in Thousands/Whole FTEs)

	FY 2011 Current	FY 2012 Enacted	FY 2013 Request
<b>Brookhaven Site Office</b>			
Salaries and Benefits	4,090	4,010	4,130
Travel	90	74	74
Support Services	215	546	571
Other Related Expenses	481	240	252
<b>Total, Brookhaven Site Office</b>	<b>4,876</b>	<b>4,870</b>	<b>5,027</b>
Full Time Equivalents	26	26	26
<b>Fermi Site Office</b>			
Salaries and Benefits	2,064	2,155	2,220
Travel	48	46	46
Support Services	2	11	11
Other Related Expenses	34	31	33
<b>Total, Fermi Site Office</b>	<b>2,148</b>	<b>2,243</b>	<b>2,310</b>
Full Time Equivalents	15	15	15
<b>New Brunswick Laboratory</b>			
Salaries and Benefits	4,128	4,211	4,337
Travel	63	68	68
Support Services	847	1,523	1,596
Other Related Expenses	1,094	138	144
<b>Total, New Brunswick Laboratory</b>	<b>6,132</b>	<b>5,940</b>	<b>6,145</b>
Full Time Equivalents	29	29	29
<b>Oak Ridge National Laboratory Site Office</b>			
Salaries and Benefits	4,109	3,828	5,771
Travel	71	56	56
Support Services	175	73	76
Other Related Expenses	0	41	46
<b>Total, Oak Ridge National Laboratory Site Office</b>	<b>4,355</b>	<b>3,998</b>	<b>5,949</b>
Full Time Equivalents	29	29	43

(Dollars in Thousands/Whole FTEs)

	FY 2011 Current	FY 2012 Enacted	FY 2013 Request
<b>Pacific Northwest Site Office</b>			
Salaries and Benefits	4,787	4,740	4,882
Travel	132	105	105
Support Services	172	174	182
Other Related Expenses	197	151	161
<b>Total, Pacific Northwest Site Office</b>	<b>5,288</b>	<b>5,170</b>	<b>5,330</b>
Full Time Equivalents	33	33	33
<b>Princeton Site Office</b>			
Salaries and Benefits	1,519	1,676	1,726
Travel	36	28	28
Support Services	9	4	5
Other Related Expenses	97	55	57
<b>Total, Princeton Site Office</b>	<b>1,661</b>	<b>1,763</b>	<b>1,816</b>
Full Time Equivalents	10	10	10
<b>SLAC Site Office</b>			
Salaries and Benefits	2,616	2,506	2,581
Travel	66	30	30
Support Services	121	11	11
Other Related Expenses	52	18	19
<b>Total, SLAC Site Office</b>	<b>2,855</b>	<b>2,565</b>	<b>2,641</b>
Full Time Equivalents	15	15	15
<b>Thomas Jefferson Site Office</b>			
Salaries and Benefits	2,098	1,840	1,895
Travel	25	31	31
Support Services	21	3	4
Other Related Expenses	3	37	39
<b>Total, Thomas Jefferson Site Office</b>	<b>2,147</b>	<b>1,911</b>	<b>1,969</b>
Full Time Equivalents	13	13	13

(Dollars in Thousands/Whole FTEs)

	FY 2011 Current	FY 2012 Enacted	FY 2013 Request
<b>Total Field Offices</b>			
Salaries and Benefits	86,303	80,115	88,074
Travel	1,211	1,109	1,109
Support Services	9,503	8,918	9,341
Other Related Expenses	11,383	9,030	9,436
Total, Field Offices	108,400	99,172	107,960
Full Time Equivalents	639	622	656
<b>Total PD</b>			
Salaries and Benefits	148,017	137,906	149,757
Travel	3,418	3,361	3,361
Support Services	24,826	20,127	22,041
Other Related Expenses	26,259	23,606	27,392
Total, PD	202,520	185,000	202,551
Full Time Equivalents <sup>a</sup>	1,014	1,000	1,048

<sup>a</sup> FY 2011 reflects actual FTE usage, whereas FY 2012 and FY 2013 reflect the FTE ceiling. The FY 2011 FTE ceiling was 1,072.

### **Public Law Authorizations**

Public Law 95-91, "Department of Energy Organization Act", 1977

Public Law 109-58, "Energy Policy Act of 2005"

Public Law 110-69, "America COMPETES Act of 2007"

### **Overview**

The Office of Science's Program Direction (PD) mission is to sustain and support a skilled and motivated Federal workforce to develop and oversee SC investments in world-leading scientific research that delivers discoveries and technological innovations needed to solve our Nation's energy and environmental challenges, and enables the United States to maintain its global competitiveness. Providing easy public access to DOE's scientific findings further leverages the Federal science investment and advances the scientific enterprise.

