

LIBRARY OF CONGRESS
FISCAL 2013 BUDGET JUSTIFICATION

SUBMITTED FOR USE OF THE COMMITTEES ON APPROPRIATIONS







THE LIBRARIAN OF CONGRESS

January 25, 2012

Dear Mr. Chairman and Senator Nelson:

I am pleased to submit the fiscal 2013 Congressional Budget Justification of the Library of Congress.

In developing this request, the Library took very seriously the fiscal environment and budgetary goals of the Congress. In response to the clear guidance in the House Report calling for zero-base analyses, we are conducting an intensive examination of all Library programs, projects, and activities. This review builds upon the Librarian's multi-year Management Agenda, commenced in 2009, through which we are making difficult decisions about programs, investments and priorities. The challenge is to prune and plan intelligently, in a manner that promotes but does not undercut the Library's core mission.

I know that you are aware and appreciate that the Library of Congress is the largest and most comprehensive collection of knowledge in the world. It plays a key role in both the education and the security of the Nation. Therefore, even as we work to prioritize resources, we have no choice but to move forward with certain essential projects—among these, improving our information technology infrastructure and providing online access to Members of Congress for sensitive reports and other materials.

The long list of work to be done by the Library's programs will be challenged, if not incapacitated, without proper resources. Moreover, I must emphasize that the Library is already a lean operation; we have 1,300 fewer staff than 15 years ago.

For fiscal 2013, the Library is requesting a total budget of \$643.5 million. This funding will allow us to maintain current services at the reduced fiscal 2012 levels, adjusted for inflation, while making necessary decisions to realign resources.

I ask your continued support as we work to position the Library to continue to provide the best of its services to the Congress and the American people now and into the future.

Sincerely,

A handwritten signature in cursive script that reads "James H. Billington".

James H. Billington
The Librarian of Congress

The Honorable Ander Crenshaw
Chairman, Subcommittee on Legislative Branch
Committee on Appropriations
U.S. House of Representatives
Washington, DC 20515

The Honorable Ben Nelson
Chairman, Subcommittee on Legislative Branch
Committee on Appropriations
United States Senate
Washington, DC 20510





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LIBRARY OF CONGRESS OVERVIEW

FISCAL 2013

The Library of Congress is submitting a fiscal 2013 budget request to maintain current services funding levels, adjusted for inflation.

The Library of Congress is committed to sustaining and even strengthening its core mission services to the Congress and to the American people even in difficult times. No other library in the world has the information and knowledge resources of the Library of Congress. The Library has been sustained for 212 years through wars and depressions. The challenge today is to continue the core functions of the Library within the current federal budget environment.

The Library must make difficult decisions in order to preserve and enhance key mission priorities with smaller budgets and avoid uniformly cutting and degrading all services across the institution. In response to the call for a zero-base approach in the House Report 112-148 for fiscal 2012, the Library is conducting an intensive, institution-wide budget review, looking from the ground up at the Library's core functional areas. The House specified that the review's methodology and guidelines be established by legislative branch budget officers, under the coordination of the Library of Congress. The House also directed the Librarian of Congress to consider managing within the Office of the Librarian all of the Library's information technology planning and resource allocations, to ensure that information technology requirements are properly prioritized and that resources are effectively used.

The Library's budget review is ongoing and focuses on identifying, defining, and justifying the core functional areas of the institution, those that serve the most critical role in enabling the Library to deliver on its mission and related strategic goals and objectives. The primary emphasis of the review is on how current resources are being deployed in relation to the Library's strategic goals, as well as how elements of the Library's information technology investments – a strategically important and growing segment of the budget – are defined and prioritized. The Librarian of Congress acknowledged the unprecedented scope of this task in guidance he directed to the Executive Committee, writing, "the time has passed when we can follow a traditional approach of more or less applying cuts evenly across the board." The ultimate goal of the budget review is to offer a set of

well-informed choices about how best to allocate scarce resources.

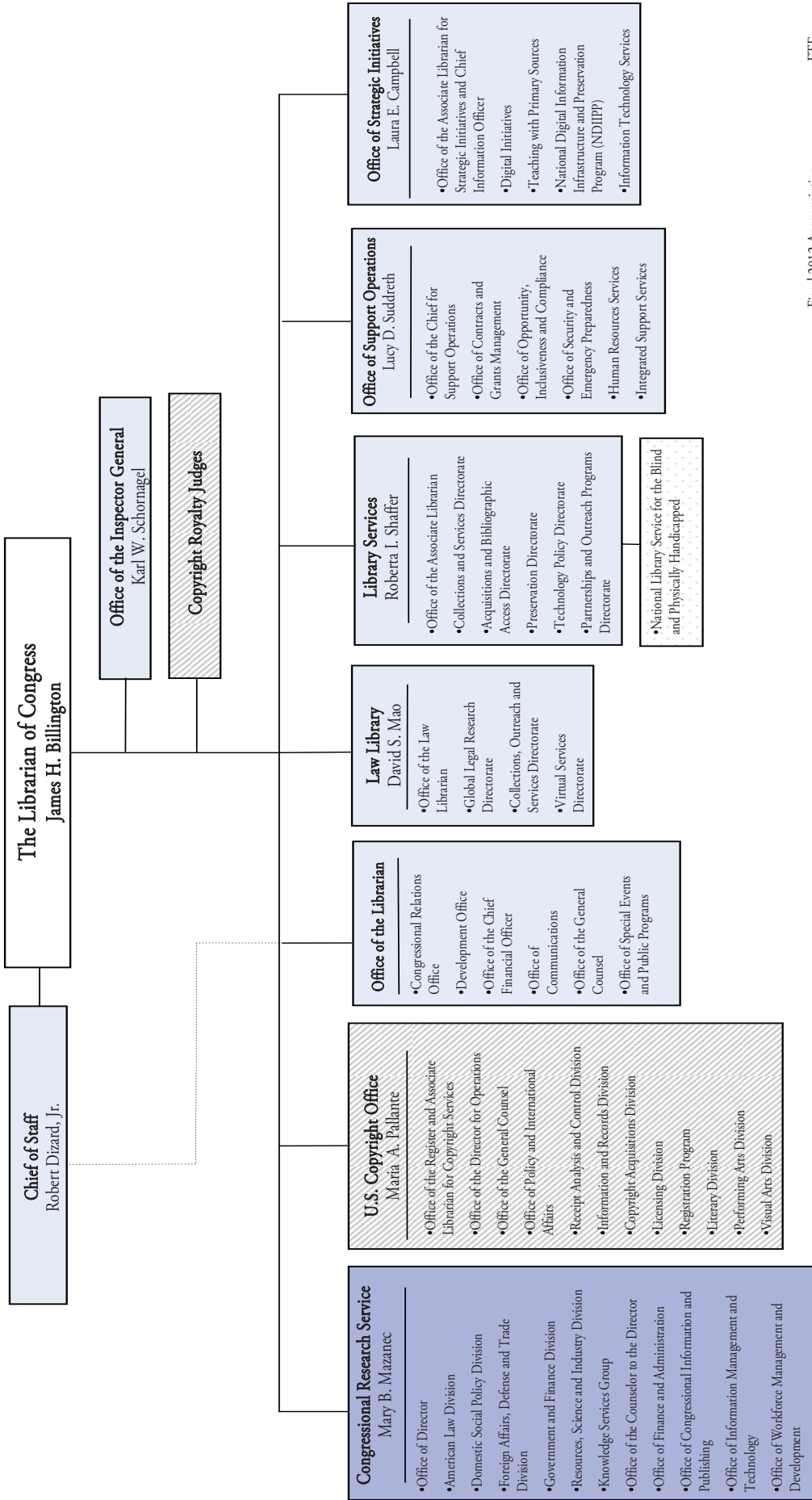
The process of examining the Library's program and investment priorities began in 2009 with the Librarian's Management Agenda. The Management Agenda called for development and implementation of coordinated plans for information resource management, enterprise architecture, human capital management, facilities management, web site content, acquisition of electronic works through mandatory deposit, and the creation of a culture of innovation at the Library to ensure that new ideas and solutions are built into Library operations. It resulted in an updated Strategic Plan that emphasizes accountability for performance and guides program and budget priorities today.

The fiscal 2012 budget reductions have meant that the Library must operate some key programs at a barely sustainable level. Senate Report 112-80 affirmed that the funding reductions proposed in the fiscal 2012 bill "in no way suggest that the quality of work and professionalism of the agencies that serve the legislative branch should be questioned." Although the Library is not being penalized by the fiscal 2012 funding reductions, the report acknowledges the impact: "The reduction and/or elimination of critical positions will severely impact the timeliness of services to Congress and the public, while demand for these services already exceeds the Library's capacity within current funding levels. These cuts will slow the Library's acquisitions and preservation efforts, creating gaps in the collections that cannot be recovered, and will impede the Library's ability to provide timely, authoritative, and in-depth research and analysis to the Congress and the public." The Library is working to determine the most effective and least damaging ways to absorb the fiscal 2012 reductions. Focused efforts are also underway across the Library to assess whether there are more efficient ways to operate.

In fiscal 2013, the Library requests funding for staff pay and price level increases so that it can maintain current operations at the reduced fiscal 2012 level. The Library also is requesting that the funding provided in fiscal 2010 to complete the transfer of special collection materials to Ft. Meade Modules 3 and 4 be extended beyond fiscal 2013.



LIBRARY OF CONGRESS



| Fiscal 2012 Appropriation | FTE |
|---|--------------|
| Library of Congress, S&E | 2,492 |
| Congressional Research Service, S&E | 651 |
| Copyright, S&E | 475 |
| Books for the Blind and Physically Handicapped, S&E | 128 |
| Total | 3,746 |





SUMMARY TABLES

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Library of Congress Resource Summary (Dollars in thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 Spending Plan | | Fiscal 2013 Request | | Fiscal 2012/2013 Net Change | | Percent Change |
|--|------------------|------------------|-----------------------|------------------|------------------------------|------------------|------------------------|------------------|--------------------------------|-----------------|-------------------|
| | Spending Plan | | Actual Obligations | | | | | | | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | % |
| Library of Congress, S&E | | | | | | | | | | | |
| Library Services | 1,558 | \$232,868 | 1,480 | \$231,050 | 1,431 | \$219,794 | 1,431 | \$225,501 | 0 | \$5,707 | 2.6% |
| Office of Strategic Initiatives | 352 | 110,041 | 334 | 109,515 | 355 | 107,737 | 355 | 110,432 | 0 | 2,695 | 2.5% |
| Law Library | 97 | 16,889 | 92 | 16,424 | 96 | 16,350 | 96 | 16,803 | 0 | 453 | 2.8% |
| Office of the Librarian | 179 | 20,476 | 106 | 19,535 | 320 | 19,746 | 170 | 19,487 | -150 | -259 | - 1.3% |
| Office of Support Operations | 288 | 54,950 | 270 | 54,174 | 274 | 53,679 | 274 | 54,980 | 0 | 1,301 | 2.4% |
| Off of Inspector General | 18 | 2,898 | 17 | 2,888 | 16 | 2,787 | 16 | 2,848 | 0 | 61 | 2.2% |
| Total Budget, LC, S&E | 2,492 | \$438,122 | 2,299 | \$433,586 | 2,492 | \$420,093 | 2,342 | \$430,051 | -150 | \$9,958 | 2.4% |
| CDS & Law Offsetting Collections | | - 6,337 | | 0 | | - 6,350 | | - 6,350 | | 0 | 0.0% |
| Total, Approp, LC, S&E | 2,492 | \$431,785 | 2,299 | \$433,586 | 2,492 | \$413,743 | 2,342 | \$423,701 | -150 | \$9,958 | 2.4% |
| Copyright Office, S&E | | | | | | | | | | | |
| COP Basic | 439 | \$ 47,418 | 425 | \$ 45,981 | 439 | \$ 45,075 | 439 | \$ 46,074 | 0 | \$ 999 | 2.2% |
| COP Licensing | 30 | 5,449 | 26 | 5,266 | 30 | 5,109 | 30 | 5,202 | 0 | 93 | 1.8% |
| COP Royalty Judges | 6 | 1,500 | 6 | 1,202 | 6 | 1,466 | 6 | 1,496 | 0 | 30 | 2.0% |
| Total Budget, CO, S&E | 475 | \$ 54,367 | 457 | \$ 52,449 | 475 | \$ 51,650 | 475 | \$ 52,772 | 0 | \$ 1,122 | 2.2% |
| Basic offsetting collections | | - 30,690 | | 0 | | - 30,029 | | - 28,029 | | 2,000 | - 6.7% |
| Licensing offsetting collections | | - 5,449 | | 0 | | - 5,109 | | - 5,202 | | - 93 | 1.8% |
| CRJ offsetting collections | | - 400 | | 0 | | - 375 | | - 380 | | - 5 | 1.3% |
| Total, Approp, CO, S&E | 475 | \$ 17,828 | 457 | \$ 52,449 | 475 | \$ 16,137 | 475 | \$ 19,161 | 0 | \$ 3,024 | 18.7% |
| Congressional Research Service, S&E | | | | | | | | | | | |
| CRS, S&E | 651 | \$111,017 | 647 | \$110,800 | 651 | \$106,790 | 620 | \$109,205 | -31 | \$2,415 | 2.3% |
| Books for the Blind and Physically Handicapped, S&E | | | | | | | | | | | |
| BBPH, S&E | 128 | \$68,046 | 112 | \$59,253 | 128 | \$50,674 | 120 | \$51,522 | -8 | \$848 | 1.7% |
| Total Resource Summary, LC | | | | | | | | | | | |
| Total Budget | 3,746 | \$671,552 | 3,515 | \$656,088 | 3,746 | \$629,207 | 3,557 | \$643,550 | -189 | \$14,343 | 2.3% |
| Total Offsetting Collections | | - 42,876 | | 0 | | - 41,863 | | - 39,961 | | 1,902 | - 4.5% |
| Total Appropriations, LC | 3,746 | \$628,676 | 3,515 | \$656,088 | 3,746 | \$587,344 | 3,557 | \$603,589 | -189 | \$16,245 | 2.8% |