Utilizing 4.0% of the total FY 2013 SC budget, Program Direction strives to provide an efficient and cost-effective corporate infrastructure for business management and

stewardship of the resources necessary for SC to execute its mission. Carrying out SC's mission requires not only highly skilled scientific and technical program and project managers, but experts in areas such as acquisition; finance; legal; construction and infrastructure management; and environmental, safety, and health oversight. National challenges in energy, environmental stewardship, and nuclear security and continued U.S. innovation and scientific competitiveness, all rely upon transformational basic research. Oversight of DOE's basic research portfolio, which includes grants and contracts supporting approximately 25,000 researchers located at about 300 universities and 17 national laboratories, as well as supervision of major construction projects, is a Federal responsibility. SC also supports research by providing and maintaining state-of-the-art user facilities—the large machines of modern science. These facilities offer capabilities that are unmatched and enable U.S. researchers and industries to remain at the forefront of science, technology, and innovation. With adequate staffing levels and a workforce balanced with appropriate skills, education, and experience, SC is an effective and

efficient steward that utilizes taxpayer dollars for maximum national benefit.

SC's Federal workforce plans, executes, and manages science programs that meet critical national needs.

**Headquarters (HQ) Federal Workforce Duties:**

- Strategically maintain a balanced research portfolio that includes high-risk, high-reward research to maximize the program's potential to achieve mission goals and objectives.
- Conduct scientific program planning, execution, and management across a broad spectrum of scientific disciplines and program offices; and communicate research interests and priorities to the scientific community.
- Assure rigorous external merit review of research proposals, selection of appropriate peer review experts, development of award recommendations informed by peer review, and regular evaluation of research programs. SC program managers typically manage over 6,000 laboratory, university, non-profit and private industry proposals and receive a total of 5,000 to 6,000 new proposal (peer) reviews and renewals annually.
- Provide oversight of design, construction, and operation of large-scale scientific user facilities at laboratories and universities that support approximately 26,500 users.
- Provide oversight and management of the Science Laboratories Infrastructure program and the maintenance and operational integrity of 10 SC laboratories.
- Provide policy and strategic management in the areas of information technology, grants and contracts, and budget for the SC enterprise.

**Site Office Federal Workforce Duties:**

SC Site Office personnel are Federal staff charged with maintaining the business and management infrastructure necessary to support the scientific mission of 10 SC national laboratories. This includes conducting day-to-day business transactions of contract management activities, approvals to operate hazardous facilities, safety and security oversight, leases, property transfers, sub-contracts above defined thresholds, sub-awards, and

activity approvals required by laws, regulations, and DOE policy. As part of this, the Site Office personnel:

- Maintain a comprehensive contract management program to assure contractual mechanisms supporting nearly \$4 billion per year of mission work, performed by SC contractors at 10 national laboratories, are effectively managed consistent with guidelines and regulations.
- Provide technical staff to evaluate complex integrated laboratory activities including nuclear, radiological, and other complex hazards.
- Provide Federal project directors to facilitate execution of line item and other construction projects.

**Integrated Support Center (ISC) Federal Workforce Duties**

The ISC, co-located at the Chicago and Oak Ridge Offices, provides the backbone for the business infrastructure supporting the entire SC enterprise including legal and technical support; financial management; grant and contract processing; safety, security, and health management; labor relations, intellectual property and patent management; environmental compliance; facility infrastructure operations and maintenance; and information systems development and support. As part of this, the ISC:

- Serves as a legal DOE allottee that manages multi-appropriation, multi-program allotments for all SC national laboratories with responsibility for over 90% of SC funds; and
- 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 (grants) using certified contracting officers and professional acquisition staff.

**Office of Scientific and Technical Information (OSTI) Federal Workforce Duties:**

OSTI fulfills the Department's legislative mandate to provide public access to the unclassified results of DOE's research program as well as the White House Open Government Directive to encourage collaboration and increase transparency (<http://energy.gov/open>). OSTI's collection from the mid-1990s to date is available entirely on-line. In FY 2011, OSTI served over 250 million web

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transactions for DOE's R&D information, which represents a 25% increase from FY 2010 and a 150% increase from FY 2009. As part of its activities, OSTI:

- Collects, protects and provides secure access to DOE's classified research outcomes. OSTI works closely with National Nuclear Security Administration laboratories and facilities to collect classified R&D information and to provide secure access through the Enterprise Secure Network.
- Has built, on behalf of DOE, broad collaborations within the United States and internationally to enable a single point of access to nearly 400 million pages of scientific information.