**Library of Congress
Resource Summary
Analysis of Change**
(Dollars in Thousands)

| Appropriation/PPA | Fiscal 2012 Spending Plan | Fiscal 2013 | | | | | | | Fiscal 2013 Total Request |
|--|---------------------------|-------------------------|----------------|-----------------|-----------------|--------------------------|-------------------|------------------|---------------------------|
| | | Mandatory Pay Increases | Price Level | Sub-total | Non-Recurring | Current Services Request | Program Increases | Total Net Change | |
| Library of Congress, S&E | | | | | | | | | |
| Library Services | \$219,794 | \$3,731 | \$1,976 | \$5,707 | -\$1,715 | \$223,786 | \$1,715 | \$5,707 | \$225,501 |
| Office of Strategic Initiatives | 107,737 | 1,128 | 1,567 | 2,695 | 0 | 110,432 | 0 | 2,695 | 110,432 |
| Law Library | 16,350 | 259 | 194 | 453 | 0 | 16,803 | 0 | 453 | 16,803 |
| Office of the Librarian | 19,746 | -363 | 104 | -259 | 0 | 19,487 | 0 | -259 | 19,487 |
| Office of Support Operations | 53,679 | 667 | 634 | 1,301 | 0 | 54,980 | 0 | 1,301 | 54,980 |
| Office of the Inspector General | 2,787 | 55 | 6 | 61 | 0 | 2,848 | 0 | 61 | 2,848 |
| Total Budget, LC, S&E | \$420,093 | \$5,477 | \$4,481 | \$9,958 | -\$1,715 | \$428,336 | \$1,715 | \$9,958 | \$430,051 |
| CDS & Law Offsetting Collections | - 6,350 | 0 | 0 | 0 | 0 | - 6,350 | 0 | 0 | - 6,350 |
| Total Approp, LC, S&E | \$413,743 | \$5,477 | \$4,481 | \$9,958 | -\$1,715 | \$421,986 | \$1,715 | \$9,958 | \$423,701 |
| Copyright Office, S&E | | | | | | | | | |
| COP Basic | \$ 45,075 | \$ 857 | \$ 142 | \$ 999 | \$ 0 | \$ 46,074 | \$ 0 | \$ 999 | \$ 46,074 |
| COP Licensing | 5,109 | 54 | 39 | 93 | 0 | 5,202 | 0 | 93 | 5,202 |
| COP Royalty Judges | 1,466 | 25 | 5 | 30 | 0 | 1,496 | 0 | 30 | 1,496 |
| Total, Budget, CO, S&E | \$ 51,650 | \$ 936 | \$ 186 | \$ 1,122 | \$ 0 | \$ 52,772 | \$ 0 | \$ 1,122 | \$ 52,772 |
| Basic offsetting collections | - 30,029 | 0 | 0 | 0 | 2,000 | - 28,029 | 0 | 2,000 | - 28,029 |
| Licensing offsetting collections | - 5,109 | - 54 | - 39 | - 93 | 0 | - 5,193 | 0 | - 93 | - 5,202 |
| CRJ offsetting collections | - 375 | 0 | - 5 | - 5 | 0 | - 380 | 0 | - 5 | - 380 |
| Total, Approp, CO, S&E | \$16,137 | \$882 | \$142 | \$1,024 | \$2,000 | \$19,170 | \$0 | \$3,024 | \$19,161 |
| Congressional Research Service, S&E | | | | | | | | | |
| CRS, S&E | \$106,790 | \$2,112 | \$303 | \$2,415 | \$0 | \$109,205 | \$0 | \$2,415 | \$109,205 |
| Books for the Blind and Physically Handicapped, S&E | | | | | | | | | |
| BBPH, S&E | \$50,674 | \$245 | \$603 | \$848 | \$0 | \$51,522 | \$0 | \$848 | \$51,522 |
| Total, Library of Congress | | | | | | | | | |
| Total Budget | \$629,207 | \$8,770 | \$5,573 | \$14,343 | -\$1,715 | \$641,835 | \$1,715 | \$14,343 | \$643,550 |
| Total Offsetting Collections | - 41,863 | - 54 | - 44 | - 98 | 2,000 | - 39,952 | 0 | 1,902 | - 39,961 |
| Total Appropriations | \$587,344 | \$8,716 | \$5,529 | \$14,245 | \$285 | \$601,883 | \$1,715 | \$16,245 | \$603,589 |

Library of Congress Summary by Object Class

(Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 00.0 Lapse Reserve | \$ 499 | \$ 0 | \$ 499 | \$ 506 | + 7 | 1.4% |
| Total, Lapse Reserve | \$ 499 | \$ 0 | \$ 499 | \$ 506 | + \$ 7 | 1.4% |
| 11.1 Full-time permanent | \$325,397 | \$321,772 | \$307,405 | \$314,140 | + \$ 6,735 | 2.2% |
| 11.3 Other than full-time permanent | 6,235 | 6,250 | 5,935 | 6,061 | + 126 | 2.1% |
| 11.5 Other personnel compensation | 1,471 | 1,371 | 777 | 797 | + 20 | 2.6% |
| 11.5A Staff Awards | 2,875 | 2,781 | 2,231 | 2,278 | + 47 | 2.1% |
| 11.8 Special personal services payment | 369 | 404 | 405 | 414 | + 9 | 2.2% |
| 12.1 Civilian personnel benefits | 89,714 | 89,746 | 86,088 | 87,921 | + 1,833 | 2.1% |
| 13.0 Benefits for former personnel | 172 | 100 | 4,787 | 4,787 | 0 | 0.0% |
| Total, Pay | \$426,233 | \$422,424 | \$407,628 | \$416,398 | + \$ 8,770 | 2.2% |
| 21.0 Travel & transportation of persons | 1,952 | 1,601 | 1,692 | 1,728 | + 36 | 2.1% |
| 22.0 Transportation of things | 598 | 540 | 594 | 604 | + 10 | 1.7% |
| 23.1 Rental payments to GSA | 4,217 | 4,208 | 5,084 | 5,636 | + 552 | 10.9% |
| 23.2 Rental payments to others | 646 | 662 | 734 | 764 | + 30 | 4.1% |
| 23.3 Communication, utilities & misc charges | 4,596 | 4,245 | 4,511 | 4,407 | - 104 | - 2.3% |
| 24.0 Printing & reproduction | 4,108 | 3,852 | 3,937 | 3,990 | + 53 | 1.3% |
| 25.1 Advisory & assistance services | 32,029 | 34,026 | 29,792 | 30,195 | + 403 | 1.4% |
| 25.2 Other services | 48,116 | 44,884 | 46,415 | 47,034 | + 619 | 1.3% |
| 25.3 Other purch of gds & services from gov acc | 12,376 | 11,442 | 12,066 | 12,347 | + 281 | 2.3% |
| 25.4 Operation & maintenance of facilities | 7,671 | 7,383 | 7,106 | 7,206 | + 100 | 1.4% |
| 25.5 Research & development contracts | 10 | 8 | 45 | 46 | + 1 | 2.2% |
| 25.6 Medical care | 12 | 13 | 20 | 20 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 19,059 | 17,181 | 21,179 | 22,649 | + 1,470 | 6.9% |
| 25.8 Subsistence & support of persons | 53 | 41 | 84 | 85 | + 1 | 1.2% |
| 26.0 Supplies & materials | 7,607 | 7,462 | 7,092 | 7,198 | + 106 | 1.5% |
| 31.0 Equipment | 94,889 | 89,030 | 74,735 | 76,192 | + 1,457 | 1.9% |
| 32.0 Land and Structures | 0 | 87 | 0 | 0 | 0 | 0.0% |
| 41.0 Grants, subsidies & contributions | 6,782 | 6,776 | 5,889 | 6,434 | + 545 | 9.3% |
| 42.0 Insurance claims & indemnities | 3 | 53 | 3 | 3 | 0 | 0.0% |
| 94.0 Financial Transfers | 96 | 170 | 102 | 108 | + 6 | 5.9% |
| Total, Non-Pay | \$244,820 | \$233,664 | \$221,080 | \$226,646 | + \$ 5,566 | 2.5% |
| Total, Library of Congress | \$671,552 | \$656,088 | \$629,207 | \$643,550 | + \$14,343 | 2.3% |

¹The Library of Congress uses cash awards to recognize and acknowledge exceptional contributions to the Library, the Congress, and the American people.

Library of Congress

Analysis of Change

(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|---|-------------------------------|------------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 3,746 | \$629,207 |
| Non-recurring Costs: | | |
| Reduction of unfunded authorized FTEs | - 189 | 0 |
| Conclusion of 3-year (2010-12) Ft. Meade Modules 3 and 4 Start-up | 0 | - 1,715 |
| Total, Non-recurring Costs | - 189 | - 1,715 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 5,253 |
| Within-grade increases | | 1,822 |
| Foreign Service Nationals (FSN) pay adjustment | | 301 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 463 |
| One Extra Day | | 1,625 |
| Abolishment of Workers' Compensation annual base | | - 694 |
| Total, Mandatory Pay and Related Costs | 0 | 8,770 |
| Price Level Changes | | 5,573 |
| Program Increases | | |
| Continuation of Ft. Meade Modules 3 & 4 Start-up | | 1,715 |
| Total, Program Increases | 0 | 1,715 |
| Net Increase/Decrease | - 189 | \$ 14,343 |
| Total Budget | 3,557 | \$643,550 |
| Total Offsetting Collections | 0 | - 39,961 |
| Total Appropriation | 3,557 | \$603,589 |

Library fo Congress

Staffing Summary - On-Board/FTEs

| Direct Funded by Appropriation/PPA | On-Board | FTEs | | | |
|--|-----------------------------------|------------------------------------|---------------------------------|---------------------------|-------------------------|
| | Fiscal 2011 Year-end Actual | Fiscal 2011 Acutal FTE Usage | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Change |
| Library of Congress, S&E | | | | | |
| Library Services | 1,506 | 1,480 | 1,431 | 1,431 | 0 |
| Office of Strategic Initiatives | 314 | 334 | 355 | 355 | 0 |
| Law Library | 94 | 92 | 96 | 96 | 0 |
| Office of the Librarian | 109 | 106 | 109 | 109 | 0 |
| Office of Support Operations | 275 | 270 | 274 | 274 | 0 |
| Office of the Inspector General | 16 | 17 | 16 | 16 | 0 |
| Unfunded LC, S&E FTE Reserve | 0 | 0 | 211 | 61 | - 150 |
| Total, Library of Congress, S&E | 2,314 | 2,299 | 2,492 | 2,342 | - 150 |
| Copyright Office, S&E | | | | | |
| COP Basic | 426 | 425 | 439 | 439 | 0 |
| COP Licensing | 24 | 26 | 30 | 30 | 0 |
| COP CRJ | 6 | 6 | 6 | 6 | 0 |
| Total, Copyright Office, S&E | 456 | 457 | 475 | 475 | 0 |
| Congressional Research Service, S&E | | | | | |
| CRS, S&E | 658 | 647 | 651 | 620 | - 31 |
| Books for the Blind and Physically Handicapped, S&E | | | | | |
| BBPH, S&E | 123 | 112 | 128 | 120 | - 8 |
| Total, Library of Congress | | | | | |
| Total, Library of Congress | 3,551 | 3,515 | 3,746 | 3,557 | -189¹ |

¹As a result of significant budget cuts in fiscal 2011 and fiscal 2012, the Library has realigned resources to cover core program requirements. This realignment resulted in reduced funding in support of staff. To align the authorized FTE level with the reduced funding, the Library is requesting a reduction in the authorized FTE level from 3,746 to 3,557, a decrease of 189.

Library of Congress
Fiscal 2013 Supplemental Data on Mandatory Pay Increases

(Dollars in Thousands)

| Category | LC, S&E | CO, S&E | CRS, S&E | BBPH, S&E | Total |
|---|----------------|--------------|----------------|--------------|----------------|
| 1. Within-grade (WIG) Increases | \$1,205 | \$184 | \$ 388 | \$ 45 | \$1,822 |
| 2. Jan. 2013 Locality-based Comparability Pay Raise | 3,335 | 540 | 1,234 | 144 | 5,253 |
| 3. Foreign Service Nationals (FSN) Pay Adjustment | 301 | 0 | 0 | 0 | 301 |
| 4. FERS agency rate adjustment | 291 | 47 | 113 | 12 | 463 |
| 5. One Extra Day | 1,039 | 165 | 377 | 44 | 1,625 |
| 6. Abolishment of Workers' Compensation annual base | - 694 | 0 | 0 | 0 | -694 |
| Total Mandatory Pay Increases | \$5,477 | \$936 | \$2,112 | \$245 | \$8,770 |

Explanation of Calculations

1. Within-grade (WIG) increases calculated against current on-board staff eligible for WIGs during fiscal 2013.
2. January 2013 pay raise calculated at 1.275% of pay base. (CBO Pay Rate of 1.7% X 9 months or 75%).
3. Pay adjustment for overseas Foreign Service nationals. Computation based on individual country rates, provided by the Department of State, applied to pay base. Country rates used for fiscal 2013 are as follows: Brazil - 4.5%; Egypt - 9%; Kenya - 5%; India - 4.3%; Pakistan - 7%; and Indonesia - 6.3%.
4. Effective October 1, 2010, per P.L. 111-84, the National Defense Authorization Act for fiscal 2010, the agency contribution to the Federal Employees Retirement System (FERS) increased by 0.5%, from 11.2% to 11.7%. Effective October 1, 2011, per OPM Benefits Administration Letter No. 11-304, the agency contribution to FERS increased by 0.2%, from 11.7% to 11.9%. The Library estimates agency FERS participation in fiscal 2013 to be 82%.
5. Fiscal 2013 has one extra day – 261 vs. 260 days. Pay base divided by 260 equals amount requested for one extra day.
6. With enactment of P.L. 112-74, the Legislative Branch Appropriations Act, 2012, the following new Administrative Provision authority was made available to the Library: “SEC. 1303. (a) In General- Available balances of expired Library of Congress appropriations shall be available to the Library of Congress to make the deposit to the credit of the Employees’ Compensation Fund required by subsection 8147(b) of title 5, United States Code. (b) Effective Date- This section shall apply with respect to appropriations for fiscal 2012 and each fiscal year thereafter.” Beginning in fiscal 2013, the Library will pay the annual Employees’ Compensation Fund billing from prior year expired appropriations, and will not require a fiscal 2013 annual appropriation.