#### **Program Milestones**

- *Voluntary Early Retirement Authority/Voluntary Separation Incentive Payments (VERA/VSIP).* Currently, 247 SC employees (25%) are eligible for voluntary retirement by the end of FY 2012. In early FY 2012, as part of cost reduction and long term strategies to continuously provide an appropriate mix of employee skills, experience, and institutional knowledge, SC was given authority to offer VERA/VSIP to eligible employees in selected job series in OSTI and Field Offices. Both organizations require systems and processes that respond quickly and adapt to the rapidly-changing science and technology environment in which they operate. To achieve this adaptability, OSTI and Field Offices plan a refinement of their respective organizational units, positions, and functions.

#### **Major Programmatic Shifts or Changes**

- The overall increase of \$17,551,000, or 9.5% from FY 2012, will provide an increase of 48 FTEs and maintain essential research operations at the FY 2011 operating level. The FY 2013 request supports a total FTE level of 1,048, backfill hiring for essential SC positions, controlled retention strategies, and targeted recruitment efforts based on contemporary skill requirements.

SC has operated under a hiring freeze throughout FY 2011 and also has reduced expenses for travel, support services, and other related costs, which resulted in available carryover funding to sustain essential operations during FY 2012.

The ongoing need for highly skilled Federal scientific program and project managers requires a PD budget that is congruent with SC mission requirements. From FY 2006 to FY 2012, total SC funding grew at an annualized rate of 5.0%; in contrast, PD funding increased at an annualized rate of 2.5% for the same timeframe. The FY 2013 Request reduces this gap and maintains research oversight and operations at an efficient level.

- On August 15, 2011, the Secretary of Energy approved organizational changes for the Oak Ridge Office to provide direct programmatic oversight and authority for the Office of Science at the Oak Ridge National Laboratory (ORNL). In addition, the Offices of Environmental Management and Nuclear Energy located at Oak Ridge now report directly to their respective HQ Offices. The reorganization provides clear lines of accountability and mission delivery from the program sponsor to the line, eliminates a layer of management, removes duplication, and drives decision making to the lowest practical level in the organization. As a part of this reorganization, several functions (equating to 13 full time equivalent positions) are realigned from the Oak Ridge Office to the ORNL Site Office where they have historically provided support. This realignment provides the ORNL Site Office Manager direct oversight and accountability for the performance of these critical national laboratory functions. Implementation of the approved reorganization is pending completion of impact and implementation negotiations with the local union, which commenced on November 30, 2011. Interactions with local government and Congressional representatives occurred routinely during development of the organizational changes as well as upon approval.
- *President's Council of Advisors on Science and Technology (PCAST).* Per Executive Order 13539, as amended December 19, 2011, "The Department of Energy shall provide such funding and administrative and technical support as the PCAST may require." In FY 2013, on behalf of DOE, SC will assume functional responsibility and administrative management for PCAST activities. As an advisory group to the President and Executive Office of the President, PCAST membership includes the nation's leading scientists and engineers who make policy recommendations in the many areas where



understanding of science, technology, and innovation is key to strengthening our economy and forming policy. PCAST was previously administered

by the Office of Science and Technology Policy (OSTP).

**Explanation of Funding and Program Changes**

(Dollars in Thousands)

FY 2012 Enacted	FY 2013 Request	FY 2013 vs. FY 2012
137,906	149,757	+11,851

Salaries and Benefits

The FY 2013 request for 1,048 FTEs, supports essential operations across the SC complex, and includes 48 FTEs above the FY 2012 ceiling for scientific oversight, project management, and operations support associated with science program portfolio management.

Salaries and Benefits represent 73.9% of the FY 2013 PD budget. FY 2013 is an 8.6% increase from FY 2012 and includes support for expenses such as increases in health coverage costs and employee-driven retirement allocation increases in the Federal Employees Retirement System.

Travel

3,361	3,361	0
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Staff travel is required to ensure scientific management, compliance oversight, and external review of research funding across all SC programs since SC senior program managers are not co-located with grantees or on-site at all national laboratories. Travel is also required for facility visits where the use of electronic telecommunications is not practical for mandated on-site inspections and operations reviews.

SC Federal Advisory Committee travel is supported which includes representatives from universities, national laboratories, and industry representing a diverse balance of disciplines, professional experience, 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 SC programs.

Travel represents 1.7% of the PD budget. FY 2013 is sustained at the FY 2012 level.

(Dollars in Thousands)

FY 2012 Enacted	FY 2013 Request	FY 2013 vs. FY 2012
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Support Services

20,127      22,041      +1,914

Essential support for multiple levels of technical expertise and business service will be sustained as follows: maintenance, operation, and cyber security management of SC mission-specific information technology systems and infrastructure as well as SC-corporate Enterprise Architecture and Capital Planning Investment Control management; administration of the Small Business Innovation Research/Small Business Technology Transfer program; grants and contract processing and close-out activities; accessibility to DOE's multi-billion dollar R&D program through eGov information systems managed and administered by OSTI; operations and maintenance of the Searchable Field Work Proposal system to provide HQ and Field organizations a tool to search, evaluate, and monitor legacy and current field work proposals; selected limited routine administrative services including travel processing, and training and education of Federal staff to maintain appropriate certifications; select reports or analyses directed toward improving the effectiveness, efficiency, and economy of services and processes; staffing for 24-hour emergency communications centers, and safeguards and security oversight functions.

Support Services represent 10.9% of the FY 2013 PD budget. This is a 9.5% increase from the FY 2012 level. This maintains essential information technology infrastructure support and specialized administrative services for unique needs associated with science program initiatives.

Other Related Expenses

23,606      27,392      +3,786

Provides the SC contribution to the Department's Working Capital Fund (WCF) for common administrative services at HQ, such as rent and building operations, telecommunications, network connectivity, supplies, printing/graphics, mail, purchase card surveillance and salaries and benefits for Federal staff who administer the WCF. Also included are fixed requirements in the Field Offices not funded through the WCF associated with rent, utilities, and telecommunications, building and grounds maintenance, computer/video maintenance and support, printing and graphics, equipment leases, purchases, and maintenance, as well as, site-wide health care units. Also funded are SC-wide assessments for payroll processing and the Corporate Human Resource Information System.

Other Related Expenses represent 13.5% of the FY 2013 PD budget. This is a 16.0% increase from the FY 2012 level and supports mandatory increases in fixed costs, rent, and other WCF requirements including support of new WCF categories; eGov initiatives, employee health services, and overseas representation.

Total Funding Change, Science Program Direction

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185,000      202,551      +17,551

**Support Services by Category**

(Dollars in Thousands)

	FY 2012 Enacted	FY 2013 Request	FY 2013 vs. FY 2012
<b>Technical Support</b>			
Feasibility of Design Considerations	25	26	+1
Development of Specifications	674	928	+254
System Review and Reliability Analyses	714	928	+214
Surveys or Reviews of Technical Operations	1,485	1,556	+71
<b>Total, Technical Support</b>	<b>2,898</b>	<b>3,438</b>	<b>+540</b>
<b>Management Support</b>			
Automated Data Processing	9,525	10,334	+809
Training and Education	686	731	+45
Reports and Analyses, Management, and General Administrative Services	7,018	7,538	+520
<b>Total, Management Support</b>	<b>17,229</b>	<b>18,603</b>	<b>+1,374</b>
<b>Total, Support Services</b>	<b>20,127</b>	<b>22,041</b>	<b>+1,914</b>

**Other Related Expenses by Category**

(Dollars in Thousands)

	FY 2012 Enacted	FY 2013 Request	FY 2013 vs. FY 2012
<b>Other Related Expenses</b>			
Rent to GSA	729	756	+27
Rent to Others	1,162	1,209	+47
Communications, Utilities, and Miscellaneous	1,780	1,835	+55
Printing and Reproduction	10	11	+1
Other Services	3,501	3,781	+280
Operation and Maintenance of Equipment	671	696	+25
Operation and Maintenance of Facilities	1,466	1,516	+50
Supplies and Materials	874	914	+40
Equipment	4,038	5,432	+1,394
Working Capital Fund	9,375	11,242	+1,867
<b>Total, Other Related Expenses</b>	<b>23,606</b>	<b>27,392</b>	<b>+3,786</b>

**Supporting Information**

**Operating Expenses, Capital Equipment and Construction Summary**

(Dollars in Thousands)

	FY 2011 Current	FY 2012 Enacted	FY 2013 Request
Operating Expenses	202,520	185,000	202,551