Library of Congress
Fiscal 2013 Supplemental Data on Price Level Increases

(Dollars in Thousands)

| Category | LC, S&E | CO, S&E | CRS, S&E | BBPH, S&E | Total |
|--|----------------|--------------|--------------|--------------|----------------|
| 1. General inflationary increase | \$1,691 | \$140 | \$158 | \$532 | \$2,521 |
| 2. Field Office inflationary increase | 239 | - | - | - | 239 |
| 3. Acquisitions inflation | 653 | - | - | - | 653 |
| 4. Software maintenance | 1,103 | 46 | 145 | - | 1,294 |
| 5. GSA Space Rental adjustment | 325 | - | - | 71 | 396 |
| 6. National Film Preservation Foundation grant | 470 | - | - | - | 470 |
| Total Price Level Increases | \$4,481 | \$186 | \$303 | \$603 | \$5,573 |

Explanation of Calculations

1. General inflationary increase calculated using CBO rate of 1.4% of non-pay base for fiscal 2013 (except as noted below).
2. Inflationary increase for overseas field offices. Computation based on individual country rates, provided by the Department of State, applied to non-pay base. Country rates used for fiscal 2013 are as follows: Brazil - 4.5%; Egypt - 9%; Kenya - 5%; India - 4.3%; Pakistan - 7%; and Indonesia - 6.3%.
3. Inflationary rate for acquisition of library materials determined by annual study and/or actual historical rates. Rates used for fiscal 2013 are as follows: Books for the Law Library - 3.17%; Books for the General Collections (GENPAC) - 3.97%.
4. Software maintenance inflationary increase calculated using actual historical rate of 15% of software maintenance base.
5. GSA-managed leased space increase based on estimates provided by GSA for fiscal 2013.
6. Per P.L. 110-336, Sec. 3, (b)(1), increase grant to the National Film Preservation Foundation from \$530 thousand to \$1 million.

Library of Congress
Total Funds Available - All Sources
(Dollars in Thousands)

| | Fiscal 2011 Actual | Fiscal 2012 Budget | Fiscal 2013 Request |
|--|-----------------------|-----------------------|------------------------|
| Total Appropriations | | | |
| Library of Congress | \$628,676 | \$629,207 | \$643,550 |
| AOC - Library Buildings and Grounds | 41,013 | 46,876 | 53,594 |
| Appropriation transfers to/from the Library of Congress: | | | |
| Transfer to U.S. Capitol Police | -76 | 0 | 0 |
| Subtotal, Appropriations | \$669,613 | \$676,083 | \$697,144 |
| Receipts (Actual Collected and Estimated) | | | |
| Sales of catalog cards and publications | \$ 3,567 | \$ 6,000 | \$ 6,000 |
| Collections to Global Legal Information Network | 15 | 350 | 350 |
| Copyright fees | 27,359 | 30,029 | 29,029 |
| Licensing and CRJ fees | 5,849 | 5,484 | 5,582 |
| Subtotal, Receipts | \$ 36,790 | \$ 41,863 | \$ 40,961 |
| Non-Appropriated Funds | | | |
| Gift and Trust Funds ¹ | \$ 17,932 | \$ 18,082 | \$ 19,346 |
| Revolving Fund Revenue (Actual & Estimated) | 93,809 | 167,725 | 176,957 |
| Reimbursable Activities (Actual & Estimated) | 556 | 2,000 | 2,000 |
| Subtotal, Non-Appropriated Funds | \$112,297 | \$187,807 | \$198,303 |
| Total Funds Available | | | |
| Total | \$818,700 | \$905,753 | \$936,408 |

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 2011 Actual | Fiscal 2012 Estimate | Fiscal 2013 Estimate |
|--|-----------------------|-------------------------|-------------------------|
| Statement of Receipts, Treasury Department General Fund Account | | | |
| Other miscellaneous receipts | \$338 | \$250 | \$250 |
| Total Receipts into General Fund Account | \$338 | \$250 | \$250 |
| Statement of Receipts, Payments to Copyright Owners | | | |
| Receipts from fees, Digital audio recording devices and media (DART) | \$4,135 | \$2,056 | \$2,056 |
| Receipts from interest on investments in public debt securities (DART) | 2 | 1 | 2 |
| Total Receipts into Special Fund Account | \$4,137 | \$2,057 | \$2,058 |



LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Library of Congress, S&E Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 Spending Plan | | Fiscal 2013 Request | | Fiscal 2012/2013 Net Change | | Percent Change |
|---------------------------------|------------------|------------------|-----------------------|------------------|------------------------------|------------------|------------------------|------------------|--------------------------------|----------------|-------------------|
| | Spending Plan | | Actual Obligations | | FTE | \$ | FTE | \$ | FTE | \$ | % |
| | FTE | \$ | FTE | \$ | | | | | | | |
| Library Services | 1,558 | \$232,868 | 1,480 | \$231,050 | 1,431 | \$219,794 | 1,431 | \$225,501 | 0 | \$5,707 | 2.6% |
| Office of Strategic Initiatives | 352 | 110,041 | 334 | 109,515 | 355 | 107,737 | 355 | 110,432 | 0 | 2,695 | 2.5% |
| Law Library | 97 | 16,889 | 92 | 16,424 | 96 | 16,350 | 96 | 16,803 | 0 | 453 | 2.8% |
| Office of the Librarian | 179 | 20,476 | 106 | 19,535 | 320 | 19,746 | 170 | 19,487 | -150 | -259 | - 1.3% |
| Office of Support Operations | 288 | 54,950 | 270 | 54,174 | 274 | 53,679 | 274 | 54,980 | 0 | 1,301 | 2.4% |
| Off of Inspector General | 18 | 2,898 | 17 | 2,888 | 16 | 2,787 | 16 | 2,848 | 0 | 61 | 2.2% |
| Total, LC, S&E | 2,492 | \$438,122 | 2,299 | \$433,586 | 2,492 | \$420,093 | 2,342 | \$430,051 | -150 | \$9,958 | 2.4% |

Library of Congress, Salaries and Expenses
Summary By Object Class
(Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|--|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 00.0 Lapse Reserve | \$ 499 | \$ 0 | \$ 499 | \$ 506 | + 7 | 1.4% |
| Total, Lapse Reserve | \$ 499 | \$ 0 | \$ 499 | \$ 506 | + \$ 7 | 1.4% |
| 11.1 Full-time permanent | \$207,668 | \$204,971 | \$196,115 | \$200,495 | + \$4,380 | 2.2% |
| 11.3 Other than full-time permanent | 3,711 | 3,614 | 3,686 | 3,765 | + 79 | 2.1% |
| 11.5 Other personnel compensation | 1,167 | 1,102 | 737 | 755 | + 18 | 2.4% |
| 11.5A Staff Awards ¹ | 1,730 | 1,725 | 1,492 | 1,524 | + 32 | 2.1% |
| 11.8 Special personal services payment | 354 | 404 | 405 | 414 | + 9 | 2.2% |
| 12.1 Civilian personnel benefits | 57,836 | 58,163 | 55,416 | 56,375 | + 959 | 1.7% |
| 13.0 Benefits for former personnel | 125 | 68 | 3,025 | 3,025 | 0 | 0.0% |
| Total, Pay | \$272,591 | \$270,047 | \$260,876 | \$266,353 | + \$5,477 | 2.1% |
| 21.0 Travel & transportation of persons | 1,280 | 1,095 | 1,150 | 1,177 | + 27 | 2.3% |
| 22.0 Transportation of things | 533 | 500 | 541 | 550 | + 9 | 1.7% |
| 23.1 Rental payments to GSA | 2,484 | 2,395 | 3,272 | 3,752 | + 480 | 14.7% |
| 23.2 Rental payments to others | 371 | 372 | 429 | 455 | + 26 | 6.1% |
| 23.3 Communication, utilities & misc charges | 3,246 | 3,024 | 3,158 | 3,035 | - 123 | - 3.9% |
| 24.0 Printing & reproduction | 2,763 | 2,648 | 2,628 | 2,663 | + 35 | 1.3% |
| 25.1 Advisory & assistance services | 30,528 | 32,505 | 27,471 | 27,842 | + 371 | 1.4% |
| 25.2 Other services | 35,021 | 32,335 | 32,125 | 32,544 | + 419 | 1.3% |
| 25.3 Other purch of gds & services from gov acc | 11,149 | 10,297 | 10,961 | 11,227 | + 266 | 2.4% |
| 25.4 Operation & maintenance of facilities | 7,631 | 7,370 | 7,066 | 7,165 | + 99 | 1.4% |
| 25.6 Medical care | 12 | 13 | 20 | 20 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 17,098 | 15,474 | 19,194 | 20,464 | + 1,270 | 6.6% |
| 25.8 Subsistence & support of persons | 28 | 19 | 48 | 49 | + 1 | 2.1% |
| 26.0 Supplies & materials | 3,225 | 3,042 | 3,340 | 3,394 | + 54 | 1.6% |
| 31.0 Equipment | 42,783 | 45,405 | 41,321 | 42,310 | + 989 | 2.4% |
| 32.0 Land and structures | 0 | 87 | 0 | 0 | 0 | 0.0% |
| 41.0 Grants, subsidies & contributions | 6,782 | 6,776 | 5,889 | 6,434 | + 545 | 9.3% |
| 42.0 Insurance claims & indemnities | 3 | 12 | 3 | 3 | 0 | 0.0% |
| 94.0 Financial transfers | 95 | 170 | 102 | 108 | + 6 | 5.9% |
| Total, Non-Pay | \$165,032 | \$163,539 | \$158,718 | \$163,192 | + \$4,474 | 2.8% |
| Total, Library of Congress, Salaries & Expenses | \$438,122 | \$433,586 | \$420,093 | \$430,051 | + \$9,958 | 2.4% |

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 2013 Agency Request | |
|---|-------------------------------|------------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 2,492 | \$420,093 |
| Non-recurring Costs: | | |
| Reduction of Unfunded authorized | -150 | 0 |
| Conclusion of 3-year (2010-12) Ft. Meade Modules 3 and 4 Start-up | 0 | - 1,715 |
| Total, Non-recurring Costs | -150 | - 1,715 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 3,335 |
| Within-grade increases | | 1,205 |
| Foreign Service Nationals (FSN) pay adjustment | | 301 |
| One Extra Day | | 1,039 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 291 |
| Abolishment of Workers' Compensation annual base | | - 694 |
| Total, Mandatory Pay and Related Costs | 0 | 5,477 |
| Price Level Changes | | 4,481 |
| Program Increases | | |
| Continuation of Ft. Meade Modules 3 & 4 Start-up | | 1,715 |
| Total, Program Increases | 0 | 1,715 |
| Net Increase/Decrease | - 150 | \$ 9,958 |
| Total Budget | 2,342 | \$430,051 |
| Total Offsetting Collections | 0 | - 6,350 |
| Total Appropriation | 2,342 | \$423,701 |





Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Library Services Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 Spending Plan | | Fiscal 2013 Request | | Fiscal 2012/2013 Net Change | | Percent Change |
|--|---------------|------------------|--------------------|------------------|------------------------------|------------------|------------------------|------------------|--------------------------------|-----------------|-------------------|
| | Spending Plan | | Actual Obligations | | | | | | | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| Associate Librarian for Library Services (ALLS) | | | | | | | | | | | |
| ALLS | 22 | \$ 7,247 | 17 | \$ 5,622 | 22 | \$ 7,052 | 22 | \$ 7,180 | 0 | \$ 128 | 1.8% |
| American Folklife Center | 23 | 3,555 | 21 | 3,521 | 23 | 3,488 | 23 | 3,560 | 0 | 72 | 2.1% |
| Veterans History Project | 26 | 2,282 | 22 | 2,167 | 26 | 2,321 | 26 | 2,369 | 0 | 48 | 2.1% |
| Total, ALLS | 71 | \$ 13,084 | 60 | \$ 11,310 | 71 | \$ 12,861 | 71 | \$ 13,109 | 0 | \$ 248 | 1.9% |
| Acquisitions and Bibliographic Access (ABA) | | | | | | | | | | | |
| Total, Acq & Bib Acc | 564 | \$ 94,184 | 544 | \$ 97,039 | 494 | \$ 86,098 | 494 | \$ 88,612 | 0 | \$ 2,514 | 2.9% |
| Collections and Services (CS) | | | | | | | | | | | |
| Collections & Services | 565 | \$ 65,910 | 546 | \$ 65,854 | 528 | \$ 62,120 | 528 | \$ 63,912 | 0 | \$ 1,792 | 2.9% |
| Packard Campus | 116 | 17,620 | 107 | 16,722 | 112 | 19,083 | 112 | 19,444 | 0 | 361 | 1.9% |
| Total, Collections & Services | 681 | \$ 83,530 | 653 | \$ 82,576 | 640 | \$ 81,203 | 640 | \$ 83,356 | 0 | \$ 2,153 | 2.7% |
| Partnerships and Outreach Programs (POP) | | | | | | | | | | | |
| Partnerships & Outreach Prgms | 54 | \$ 6,602 | 49 | \$ 6,557 | 52 | \$ 5,966 | 52 | \$ 6,101 | 0 | \$ 135 | 2.3% |
| Cat Dist Service | 22 | 5,988 | 20 | 4,245 | 21 | 6,000 | 21 | 6,000 | 0 | 0 | 0.0% |
| Total, Part & Outreach Prgm | 76 | \$ 12,590 | 69 | \$ 10,802 | 73 | \$ 11,966 | 73 | \$ 12,101 | 0 | \$ 135 | 1.1% |
| Preservation (PRES) | | | | | | | | | | | |
| Preservation | 111 | \$ 14,878 | 105 | \$ 15,037 | 102 | \$ 13,886 | 102 | \$ 14,166 | 0 | \$ 280 | 2.0% |
| Mass Deacid Prgm | 0 | 5,664 | 0 | 5,664 | 0 | 5,664 | 0 | 5,743 | 0 | 79 | 1.4% |
| Total, Preservation | 111 | \$ 20,542 | 105 | \$ 20,701 | 102 | \$ 19,550 | 102 | \$ 19,909 | 0 | \$ 359 | 1.8% |
| Technology Policy (TECH) | | | | | | | | | | | |
| Technology Policy | 55 | \$ 8,938 | 49 | \$ 8,622 | 51 | \$ 8,116 | 51 | \$ 8,414 | 0 | \$ 298 | 3.7% |
| Total, Library Services (LS) | | | | | | | | | | | |
| Total, Library Services | 1,558 | \$232,868 | 1,480 | \$231,050 | 1,431 | \$219,794 | 1,431 | \$225,501 | 0 | \$5,707 | 2.6% |

Library Services
Summary By Object Class
(Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|--|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$126,137 | \$124,788 | \$115,936 | \$118,591 | + \$2,655 | 2.3% |
| 11.3 Other than full-time permanent | 3,114 | 3,052 | 2,930 | 2,992 | + 62 | 2.1% |
| 11.5 Other personnel compensation | 1,513 | 1,505 | 1,051 | 1,076 | + 25 | 2.4% |
| 11.8 Special personal services payment | 22 | 21 | 22 | 23 | 1 | 0.0% |
| 12.1 Civilian personnel benefits | 34,666 | 34,765 | 32,374 | 33,362 | + 988 | 3.1% |
| 13.0 Benefits for former personnel | 0 | 0 | 2,300 | 2,300 | 0 | 0.0% |
| Total, Pay | \$165,452 | \$164,131 | \$154,613 | \$158,344 | + \$3,731 | 2.4% |
| 21.0 Travel & transportation of persons | 853 | 743 | 726 | 747 | + 21 | 2.9% |
| 22.0 Transportation of things | 458 | 439 | 468 | 476 | + 8 | 1.7% |
| 23.1 Rental payments to GSA | 61 | 60 | 65 | 70 | + 5 | 7.7% |
| 23.2 Rental payments to others | 358 | 359 | 418 | 440 | + 22 | 5.3% |
| 23.3 Communication, utilities & misc charges | 827 | 768 | 793 | 809 | + 16 | 2.0% |
| 24.0 Printing & reproduction | 2,099 | 2,142 | 2,070 | 2,097 | + 27 | 1.3% |
| 25.1 Advisory & assistance services | 9,587 | 8,852 | 9,498 | 9,618 | + 120 | 1.3% |
| 25.2 Other services | 11,751 | 12,056 | 11,869 | 12,009 | + 140 | 1.2% |
| 25.3 Other purch of gds & services from gov acc | 8,623 | 8,217 | 8,693 | 8,912 | + 219 | 2.5% |
| 25.4 Operation & maintenance of facilities | 13 | 11 | 8 | 9 | + 1 | 12.5% |
| 25.7 Operation & maintenance of equipment | 2,549 | 1,669 | 3,217 | 3,388 | + 171 | 5.3% |
| 25.8 Subsistence & support of persons | 28 | 19 | 49 | 49 | 0 | 0.0% |
| 26.0 Supplies & materials | 2,476 | 2,390 | 2,642 | 2,687 | + 45 | 1.7% |
| 31.0 Equipment | 26,958 | 28,338 | 23,884 | 24,587 | + 703 | 2.9% |
| 41.0 Grants, subsidies & contributions | 679 | 673 | 679 | 1,151 | + 472 | 69.5% |
| 42.0 Insurance claims & indemnities | 0 | 13 | 0 | 0 | 0 | 0.0% |
| 94.0 Financial transfers | 96 | 170 | 102 | 108 | + 6 | 5.9% |
| Total, Non-Pay | \$ 67,416 | \$ 66,919 | \$ 65,181 | \$ 67,157 | + \$1,976 | 3.0% |
| Total, Library Services | \$232,868 | \$231,050 | \$219,794 | \$225,501 | + \$5,707 | 2.6% |

**Library of Services
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|---|-------------------------------|------------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 1,431 | \$219,794 |
| Non-recurring Costs: | | |
| Conclusion of 3-year (2010-12) Ft. Meade Modules 3 & 4 Start-up | 0 | - 1,715 |
| Total, Non-recurring Costs | 0 | - 1,715 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 1,942 |
| Within-grade increases | | 704 |
| Foreign Service Nationals (FSN) pay adjustment | | 301 |
| One Extra Day | | 615 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 169 |
| Total, Mandatory Pay and Related Costs | 0 | 3,731 |
| Price Level Changes | | 1,976 |
| Program Increases | | 0 |
| Continuation of Ft. Meade Modules 3 & 4 Start-up | | 1,715 |
| Total, Program Increases | 0 | 1,715 |
| Net Increase/Decrease | 0 | \$ 5,707 |
| Total Budget | 1,431 | \$225,501 |
| Total Offsetting Collections | 0 | - 6,000 |
| Total Appropriation | 1,431 | \$219,501 |

Fiscal 2013 Program Changes: \$1.715 million

Ft. Meade Collections Transfer Program:

\$1.715 million

Retaining the Ft. Meade funding of \$1.715 million that is scheduled to non-recur in fiscal 2013 will allow the Library to complete the transfer of special format collections to Modules 3 and 4. This funding also will allow the Library to continue to transfer collections from severely overcrowded areas of the Thomas Jefferson and John Adams Building book stacks to a temporary storage location at the Landover Center Annex, pending the availability of Module 5 at Ft. Meade.

Completion of Special Collections Transfer to Ft. Meade [\$674 thousand]

The program for the transfer of special collections material to Ft. Meade Modules 3 and 4 consists of three separate but interdependent initiatives: (1) the physical transfer of designated materials; (2) the stabilization of the material, much of it brittle, through a rehousing program; and (3) the combined steps of inventory control, integration into the Library's Integrated Library System, and management of an effective tracking process to maintain control of significant numbers of items as they are in transit. The sequencing of these components can vary based on the specific requirements of each collection and the need to free up shelving on Capitol Hill for the processing of materials and staging of subsequent moves.

The more complex requirements for the special collections transfer to Ft. Meade Modules 3 and 4, as opposed to Modules 1 and 2, became evident after initial planning took place prior to requesting funding in fiscal 2010. Integrating inventory management steps with the physical transport of material has become key to ensuring a 100 percent retrieval rate from Ft. Meade, where up to 1.6 million containers ultimately will be arranged by size. The individual examination of collection materials in preparation for the move has offered an opportunity to efficiently address the requirements of individual collection items for stabilization or rehousing. This work for the Modules 3 and 4 collections has resulted in a slower move, but it has proven to be cost effective for the long term and essential to the ongoing servicing of these materials from a remote site.

During the fiscal 2010–2012 period the Library will have accomplished majority of the physical transfer to Ft. Meade of designated materials, however much of the

associated inventory control work and rehousing will remain to be completed. Funding of \$674 thousand will allow Library Services to make significant progress toward completing the remaining inventory and rehousing workloads by the end of fiscal 2013. The funding would cover the projected cost of 17 contract personnel over a six-month period, as described below, and would non-recur in fiscal 2014:

- one inventory control/stack maintenance senior work leader (\$43,000)
- four materials handlers (\$167,000)
- two proofers (\$87,000)
- two technicians (\$80,000)
- one inspector (\$57,000)
- seven rehousing technicians (\$240,000)

General Collections Storage at Landover Center Annex [\$1.041 million]

With the operational challenges of significant crowding of general collections material at the Library's facilities on Capitol Hill and construction of Ft. Meade Module 5 not yet funded, the Library has established an interim storage facility at the Landover Center Annex in space vacated by collections moving to the Packard Campus and to Modules 3 and 4. Estimated capacity for this interim storage is 800 thousand books and bound periodicals, which will be transferred over a two-year period, half of it during fiscal 2013. The Landover Center Annex transfer program involves selecting items for transfer from areas of the general collection book stacks that are most crowded, inventorying the items, and shelving them at Landover using tracking software. Funding of \$1.041 million is required in fiscal 2013 and 2014 for contract staff to supplement the CALM workforce to implement the Landover transfer program through the activities listed below. Funding will non-recur in fiscal 2015.

- removal of items from shelves (\$250,000)
- inventory (\$525,000)
- quality assurance (\$100,000)
- materials handlers (\$166,000)



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 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|--|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$5,360 | \$5,134 | \$5,640 | \$5,762 | + \$122 | 2.2% |
| 11.3 Other than full-time permanent | 158 | 150 | 120 | 123 | + 3 | 2.5% |
| 11.5 Other personnel compensation | 80 | 78 | 85 | 86 | + 1 | 1.2% |
| 12.1 Civilian personnel benefits | 1,478 | 1,447 | 1,494 | 1,540 | + 46 | 3.1% |
| 13.0 Benefits for former personnel | 0 | 0 | 25 | 25 | 0 | 0.0% |
| Total, Pay | \$7,076 | \$6,809 | \$7,364 | \$7,536 | + \$172 | 2.3% |
| 21.0 Travel & transportation of persons | 121 | 84 | 98 | 99 | + 1 | 1.0% |
| 22.0 Transportation of things | 135 | 109 | 170 | 172 | + 2 | 1.2% |
| 23.3 Communication, utilities & misc charges | 317 | 318 | 318 | 323 | + 5 | 1.6% |
| 24.0 Printing & reproduction | 426 | 265 | 316 | 321 | + 5 | 1.6% |
| 25.1 Advisory & assistance services | 655 | 570 | 592 | 600 | + 8 | 1.4% |
| 25.2 Other services | 1,491 | 1,640 | 1,811 | 1,836 | + 25 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 351 | 237 | 305 | 309 | + 4 | 1.3% |
| 25.7 Operation & maintenance of equipment | 45 | 21 | 25 | 25 | 0 | 0.0% |
| 25.8 Subsistence & support of persons | 23 | 16 | 24 | 24 | 0 | 0.0% |
| 26.0 Supplies & materials | 183 | 167 | 183 | 186 | + 3 | 1.6% |
| 31.0 Equipment | 2,113 | 931 | 1,506 | 1,527 | + 21 | 1.4% |
| 41.0 Grants, subsidies & contributions | 148 | 143 | 149 | 151 | + 2 | 1.3% |
| Total, Non-Pay | \$6,008 | \$4,501 | \$5,497 | \$5,573 | + \$ 76 | 1.4% |
| Total, Associate Librarian for Library Services | \$13,084 | \$11,310 | \$12,861 | \$13,109 | + \$248 | 1.9% |

Associate Librarian for Library Services
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 71 | \$12,861 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 98 |
| Within-grade increases | | 35 |
| One Extra Day | | 30 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 8 |
| Total, Mandatory Pay and Related Costs | 0 | 171 |
| Price Level Changes | | 77 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 248 |
| Total Budget | 71 | \$13,109 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 71 | \$13,109 |

Associate Librarian for Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$13.109 million** for the Office of the Associate Librarian for Library Services in fiscal 2013, an increase of \$0.248 million, or 1.9 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|-------|---------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | Change |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | % |
| LS_ALLS | 71 | \$13,084 | 60 | \$11,310 | 71 | \$12,861 | 71 | \$13,109 | 0 | \$248 | 1.9% |

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) and Veterans History Project (VHP). 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 established a framework for LS program management to meet five strategic goals that link to the Library's Strategic Plan:

- Collect and preserve the record of America's creativity and the world's knowledge.
- Provide the most effective methods of connecting users to the collections.
- Deepen the general understanding of American cultural, intellectual, and social life and of other people and nations.
- Provide leadership and services to the Library and information community.
- Manage for results.

The Associate Librarian manages LS programs by providing cross-unit guidelines, goals, and performance standards and by working with the directors and other LS managers to develop and execute service unit policies. This work includes leading and managing the formulation

of the annual budget through an assessment of internal priorities and operational considerations, tracking trends and key indicators, and managing performance planning and management.

ALLS leadership and administrative staff collaborate with the entire Library to execute its programs and represent LS as a whole in interactions with the Library's other service units as well as in the Executive, Operations, and other Library-wide committees. Outside of the Library, the Associate Librarian is a principal representative to both national and international library, information, and related industry groups.

AFC preserves and presents American folklife by building and maintaining a multiformat ethnographic archive documenting traditional expressive culture. VHP oversees a nationwide volunteer effort to build an archive of oral histories from World War I through current conflicts. The VHP collection includes submissions from every state and is the largest oral history project in the United States, currently comprising more than 75 thousand collections. (Additional information on AFC and VHP can be found in Appendix A.)

Fiscal 2011 Priority Activities

ALLS continued to focus on its highest priorities including sustaining and preserving the Library's collections, acquiring and describing new knowledge including digital content and providing access to items in the collections. Work began on establishing a formal collection development office as well as on the review and update of the Library Services strategic plan.

Fiscal 2012 Priority Activities

ALLS will continue to remain focused on sustaining, preserving, acquiring, describing, and providing access to the collections. The programmatic evaluation of LS operations and constituent services will continue for improved effectiveness and timeliness.

Fiscal 2013 Priority Activities

ALLS will remain focused on collecting and preserving the record of America's creativity and the world's knowledge; providing the most effective methods of connecting users to the collections; and providing leadership and services to the library and information community.



Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Acquisitions and Bibliographic Access Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$50,411 | \$50,372 | \$45,131 | \$46,285 | + \$1,154 | 2.6% |
| 11.3 Other than full-time permanent | 676 | 665 | 642 | 655 | + 13 | 2.0% |
| 11.5 Other personnel compensation | 841 | 842 | 408 | 420 | + 12 | 2.9% |
| 11.8 Special personal services payment | 0 | 10 | 0 | 0 | 0 | 0.0% |
| 12.1 Civilian personnel benefits | 13,341 | 13,579 | 12,214 | 12,623 | + 409 | 3.3% |
| 13.0 Benefits for former personnel | 0 | 0 | 1,275 | 1,275 | 0 | 0.0% |
| Total, Pay | \$65,269 | \$65,468 | \$59,670 | \$61,258 | + \$1,588 | 2.7% |
| 21.0 Travel & transportation of persons | 435 | 468 | 360 | 377 | + 17 | 4.7% |
| 22.0 Transportation of things | 270 | 266 | 246 | 252 | + 6 | 2.4% |
| 23.1 Rental payments to GSA | 62 | 60 | 65 | 69 | + 4 | 6.2% |
| 23.2 Rental payments to others | 350 | 351 | 410 | 432 | + 22 | 5.4% |
| 23.3 Communication, utilities & misc charges | 314 | 287 | 278 | 288 | + 10 | 3.6% |
| 24.0 Printing & reproduction | 100 | 94 | 70 | 73 | + 3 | 4.3% |
| 25.1 Advisory & assistance services | 547 | 695 | 551 | 559 | + 8 | 1.5% |
| 25.2 Other services | 1,821 | 2,179 | 1,858 | 1,892 | + 34 | 1.8% |
| 25.3 Other purch of gds & services from gov acc | 7,213 | 7,224 | 7,378 | 7,590 | + 212 | 2.9% |
| 25.4 Operation & maintenance of facilities | 13 | 11 | 8 | 9 | + 1 | 12.5% |
| 25.7 Operation & maintenance of equipment | 42 | 42 | 37 | 40 | + 3 | 8.1% |
| 26.0 Supplies & materials | 319 | 308 | 266 | 277 | + 11 | 4.1% |
| 31.0 Equipment | 17,333 | 19,416 | 14,799 | 15,388 | + 589 | 4.0% |
| 94.0 Financial transfers | 96 | 170 | 102 | 108 | + 6 | 5.9% |
| Total, Non-Pay | \$28,915 | \$31,571 | \$26,428 | \$27,354 | + \$ 926 | 3.5% |
| Total, Acquisitions & Bibliographic Access | \$94,184 | \$97,039 | \$86,098 | \$88,612 | + \$2,514 | 2.9% |

Acquisitions and Bibliographic Access
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 494 | \$86,098 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 723 |
| Within-grade increases | | 262 |
| Foreign Service Nationals (FSN) pay adjustment | | 301 |
| One Extra Day | | 242 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 60 |
| Total, Mandatory Pay and Related Costs | 0 | 1,588 |
| Price Level Changes | | 926 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 2,514 |
| Total Budget | 494 | \$88,612 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 494 | \$88,612 |

Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$88.612 million** for Acquisitions and Bibliographic Access in fiscal 2013, an increase of \$2.514 million, or 2.9 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|---------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| LS_ABA | 564 | \$94,184 | 544 | \$97,039 | 494 | \$86,098 | 494 | \$88,612 | 0 | \$2,514 | 2.9% |

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. It 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 formats, and domestic and foreign materials of legislative and research value. With the Law Library, ABA manages a separate fund for the purchase of law collections materials.

ABA's direct services to publishers and libraries include distributing surplus books to nonprofit institutions nationwide, leading the 799-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 2011 Priority Activities

ABA continued cross-training staff for increased efficiency and output in acquisitions and bibliographic access duties. ABA staff moved to temporary spaces

as part of the Architect of the Capitol's assistance in reconfiguring ABA work areas for improved workflows and increased production. Based on plans devised in fiscal 2010, ABA, in collaboration with other U.S. national libraries, carried out a national test to determine the feasibility, compatibility, and efficiencies to be gained by adopting a new set of international rules for bibliographic description. ABA maintained its high bibliographic access production levels (363,122 items cataloged) and again fully executed the GENPAC and Books Law funding, totaling more than \$18 million plus an additional \$10 million from gifts and other sources – a record expenditure level. ABA sustained its focus on revamping the CIP program: it shifted from pilot mode to full operation the importing of cataloging data from publishers; it prepared plans to include e-books in the CIP program; and it increased the number of partner libraries that supply bibliographic records needed by the Library. ABA expanded the PCC by 42 members. Addressing the fiscal 2009 Government Accountability Office study recommendations, ABA and other Library Services' units contracted with the Council for American Overseas Research Centers to establish an alternative and less costly approach to acquiring materials in West Africa, an underserved part of the world; took concrete steps towards replacing an obsolete automated system for managing the acquisitions work of the overseas offices on behalf of the Library and the cooperative acquisitions participants; shifted more cataloging responsibility to the offices; and selected more digital content and Web resources from underdeveloped areas of the world that have become ever more important to the Congress.

Fiscal 2012 Priority Activities

In addition to continuing to cross-train staff to assume both acquisitions and cataloging functions, ABA also will redeploy staff to fulfill needs caused by the deep attrition resulting from the VSIP/VERA opportunity afforded staff early in fiscal 2012. Extending the collaboration with other U.S. national libraries, ABA will train its staff to implement new rules for bibliographic description in fiscal 2013. Subject to the availability of funding, ABA will execute the next phase of space reconfiguration in support of the ABA reorganization, including the purchase of additional furniture and equipment. In support of the *Library of Congress Strategic Plan: Fiscal Year 2011–2016* goal to “Acquire, preserve, and provide access to a universal collection of knowledge and the record of America’s creativity,” ABA will fully execute the GENPAC and Books Law funding (\$17 million) and catalog 330 thousand collection items. The overseas offices will continue their assessment of using an alternative approach to collecting materials in West Africa, comparing the efficiency of this approach to the established operations of the offices. The overseas offices will begin testing implementation in at least one office of a replacement system for managing the offices’ acquisitions work. ABA will co-lead an effort to replace the MARC standard for online bibliographic data that was created by the Library in the 1960s and is long overdue for replacement. Working with international partners, ABA will manage a pilot between the Library and several other national libraries to test the exchange

of vital government information that is increasingly produced only in digital form.

Fiscal 2013 Priority Activities

ABA will continue to expend appropriated and gift funds, supplemented with exchange programs, to acquire collection resources from all parts of the world, especially those areas of strategic interest to the Congress. With the ongoing reduced staffing levels, ABA will sustain its work and output at high levels by broadening the supply of bibliographic data available through the CIP program, vendors, and content creators. ABA will continue to work with the library and information community to find a replacement for the MARC standard. In parallel with this work, ABA will lead the U.S. library community’s implementation of the new set of instructions for bibliographic description. These two activities will increase access to bibliographic and metadata from vital sources beyond the library community, e.g., publishers and web content producers. ABA will maintain its revitalization of the CIP program, seeking new ways to expand the program. ABA will focus on judiciously expanding its use of vendors to supply bibliographic data for materials they acquire for the Library, particularly in foreign languages. The overseas offices will increase the amount of bibliographic data they supply to the Library and their cooperative partners and increase their digitization efforts.



Collections and Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Collections and Services Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$50,569 | \$50,022 | \$47,159 | \$48,183 | + \$1,024 | 2.2% |
| 11.3 Other than full-time permanent | 1,851 | 1,845 | 1,801 | 1,839 | + 38 | 2.1% |
| 11.5 Other personnel compensation | 431 | 433 | 394 | 403 | + 9 | 2.3% |
| 12.1 Civilian personnel benefits | 14,414 | 14,396 | 13,670 | 14,068 | + 398 | 2.9% |
| 13.0 Benefits for former personnel | 0 | 0 | 800 | 800 | 0 | 0.0% |
| Total, Pay | \$67,265 | \$66,696 | \$63,824 | \$65,293 | + \$1,469 | 2.3% |
| 21.0 Travel & transportation of persons | 206 | 125 | 180 | 182 | + 2 | 1.1% |
| 22.0 Transportation of things | 1 | 0 | 0 | 0 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 79 | 72 | 77 | 78 | + 1 | 1.3% |
| 24.0 Printing & reproduction | 73 | 64 | 94 | 95 | + 1 | 1.1% |
| 25.1 Advisory & assistance services | 1,204 | 992 | 1,233 | 1,250 | + 17 | 1.4% |
| 25.2 Other services | 6,799 | 7,030 | 7,188 | 7,265 | + 77 | 1.1% |
| 25.3 Other purch of gds & services from gov acc | 99 | 80 | 91 | 93 | + 2 | 2.2% |
| 25.7 Operation & maintenance of equipment | 1,101 | 442 | 1,807 | 1,835 | + 28 | 1.5% |
| 25.8 Subsistence & support of persons | 5 | 4 | 25 | 25 | 0 | 0.0% |
| 26.0 Supplies & materials | 1,231 | 1,230 | 1,471 | 1,492 | + 21 | 1.4% |
| 31.0 Equipment | 4,937 | 5,311 | 4,683 | 4,748 | + 65 | 1.4% |
| 41.0 Grants, subsidies & contributions | 530 | 530 | 530 | 1,000 | + 470 | 88.7% |
| Total, Non-Pay | \$16,265 | \$15,880 | \$17,379 | \$18,063 | + \$684 | 3.9% |
| Total, Collections and Services | \$83,530 | \$82,576 | \$81,203 | \$83,356 | + \$2,153 | 2.7% |

Collections and Services
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|---|---------------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 640 | \$81,203 |
| Non-recurring Costs: | | |
| Conclusion of 3-year (2010-12) Ft. Meade Modules 3 & 4 Start-up | 0 | - 1,715 |
| Total, Non-recurring Costs | 0 | - 1,715 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 835 |
| Within-grade increases | | 303 |
| One Extra Day | | 255 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 76 |
| Total, Mandatory Pay and Related Costs | 0 | 1,469 |
| Price Level Changes | | 684 |
| Program Increases | | 0 |
| Continuation of Ft. Meade Modules 3 & 4 Start-up | | 1,715 |
| Total, Program Increases | 0 | 1,715 |
| Net Increase/Decrease | 0 | \$ 2,153 |
| Total Budget | 640 | \$83,356 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 640 | \$83,356 |

Collections and Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$83.356 million** for Collections and Services in fiscal 2013, an increase of \$2.153 million, or 2.7 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases, a program reduction of \$1.715 million for conclusion of the 3-year (fiscal 2010 – 2012) start-up project for Ft. Meade Modules 3 and 4, and a program increase of \$1.715 million for continued operational requirements in support of the special collections transfers to Ft. Meade and the initiation of collections transfer to the Landover Center Annex.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|---------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| LS_CS | 681 | \$83,530 | 653 | \$82,576 | 640 | \$81,203 | 640 | \$83,356 | 0 | \$2,153 | 2.7% |

PROGRAM OVERVIEW

Major activities of the Collections and Services (CS) Directorate include developing the Library's collections in almost all languages, subjects, and formats; organizing and managing the secure storage of 145 million items; serving requested items to patrons; and providing on- and off-site reference/information services through specialist librarians staffing Library of Congress reading rooms and research centers on Capitol Hill as well as via the Internet, through email or the Ask-a-Librarian program. CS staff also coordinate collections-based digitization projects to increase public access to high-research value Library materials. CS divisions play a critical role in collections inventory control as well as collections safety. As part of the Library's ongoing space management program, CS transfers general and special collections from the Library's overcrowded Capitol Hill facilities to the Landover Center Annex and to the high-density, state-of-the-art modules at Ft. Meade.

The Library's Packard Campus National Audio-Visual Conservation Center, referred to as the Packard Campus and located in Culpeper, VA, consolidates, develops, preserves, and provides broad public access to a comprehensive collection of the world's audio-visual heritage of moving images and recorded sounds. 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 2011 Priority Activities

CS focused on transferring Library materials to the facilities at Ft. Meade. The Library transferred 164,041 containers to Ft. Meade Modules 3 and 4, representing 68.6 percent of the 3-year target of 239,000 trackable containers and exceeding the fiscal 2011 target by 8,691 containers. CS staff analyzed collections and set acquisition strategies in accordance with the Library's collection policies and physically served more than 1 million items to patrons in reading rooms and via the Inter-Library and Congressional Loan Programs. Library staff maintained Capitol Hill campus research centers, providing wide-ranging collections access and reference services, carrying out 508,063 direct reference service transactions. The staff also presented a wide array of public programs to promote the research value of the Library's collections and information services. The Packard Campus increased the quantity of audio-visual materials digitized for preservation and access from 735 terabytes at the end of fiscal 2010 to 1.727 petabytes at the end of fiscal 2011. On May 10, 2011, the Library publicly launched the National Jukebox web site, the most significant recorded sound access project in the Library's history.

Fiscal 2012 Priority Activities

CS staff will complete majority of the physical transfer of designated special collections to the new facilities at Ft. Meade and continue to process and inventory those materials on site. They also will manage the growing collections housed on Capitol Hill. CS will continue to staff and maintain its reading rooms and research

centers, which provide reference services and access to collections and services both on-site and via the Internet. CS staff 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. They also will actively work with the new Collection Development Officer to assist in building the Library's digital collections by converting select works to digital form, identifying and acquiring electronic resources from external sources, and receiving electronic-only serials through mandatory copyright deposit. CS staff will organize a wide variety of on-site public lectures, symposia, concerts, and other programs and will provide remote users with online workshops and webinars to increase and facilitate electronic research on the Library's web site.

The Packard Campus will bring online two additional audio preservation rooms (8 and 9) and will be close to completing design of the final two rooms (10 and 11). Additional work will be performed on the born digital support infrastructure to enable capture and encoding capabilities in several areas. These born digital capabilities include: completing the phase 1 roll out of the Capitol Hill video transmission system; continuing the build out of the live capture room for acquiring off-web and off-air television and radio programming; enabling the first automated quality control and proxy (access) file production system; receiving the first pilot transfers of Copyright e-Deposits of audio-visual works; and bringing online the production storage area network (SAN) for the digital film lab and testing the ingesting of files into the archive.

Fiscal 2013 Priority Activities

CS will complete the processing and inventory of special

collection materials in Ft. Meade Modules 3 and 4 and will work with other Library staff and the Architect of the Capitol to plan for Ft. Meade Module 5, beginning the identification of materials for transfer. While continuing to staff and maintain reading rooms and research centers, CS staff also will focus on re-aligning 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. They also will continue to identify and address critical areas of knowledge and creativity not included in the mandatory deposit program, including the addition of items to the multilingual area studies holdings. CS staff will actively assist in the building of the Library's digital collections by converting select works to digital form, 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). They will also organize on-site public lectures, symposia, concerts, and other programs and will provide remote users with online workshops and webinars to increase and facilitate electronic research on the Library's web site.

The Packard Campus will build the tenth audio preservation room and complete design on the final room (11); add capacity to the automated quality control and proxy file generation system; complete the Born Digital Direct File Submission infrastructure and begin final pilot testing for e-Deposits from outside media submitters; add high definition JPEG2000 archival encoding and 4K film resolution archiving; complete the "orderless ingest" functionality within the Packard Campus workflow software (the ability to ingest files without human intervention); and begin technology refresh of archival productions systems that will be nearing end-of-life (including SAMMA video encoders and Pyramix digital audio workstations).



Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Partnerships and Outreach Programs Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|--|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$ 6,224 | \$ 6,032 | \$ 5,923 | \$ 6,018 | + \$ 95 | 1.6% |
| 11.3 Other than full-time permanent | 36 | 26 | 0 | 0 | 0 | 0.0% |
| 11.5 Other personnel compensation | 68 | 64 | 71 | 72 | + 1 | 1.4% |
| 12.1 Civilian personnel benefits | 1,714 | 1,656 | 1,646 | 1,681 | + 35 | 2.1% |
| 13.0 Benefits for former personnel | 0 | 0 | 25 | 25 | 0 | 0.0% |
| Total, Pay | \$ 8,042 | \$ 7,778 | \$ 7,665 | \$ 7,796 | + \$131 | 1.7% |
| 21.0 Travel & transportation of persons | 39 | 21 | 35 | 35 | 0 | 0.0% |
| 22.0 Transportation of things | 51 | 63 | 52 | 52 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 59 | 48 | 61 | 61 | 0 | 0.0% |
| 24.0 Printing & reproduction | 294 | 319 | 394 | 395 | + 1 | 0.3% |
| 25.1 Advisory & assistance services | 1,120 | 553 | 1,060 | 1,062 | + 2 | 0.2% |
| 25.2 Other services | 1,224 | 975 | 759 | 759 | 0 | 0.0% |
| 25.3 Other purch of gds & services from gov acc | 937 | 668 | 900 | 901 | + 1 | 0.1% |
| 25.7 Operation & maintenance of equipment | 26 | 15 | 56 | 56 | 0 | 0.0% |
| 26.0 Supplies & materials | 61 | 60 | 58 | 58 | 0 | 0.0% |
| 31.0 Equipment | 737 | 289 | 926 | 926 | 0 | 0.0% |
| 42.0 Insurance claims & indemnities | 0 | 13 | 0 | 0 | 0 | 0.0% |
| Total, Non-Pay | \$ 4,548 | \$ 3,024 | \$ 4,301 | \$ 4,305 | + \$ 4 | 0.1% |
| Total, Partnerships & Outreach Programs | \$12,590 | \$10,802 | \$11,966 | \$12,101 | + \$135 | 1.1% |

Partnerships and Outreach Programs
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|---------------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 73 | \$11,966 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 74 |
| Within-grade increases | | 27 |
| One Extra Day | | 23 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 7 |
| Total, Mandatory Pay and Related Costs | 0 | 131 |
| Price Level Changes | | 4 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 135 |
| Total Budget | 73 | \$12,101 |
| Total Offsetting Collections | 0 | - 6,000 |
| Total Appropriation | 73 | \$ 6,101 |

Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$12.101 million** for Partnerships and Outreach Programs in fiscal 2013, an increase of \$0.135 million, or 1.1 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| LS_POP | 76 | \$12,590 | 69 | \$10,802 | 73 | \$11,966 | 73 | \$12,101 | 0 | \$135 | 1.1% |

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 and training services for federal librarians, national reading promotion programs for students and educators, and the distribution of cataloging records and resources for libraries and information service providers.

Fiscal 2011 Priority Activities

The highlights of fiscal 2011 were the opening of the Civil War Sesquicentennial exhibition, “The Last Full Measure: Civil War Photographs from the Liljenquist Family Collection,” the opening of the Graphic Arts Galleries in the Thomas Jefferson Building, and the completion of the “Library of Congress: Gateway to Knowledge” national mobile tour. Following the launch at the National Book Festival in September 2010, the “Gateway to Knowledge” tractor-trailer exhibit embarked upon a 60-venue tour throughout the Midwest and the South to present the Library’s riches to areas of the United States, in particular rural communities. Through

Madison Council funding support, the tour was extended to 90 stops, reaching 34 states bordering and east of the Mississippi River. In fiscal 2011, “With Malice toward None: The Abraham Lincoln Bicentennial Exhibition” continued to attract record-setting attendance as a traveling exhibition with a fifth and final installation in Omaha, Nebraska.

Major publications released in fiscal 2011 included *The Washington Haggadah*, published in association with Harvard University Press, a facsimile of a rare late fifteenth-century Haggadah held by the Hebraic Division of the Library; *Long Remembered: Lincoln and His Five Versions of the Gettysburg Address*, co-published by the Library of Congress and Levenger Press; and *The Library of Congress Illustrated Timeline of the Civil War*, published in association with Little, Brown and Company, and drawn from rare source material in the Civil War collections of the Library of Congress.

In fiscal 2011, the Visitor Services Office (VSO) worked with a growing number of visitors to the Library. More than one million visitors entered the Thomas Jefferson Building main visitor entrances. The number of visitors to the Great Hall averages 3,500 each day. VSO trained volunteer docents to provide visitors with an inspiring experience by conducting guided tours of the Thomas Jefferson Building. The number of guided tours was up by 15 percent in fiscal 2011. More than 7,900 tours were given to almost 200,000 visitors. Approximately 850 tour groups were comprised of K-12 students.

Fiscal 2012 Priority Activities

Interpretive exhibitions, publications, tours, and programs will continue to showcase the Library’s

collections and provide visitors with an opportunity to learn about the breadth of the Library's collections and work. New exhibitions scheduled to open in the Thomas Jefferson Building during fiscal 2012 include: "Sakura: Cherry Blossoms as Living Symbols of Friendship;" "To Know Wisdom and Instruction: The Armenian Literary Tradition at the Library of Congress;" "Words Like Sapphires: 100 Years of Hebraica at the Library of Congress;" "Herblock and the Environment;" and "The Civil War in American Memory."

POP will support the Library's goal to establish metrics to regularly review the status of the public experience, both on-site and online.

Fiscal 2013 Priority Activities

POP will continue to provide Library visitors with an experience that collectively enhances their understanding and appreciation of the Library, its collections, and services. POP will continue to review the overall public experience offerings and collaborate with other areas of the Library in determining what should be adjusted in support of the Library's Strategic Plan. The Library will investigate offering expanded information services to the entire federal government through the FEDLINK program.



Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Preservation Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$7,673 | \$7,493 | \$6,909 | \$7,059 | + \$150 | 2.2% |
| 11.3 Other than full-time permanent | 393 | 365 | 366 | 374 | + 8 | 2.2% |
| 11.5 Other personnel compensation | 36 | 46 | 38 | 39 | + 1 | 2.6% |
| 11.8 Special personal services payment | 22 | 11 | 22 | 23 | 1 | 0.0% |
| 12.1 Civilian personnel benefits | 2,241 | 2,216 | 2,032 | 2,090 | + 58 | 2.9% |
| 13.0 Benefits for former personnel | 0 | 0 | 100 | 100 | 0 | 0.0% |
| Total, Pay | \$10,365 | \$10,131 | \$9,467 | \$9,685 | + \$218 | 2.3% |
| 21.0 Travel & transportation of persons | 28 | 23 | 27 | 27 | 0 | 0.0% |
| 23.2 Rental payments to others | 8 | 8 | 8 | 8 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 2 | 2 | 2 | 2 | 0 | 0.0% |
| 24.0 Printing & reproduction | 1,207 | 1,400 | 1,196 | 1,213 | + 17 | 1.4% |
| 25.1 Advisory & assistance services | 5,920 | 5,904 | 5,832 | 5,914 | + 82 | 1.4% |
| 25.2 Other services | 396 | 213 | 227 | 230 | + 3 | 1.3% |
| 25.3 Other purch of gds & services from gov acc | 17 | 7 | 18 | 18 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 393 | 258 | 380 | 385 | + 5 | 1.3% |
| 26.0 Supplies & materials | 651 | 601 | 635 | 644 | + 9 | 1.4% |
| 31.0 Equipment | 1,555 | 2,154 | 1,758 | 1,783 | + 25 | 1.4% |
| Total, Non-Pay | \$10,177 | \$10,570 | \$10,083 | \$10,224 | + \$141 | 1.4% |
| Total, Preservation | \$20,542 | \$20,701 | \$19,550 | \$19,909 | + \$359 | 1.8% |

**Preservation
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|---------------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 102 | \$19,550 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 124 |
| Within-grade increases | | 45 |
| One Extra Day | | 38 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 11 |
| Total, Mandatory Pay and Related Costs | 0 | 218 |
| Price Level Changes | | 141 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 359 |
| Total Budget | 102 | \$19,909 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 102 | \$19,909 |

Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$19.909 million** for the Preservation Directorate in fiscal 2013, an increase of \$0.359 million, or 1.8 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| LS_PRES | 111 | \$20,542 | 105 | \$20,701 | 102 | \$19,550 | 102 | \$19,909 | 0 | \$359 | 1.8% |

PROGRAM OVERVIEW

The Preservation (PRES) Directorate ensures long-term uninterrupted access to the intellectual content of the Library's collections in original or reformatted form. PRES accomplishes this directly through 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 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 is also accomplished through preventive conservation involving housing and stabilization of collections on Capitol Hill, at the Packard Campus, and Ft. Meade. Programs that extend the lives of collection items include environmental monitoring and control, emergency preparedness and response, needs assessments, 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 box general and reference collections materials; prepare newly acquired collections for commercial binding and shelving; support microfilm, 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 2011 Priority Activities

Staff addressed preservation needs of the Library's collections by treating more than 7.3 million books, serials, prints, photographs, and other high value, high use and/or at-risk items, made accessible through binding, conservation, mass deacidification, and reformatting. Preservation staff housed more than 294 thousand manuscripts, maps, photographs, and other items; labeled more than 30 thousand items; and surveyed more than 557 thousand items. PRES also continued to improve preservation workflow efficiency through realignment of staff and/or procedures, particularly for conservation, binding, and reformatting, including pilot projects on deferred binding and hybrid reformatting systems that produce computer output microfilm (COM) from digitized images.

PRES, working with the Office of Strategic Initiatives (OSI), identified criteria for the preservation of digital materials and co-drafted digitization policy and guidelines to be incorporated into current programs to further increase access to the Library's collections and to meet the Library's annual objective for preservation of digital materials.

PRES ensured that the Library met its annual objective to move collections to Ft. Meade by deploying staff to increase supplies and the preparation of collections, including preparing the Library's Master Negative Microfilm collection for transport to Ft. Meade. PRES also recommended and reviewed statements of work to move some of the Library's collections to shared remote, underground storage systems.

PRES developed an organizational framework for coordinating its conservation research with partners and

other research facilities by collaboration with scientists through a technology conference with federal agencies, more than a dozen shared internships (including a digital humanities fellowship funded by the Council on Library and Information Resources/Mellon), memoranda of understanding with the National Institute of Standards and Technology and the Lawrence Berkeley National Laboratory (LBNL) and joint publications and presentations on projects addressing needs of partner conservators. Staff also issued a contract for a meta-analysis review of mass deacidification research findings to identify consensus, eliminate redundancy, and focus research questions to maximize efficiencies and sustainability. Staff completed a housing project for the Library's analytical science studies collections, which support on-site and remote shared-access to physical and digital data sets and evidence.

To expand options for response to emergencies affecting the Library's collections, PRES implemented a collections emergency response contract. To help others, PRES put a generic version on the Library's web site that, following the Japanese tsunami, was translated into Japanese along with other Library emergency guidelines and used by PRES staff presenting workshops in Japan.

PRES continued its international leadership role in cultural heritage preservation through the organization of a 3-part "Preservation – Future Directions" symposium that reviewed past, present, and future priorities for preserving the human record, including options for environmentally controlled remote cold storage, mass deacidification treatments, and digitization. To highlight foundation funding and training programs, PRES organized six special Topics in Preservation Series (TOPS) lectures, which (along with the Future Directions Symposium) were webcast, videotaped, and put on the Library's web pages.

PRES also developed and taught three new courses: a semester-long preservation course for University of Maryland graduate students, a week-long course for Federal Library and Information Center Committee's (FLICC) federal library professionals, and a week-long course for Russian dignitaries on behalf of the Open World Leadership Center. PRES also developed workshops for FLICC on emergency preparedness and participated in activities for Preservation Week, an initiative developed by the Library in conjunction with the American Library Association (ALA).

Fiscal 2012 Priority Activities

PRES will continue to address the needs of the Library's collections by treating more than 5 million additional

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. PRES will complete documentation of the Library's top treasures, and will work with OSI to begin high resolution scanning of the next tier of world-treasures for access and security purposes. To expand the abilities of PRES to respond to emergency events that affect the Library's collections, PRES will begin training reformatting staff in the salvage of master microfilms. PRES will continue to improve preservation workflow efficiency through the realignment of binding and reformatting staff.

PRES will work with OSI to identify and propose criteria for the preservation of the Library's digital materials, as well as review a draft policy and guidelines document to be incorporated into current programs to further increase access to the Library's collections. PRES will share a proposed organizational framework for coordinating its conservation research with partners and other research facilities by collaboration with scientists through mid-career training partnerships, a series of meetings with the National Science Foundation on heritage science education, a shared internship with George Washington University's forensic science program, increased access to experimental sound recordings through collaboration with the LBNL and the Smithsonian Institution, and collaboration on a collections demographics questionnaire survey of select Library reading rooms with the University College of London.

PRES will continue its international leadership role helping agencies in need, such as the Institut d'Egypte following their devastating fire, and in cultural heritage preservation through presentations for the International Federation of Library Association's Preservation and Conservation (IFLA PAC), FLICC, ALA, American Institute for Conservation (AIC) and other professional organizations, and through participation at Preservation Week and TOPS. An additional program will include a Future Directions Symposium marking the 10 year anniversary of the Library's collaboration with scientists from LBNL to develop a system to capture sound from damaged analog sound recordings.

Fiscal 2013 Priority Activities

PRES will continue to address the needs of the Library's collections by treating more than 5 million additional 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. PRES will continue to improve preservation workflow efficiency through the realignment

of binding and reformatting staff.

As part of the *Library of Congress Strategic Plan: Fiscal Years 2011-2016*, PRES will work with OSI to propose, pilot and evaluate guidelines, best practices, and workflows for the preservation of the Library's digital materials, in preparation for adopting a Library-wide policy and guidelines document to reflect industry standards, trends and findings to ensure preservation and access to the Library's digital collections. PRES will complete an organizational framework for coordinating its conservation research with partners and other research

facilities by collaboration with scientists, in particular participating in a new Harvard University course on Science and the Human Past, sharing Library case studies for a module called "The Written Past."

PRES will continue its international leadership role in cultural heritage preservation through presentations for IFLA PAC, FLICC, ALA, AIC and other professional organizations, as well as Preservation Week and TOPS, including recognition of conservation training at the University of Delaware.



Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Technology Policy Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$5,901 | \$5,734 | \$5,173 | \$5,285 | + \$112 | 2.2% |
| 11.5 Other personnel compensation | 57 | 43 | 55 | 56 | + 1 | 1.8% |
| 12.1 Civilian personnel benefits | 1,477 | 1,472 | 1,319 | 1,361 | + 42 | 3.2% |
| 13.0 Benefits for former personnel | 0 | 0 | 75 | 75 | 0 | 0.0% |
| Total, Pay | \$7,435 | \$7,249 | \$6,622 | \$6,777 | + \$155 | 2.3% |
| 21.0 Travel & transportation of persons | 25 | 23 | 27 | 27 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 54 | 40 | 57 | 57 | 0 | 0.0% |
| 25.1 Advisory & assistance services | 141 | 139 | 230 | 234 | + 4 | 1.7% |
| 25.2 Other services | 20 | 19 | 26 | 26 | 0 | 0.0% |
| 25.3 Other purch of gds & services from gov acc | 6 | 2 | 2 | 2 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 941 | 891 | 911 | 1,046 | + 135 | 14.8% |
| 26.0 Supplies & materials | 32 | 23 | 29 | 30 | + 1 | 3.4% |
| 31.0 Equipment | 284 | 236 | 212 | 215 | + 3 | 1.4% |
| Total, Non-Pay | \$1,503 | \$1,373 | \$1,494 | \$1,637 | + \$143 | 9.6% |
| Total, Technology Policy | \$8,938 | \$8,622 | \$8,116 | \$8,414 | + \$298 | 3.7% |

**Technology Policy
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|---------------------------------------|----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 51 | \$8,116 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 88 |
| Within-grade increases | | 32 |
| One Extra Day | | 27 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 8 |
| Total, Mandatory Pay and Related Costs | 0 | 155 |
| Price Level Changes | | 143 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 298 |
| Total Budget | 51 | \$8,414 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 51 | \$8,414 |

Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$8.414 million** for the Technology Policy Directorate in fiscal 2013, an increase of \$0.298 million, or 3.7 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|---------|--------------------|---------|---------------|---------|-------------|---------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| LS_TECH | 55 | \$8,938 | 49 | \$8,622 | 51 | \$8,116 | 51 | \$8,414 | 0 | \$298 | 3.7% |

PROGRAM OVERVIEW

The Technology Policy (TECH) Directorate coordinates information technology policy and operations in Library Services (LS). It supports information systems, most notably, the Library's online catalog, and develops and maintains technical standards for library and information communities. TECH works closely with the Library's Office of Strategic Initiatives (OSI) and Information Technology Services (ITS), ensuring the successful management and completion of projects, effective functioning of systems, and full compliance with information technology security measures. TECH 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. It also 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 2011 Priority Activities

TECH continued to identify workflows and procedures that could be further optimized, streamlined, and automated without additional cost.

TECH directed a large percentage of its resource base to finish current optimization projects and improve existing business processes. This included finalizing the LS Continuity of Operations Plan; working with ITS and outside contractors to set up an environment to start to consolidate more than 400 LS databases into a standardized and centralized database; managing the new asset management system; and the Tangible Media Project to define the processes and workflows to transfer digital media to secure storage. To date two terabytes of data have been transferred to secure storage including more than 600 CDs of geographic information system materials from the Geography and Map Division.

TECH implemented a Web scale discovery service, which is a consolidated index to the articles and other materials in the Library's electronic resources systems. The system has improved both seamless access to the Library's subscription databases and the search experience for researchers. By the end of September 2011, record totals in the system included 118,805 bibliographic, 178,706 holdings, 915 resource, 813 license, 178 contact, and 439 order records, as well as 140,664,657 searches.

TECH completed the upgrade of the Integrated Library System (ILS) to a new release of Voyager, along with a new online public access catalog (OPAC) interface that has improved the ability to configure the user interface and meet requirements of the Americans with Disabilities Act.

TECH released a new version of the Automated Call Slip (ACS), which simplified the user request process for items in the collections by reducing each request to a single click, and increased the efficiency of the system for the Collection Access and Loan Management Division (CALM) staff in the stacks and at charge stations.

The National Library Catalog is available to users within the Library and is now more robust and scalable. Currently there are 15,279,742 bibliographic and 18,203,200 holdings records in the database and 8,655,713 vocabulary items in id.loc.gov, the Library's Authority and Vocabulary service.

The Library released a completely redesigned finding aids search application. The many improved features include improved keyword searching; browse lists with expanded name, title, and subject entries; alerts; more powerful displays for navigating; hidden MODS and Dublin Core metatags; improved linking; and PDF versions for printing and downloading.

LS received the first e-Deposit deliveries for e-journals. TECH staff revised and refined e-Deposit requirements; led workflow analysis for LS deposit processing; revised and refined LS processing workflow documentation; consulted in the development of the prototype Delivery Management System (DMS); with assistance from OSI, coordinated LS e-Deposit system and user acceptance testing; drafted and revised test cases; and initiated an effort to revise copyright best edition statements for textual works, audio-visual materials, still images, and databases/datasets. TECH assumed responsibility for ownership of the DMS, making it a subsystem of the ILS. In addition, TECH managed almost 4 thousand IT-related requests from LS staff.

Fiscal 2012 Priority Activities

TECH will continue to improve existing and new services for the Library, Library staff, patrons, and other institutions and will collaborate with LS divisions to improve the efficiency of everyday work. TECH will work with experts and patrons to create new and improved automated services and undertake development projects to create better tools for research. TECH also will continue to perform the many broad ranging IT

related tasks in support of the LS organization.

The Tangible Media Project will expand its services to additional LS divisions to transfer digital content stored on a variety of consumer oriented media to enterprise storage systems. In particular TECH will address the Asian Division's need to transfer 8 thousand DVDs containing scans of Chinese rare books, equaling 56 terabytes of content.

ACS 2.0 will be developed to make the ACS functionality available in all reading rooms, enabling new efficiencies across LS reading rooms operations both for those entering call slips and the CALM staff as they retrieve items.

The Centralized Database Platform Project can begin to be populated with the upgrade of APEX 4.0 by ITS in February. TECH also will continue the development of the National Library Catalog, adding new metadata and the full text search feature and making available to patrons millions of additional analog and digital records.

TECH will continue to help coordinate with OSI on the remaining workflow development for the e-Deposit project, thereby creating a pathway from Copyright through LS to the OSI/ITS Repository.

Fiscal 2013 Priority Activities

TECH will begin the move to the next generation of ILS, which will provide greater flexibility and new services. Most importantly, the new ILS will integrate with the National Library Catalog, opening opportunities for additional functions and features. Work also will continue with linked data and the Symantic Web through id.loc.gov and other projects, offering the opportunity to link to data and items throughout the library community worldwide.

By the end of 2013, the National Library Catalog should be populated with 30-40 million more records/items for more robust access to the Library's collections, and workflows for the acquisition of electronic content will be refined and integrated more seamlessly into Library systems. The Tangible Media project will continue until all the 300 terabytes of media are transferred to secure and accessible storage, and procedures are in place for future electronic deposits.





Office of Strategic Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Strategic Initiatives Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 Spending Plan | | Fiscal 2013 Request | | Fiscal 2012/2013 Net Change | | Percent Change |
|--------------------------------------|------------------|------------------|-----------------------|------------------|------------------------------|------------------|------------------------|------------------|--------------------------------|----------------|-------------------|
| | Spending Plan | | Actual Obligations | | FTE | \$ | FTE | \$ | FTE | \$ | % |
| | FTE | \$ | FTE | \$ | | | | | | | |
| Digital Initiatives | 111 | \$ 23,490 | 102 | \$ 23,068 | 111 | \$ 23,324 | 111 | \$ 23,782 | 0 | \$ 458 | 2.0% |
| NDIIPP | 22 | 3,832 | 21 | 3,799 | 22 | 3,741 | 22 | 3,818 | 0 | 77 | 2.1% |
| TPS | 9 | 7,301 | 8 | 7,042 | 9 | 6,959 | 9 | 7,068 | 0 | 109 | 1.6% |
| Invest in Tech Infrastructure | 0 | 14,820 | 0 | 14,670 | 0 | 12,270 | 0 | 12,509 | 0 | 239 | 1.9% |
| Subtotal, Digital Initiatives | 142 | \$ 49,443 | 131 | \$ 48,579 | 142 | \$ 46,294 | 142 | \$ 47,177 | 0 | \$ 883 | 1.9% |
| Inf Tech Services | 210 | 60,598 | 203 | 60,936 | 213 | 61,443 | 213 | 63,255 | 0 | 1,812 | 2.9% |
| Total, OSI | 352 | \$110,041 | 334 | \$109,515 | 355 | \$107,737 | 355 | \$110,432 | 0 | \$2,695 | 2.5% |

Office of Strategic Initiatives
Summary By Object Class
(Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$ 37,660 | \$ 37,009 | \$ 37,417 | \$ 38,219 | + \$ 802 | 2.1% |
| 11.3 Other than full-time permanent | 169 | 186 | 224 | 229 | + 5 | 2.2% |
| 11.5 Other personnel compensation | 439 | 363 | 388 | 396 | + 8 | 2.1% |
| 11.8 Special personal services payment | 332 | 383 | 383 | 391 | + 8 | 2.1% |
| 12.1 Civilian personnel benefits | 10,035 | 10,301 | 10,346 | 10,651 | + 305 | 2.9% |
| 13.0 Benefits for former personnel | 0 | 0 | 150 | 150 | 0 | 0.0% |
| Total, Pay | \$ 48,635 | \$ 48,242 | \$ 48,908 | \$ 50,036 | + \$1,128 | 2.3% |
| 21.0 Travel & transportation of persons | 226 | 228 | 240 | 243 | + 3 | 1.3% |
| 22.0 Transportation of things | 6 | 4 | 5 | 5 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 1,433 | 1,310 | 1,583 | 1,606 | + 23 | 1.5% |
| 24.0 Printing & reproduction | 150 | 144 | 160 | 162 | + 2 | 1.3% |
| 25.1 Advisory & assistance services | 17,047 | 19,109 | 15,093 | 15,305 | + 212 | 1.4% |
| 25.2 Other services | 11,347 | 9,948 | 9,434 | 9,566 | + 132 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 302 | 302 | 275 | 279 | + 4 | 1.5% |
| 25.7 Operation & maintenance of equipment | 12,220 | 11,436 | 13,480 | 14,411 | + 931 | 6.9% |
| 26.0 Supplies & materials | 237 | 223 | 228 | 231 | + 3 | 1.3% |
| 31.0 Equipment | 12,335 | 12,465 | 13,121 | 13,305 | + 184 | 1.4% |
| 41.0 Grants, subsidies & contributions | 6,103 | 6,104 | 5,210 | 5,283 | + 73 | 1.4% |
| Total, Non-Pay | \$ 61,406 | \$ 61,273 | \$ 58,829 | \$ 60,396 | + \$1,567 | 2.7% |
| Total, OSI | \$110,041 | \$109,515 | \$107,737 | \$110,432 | + \$2,695 | 2.5% |

Office of Strategic Initiatives
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 355 | \$107,737 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 641 |
| Within-grade increases | | 233 |
| One Extra Day | | 196 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 58 |
| Total, Mandatory Pay and Related Costs | 0 | 1,128 |
| Price Level Changes | | 1,567 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 2,695 |
| Total Budget | 355 | \$110,432 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 355 | \$110,432 |



Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Digital Initiatives Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$14,337 | \$14,083 | \$14,087 | \$14,388 | + \$301 | 2.1% |
| 11.3 Other than full-time permanent | 86 | 104 | 129 | 132 | + 3 | 2.3% |
| 11.5 Other personnel compensation | 274 | 143 | 151 | 154 | + 3 | 2.0% |
| 11.8 Special personal services payment | 332 | 370 | 370 | 378 | + 8 | 2.2% |
| 12.1 Civilian personnel benefits | 4,025 | 4,188 | 4,172 | 4,289 | + 117 | 2.8% |
| Total, Pay | \$19,054 | \$18,888 | \$18,909 | \$19,341 | + \$432 | 2.3% |
| 21.0 Travel & transportation of persons | 160 | 183 | 185 | 187 | + 2 | 1.1% |
| 22.0 Transportation of things | 5 | 4 | 5 | 5 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 77 | 65 | 77 | 78 | + 1 | 1.3% |
| 24.0 Printing & reproduction | 75 | 63 | 75 | 76 | + 1 | 1.3% |
| 25.1 Advisory & assistance services | 4,081 | 4,419 | 2,945 | 2,987 | + 42 | 1.4% |
| 25.2 Other services | 10,124 | 9,643 | 9,295 | 9,425 | + 130 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 70 | 93 | 49 | 50 | + 1 | 2.0% |
| 25.7 Operation & maintenance of equipment | 717 | 747 | 717 | 795 | + 78 | 10.9% |
| 26.0 Supplies & materials | 89 | 86 | 89 | 90 | + 1 | 1.1% |
| 31.0 Equipment | 8,888 | 8,285 | 8,738 | 8,860 | + 122 | 1.4% |
| 41.0 Grants, subsidies & contributions | 6,103 | 6,103 | 5,210 | 5,283 | + 73 | 1.4% |
| Total, Non-Pay | \$30,389 | \$29,691 | \$27,385 | \$27,836 | + \$451 | 1.6% |
| Total, Digital Initiatives | \$49,443 | \$48,579 | \$46,294 | \$47,177 | + \$883 | 1.9% |

**Digital Initiatives
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|---------------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 142 | \$46,294 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 245 |
| Within-grade increases | | 89 |
| One Extra Day | | 75 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 23 |
| Total, Mandatory Pay and Related Costs | 0 | 432 |
| Price Level Changes | | 451 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 883 |
| Total Budget | 142 | \$47,177 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 142 | \$47,177 |

Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$47.177 million** for the Digital Initiatives program in fiscal 2013, an increase of \$0.833 million, or 1.9 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| OSI_DI | 142 | \$49,443 | 131 | \$48,579 | 142 | \$46,294 | 142 | \$47,177 | 0 | \$883 | 1.9% |

PROGRAM OVERVIEW

The Office of Strategic Initiatives (OSI) supports the Library's role as a leader in librarianship, research, and scholarship by leading a collaborative, institution-wide effort to develop consolidated plans for the Library's digital future; integrating the delivery of information technology services; and directing the national program for long-term preservation of digital cultural assets.

The Library's work primarily focuses on the acquisition, organization, preservation, and dissemination of information to the Congress, the public, the educational community, researchers, and other libraries. Technology has far-reaching strategic importance to the institution. Through the balanced use of technology, OSI facilitates achievement of the Library's goals by sustaining a forward-looking information technology infrastructure that supports the Library's key business lines and enables constituent interaction. OSI's role in enabling the transformation of the Library in the digital environment supplements the traditional role of Information Technology Service (ITS) to maintain stewardship over the Library's information technology assets, services, and infrastructure. OSI's content management and content delivery programs and services are the workloads carried out under the umbrella structure of the Digital Initiatives (DI) program.

Technological trends suggest that the rapid accumulation of diverse digital holdings with evolving formats and shifting technology platforms will continue. DI provides mission-critical knowledge and expertise about digital content acquisition, distribution, and stewardship, and enhances the Library's networked relationships with the broader cultural communities and constituencies

of the Congress. DI functions as technical steward of the Library's investments in content in digital form and leads the institution's digital content management and Web-based content delivery services. DI provides comprehensive Web-based digital access services, converting analog materials into digital form, archiving strategically targeted Web content, and maintaining technical stewardship of digital content assets. These core DI functions serve as the foundation from which the Library increasingly can broaden its mission impact and reach nationally, in a changing digital landscape. DI supports the Library's digital content access services through a range of programs, including American Memory, World Digital Library, Veterans History, and the National Digital Newspaper Program. These programs enable public access not only to the Library's holdings, but also to those of collaborating national and global partners. DI oversees the Library's national digital content preservation (National Digital Information Infrastructure and Preservation Program, or NDIIPP) and educational outreach (Teaching with Primary Sources, or TPS) programs, both focused on building broad-based external partnerships and relationships in support of the Library's core mission. The collection and preservation of digital content, as well as the educational initiatives begun by DI and supported by the Congress, can lead to broadly shared stewardship roles among national partners. NDIIPP, described in more detail in Appendix E, catalyzes the building of public-private stewardship networks to sustain at-risk cultural heritage digital content. TPS, described in more detail in Appendix F, builds kindergarten through twelfth grade national outreach networks that encourage educational use of the Library's online primary sources.

As digital content that documents the creative output of the nation continues to expand in scale, diversity, and complexity, the Library's existing technical infrastructure continues to be taxed. The congressional support the Library received for the Cyclical Investment in Technical Infrastructure (CITI) has enabled the implementation of institution-wide strategies in support of the Library's digital future. DI's CITI approach is to use the IT governance structure and enterprise architecture framework to integrate, leverage, and connect a set of common enterprise-wide functionalities supported through all three layers of the technical architecture (content delivery, content management, and core technology). CITI investments are tiered and interdependent within the content delivery, content management, and core technology layers of the technical architecture. Content delivery infrastructure is dependent on effective content management infrastructure, which is dependent on a robust core technology infrastructure sustained by ITS. This approach ensures that the future infrastructure optimally supports the accomplishment of the Library's mission goals.

Fiscal 2011 Priority Activities

DI continued to provide technical support and resources for digitizing materials in the Library's collections. To meet the high demand for accessible content, DI balanced quality and productivity objectives and continued to evaluate digital formats best suited for both preservation and access needs. DI maintained ongoing responsibility for leadership of the Federal Agencies Digitization Guidelines Initiative, a group of eighteen agencies working collaboratively to establish common digitization guidelines and approaches. DI coordinated the Library-wide Digital Library Content Group (DLCG), by prioritizing digitization projects in accordance with institutional priorities and directions established by the Web Governance Board. DI continued to work with the Library's service units for the deposit of electronic scholarly journals, digitized historical newspaper collections, and audiovisual collections. DI also continued to support the collection and delivery of web content via web archiving. The collaborative NDIIPP and TPS partnership networks pursued this balanced strategy in the broader national context.

The Library directed \$5.879 million of CITI resources within DI for ITS to implement strategies and planned initiatives for infrastructure investments to enhance the Library's security capabilities for Incident Handling and Response. \$6.785 million of CITI resources were directed to new network, server, and storage equipment and software and expert services for strengthening

infrastructure (core technology). This investment included a focus on expanded higher-speed configurations for content ingest and transfer and initiation of a migration to a new long-term content storage system. \$1.455 million of the CITI resources were allocated to investments in enterprise-wide content management and content delivery, such as support for strengthening commonly-used database platforms. These areas included improving the Library's Web presence and content delivery tools and technologies, expanding DI's ability to receive and process digital content through Copyright mandatory deposits, and continuing enrichment and standardization of metadata to improve search functionality within the content delivery environment.

Fiscal 2012 Priority Activities

DI's top priority in fiscal 2012 is to begin to launch a newly-architected Web presence in support of the Library's strategic goal to provide access to a universal collection of knowledge. The updated Web presence, guided by the Library's Web Governance Board and developed in accordance with the Library's new web strategy and information architecture framework, provides improved content access functionality, leveraging powerful facet-based search, digital object presentation and exploration, and portals. The Web presence builds on consistently-presented content and metadata for improving search, discovery, and navigation from both inside the Library and the Internet.

Another DI objective is to begin testing specific repository services functionality articulated and expanded in fiscal 2011. For example, a workflow for receipt of electronic-only newspapers through Copyright mandatory deposit, building on strengthened content management and core technology investments.

Priorities for 2012 also include scanning of the permanent print edition of the Congressional Record and the remaining collections of presidential papers. In response to budget reductions, OSI will focus on making the best use of internal and external scanning resources, including those of commercial and institutional partners. For digitized content produced under the Library's control, OSI will improve technical processes and workflows to ensure digitized content validity, quality, and sustainability.

DI will perform the above work in careful coordination with the evolving enterprise architecture. The enterprise architecture ultimately will become the authoritative frame of reference that ensures that technology solutions meet the Library's business requirements.

Fiscal 2013 Priority Activities

DI's focus for fiscal 2013 will be to continue support of mission priorities while exploring technical and operational options for handling the growing volumes and complexity of digital content in the future. Core technology, content management, and content delivery work will continue to expand the content collections, metadata, and web elements being made available through the new web presence. This work also will strengthen and improve the automation of the infrastructure workflows for generating, updating, and deploying items to be incorporated into the new web presence. Content will continue to be created in new and varied digital formats and distributed via increasingly mobile end-user technologies. Access functionality and distribution decisions are intertwined with plans for sustainability regardless of the technology platforms. The DI program aims to consider content delivery services in the context of long-term content sustainability needs. The work will include a focus on strengthening the services and tools for consistent management, proactive migration, and monitoring of content to optimize strategic sustainability approaches and workflows. OSI's objective is to design reconfigurable content delivery and content management infrastructure components to handle continued content growth and increased holdings complexity over time. OSI also plans to refresh data with evolving content delivery, network, and storage technology platforms to the extent possible within the Library's strategic goal framework and funding circumstances.

The high volume of content now being accumulated by digital collection programs requires specific tools and processes that will enable users to understand and navigate data on such a large scale. Examples of high-volume collections, with continuing growth both in number of records and size, include more than 250 terabytes of archived web sites and the receipt of more than 6 million tweets an hour. To meet research and reference requirements, it is not practical to present these kinds of collections as a mass of individual items. The unique access (including search, discovery and navigation) and visibility needs of these kinds of collections demand innovative, data-driven approaches to make the content available in new query architectures based on patterns within the data. These state-of-the-art approaches are being explored and used increasingly by data-intensive organizations in all fields and require more powerful parallel distributed, memory-rich computing operations (for indexing, pattern-matching, data distillation, and querying) than have been required for the processing of content previously. OSI will develop a roadmap for requirements for this type of large-scale data discovery, navigation, and reuse in the future.

DI will perform this work in coordination with the evolving enterprise architecture. The enterprise architecture ultimately will become the authoritative frame of reference that ensures that technology solutions meet the Library's business requirements.



Information Technology Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Information Technology Services Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$23,324 | \$22,926 | \$23,330 | \$23,832 | + \$ 502 | 2.2% |
| 11.3 Other than full-time permanent | 82 | 82 | 95 | 97 | + 2 | 2.1% |
| 11.5 Other personnel compensation | 165 | 220 | 237 | 242 | + 5 | 2.1% |
| 11.8 Special personal services payment | 0 | 13 | 13 | 13 | 0 | 0.0% |
| 12.1 Civilian personnel benefits | 6,010 | 6,113 | 6,174 | 6,361 | + 187 | 3.0% |
| 13.0 Benefits for former personnel | 0 | 0 | 150 | 150 | 0 | 0.0% |
| Total, Pay | \$29,581 | \$29,354 | \$29,999 | \$30,695 | + \$ 696 | 2.3% |
| 21.0 Travel & transportation of persons | 66 | 46 | 55 | 56 | + 1 | 1.8% |
| 22.0 Transportation of things | 1 | 0 | 0 | 0 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 1,355 | 1,245 | 1,506 | 1,527 | + 21 | 1.4% |
| 24.0 Printing & reproduction | 76 | 81 | 85 | 86 | + 1 | 1.2% |
| 25.1 Advisory & assistance services | 12,967 | 14,690 | 12,148 | 12,318 | + 170 | 1.4% |
| 25.2 Other services | 1,222 | 305 | 139 | 141 | + 2 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 232 | 209 | 226 | 229 | + 3 | 1.3% |
| 25.7 Operation & maintenance of equipment | 11,503 | 10,689 | 12,763 | 13,617 | + 854 | 6.7% |
| 26.0 Supplies & materials | 148 | 136 | 139 | 141 | + 2 | 1.4% |
| 31.0 Equipment | 3,447 | 4,181 | 4,383 | 4,445 | + 62 | 1.4% |
| Total, Non-Pay | \$31,017 | \$31,582 | \$31,444 | \$32,560 | + \$1,116 | 3.5% |
| Total, ITS | \$60,598 | \$60,936 | \$61,443 | \$63,255 | + \$1,812 | 2.9% |

Information Technology Services
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 213 | \$61,443 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 397 |
| Within-grade increases | | 144 |
| One Extra Day | | 121 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 34 |
| Total, Mandatory Pay and Related Costs | 0 | 696 |
| Price Level Changes | | 1,116 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 1,812 |
| Total Budget | 213 | \$63,255 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 213 | \$63,255 |

Information Technology Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$63.255 million** for Information Technology Services in fiscal 2013, an increase of \$1.812 million, or 2.9 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|---------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| OSI_ITS | 210 | \$60,598 | 203 | \$60,936 | 213 | \$61,443 | 213 | \$63,255 | 0 | \$1,812 | 2.9% |

PROGRAM OVERVIEW

The Library relies on a strong information technology infrastructure to fulfill its mission. Information Technology Services (ITS) maintains the Library's technology infrastructure to support Library program requirements. ITS provides data and voice networks, data processing, data storage, software application development, and data center operations. These resources support the delivery of data to the Congress, Library staff, and the public. ITS proactively monitors the industry's best practices and technologies and invests in initiatives to streamline and strengthen the infrastructure.

ITS determines and manages resource requirements for IT initiatives and services and advises the Chief Information Officer, other Library officials, and counterparts elsewhere in government on IT issues. ITS follows guidelines and procedures memorialized in the Library's Information Resources Management (IRM) plan and related IT governance policies and procedures. ITS aligns the allocation of its resources to Library-wide priorities, which are established by congressional mandates, Library-wide strategic annual objectives, and service units priority annual objectives. Library IT governance is generally informed by Enterprise Architecture activities and investment lifecycle review activities overseen by the Library's Information Technology Steering Committee (ITSC).

Library users increasingly expect to gain access to digital content through modern tools and services. ITS strives to define and provide a modernized infrastructure that makes content available securely and in the manner Library programs and users require through the Library's web site and Internet-based data exchange services.

IT requirements are also driven by the Library's continually expanding acquisitions and production of content in digital form. ITS works with program staff to plan and implement streamlined and automated content management services, which are designed to ensure the integrity and security of content over time while minimizing the long-term costs of content management.

Fiscal 2011 Priority Activities

In fiscal 2011, ITS prioritized its allocation of resources, focusing on initiatives that strengthen IT infrastructure operations, working within the Library's IT governance policies and following specific guidance provided by the ITSC. These initiatives included the following efforts: assessing the physical and electrical capacity of the Library data centers; increasing data network connection speeds in the data center so that incoming data can be moved more quickly among servers for processing; increasing redundant data paths within the data center so that more connections can remain available during maintenance and unplanned outages; and strengthening data storage through the acquisition of a long-term storage system to replace an obsolete system.

ITS devoted management and staff resources to implement four separate Library-wide IT security initiatives: Incident Handling and Response; Two Factor Authentication for off-site email access; continuous monitoring by the Security Operations Center; and improvements in the Library's capacity to react to malicious content in near real-time. These security initiatives represent one of the Library's highest priorities, and they are implemented in coordination with other technology infrastructure investments in order to enhance the Library's ability to respond to the ever changing and

increasingly challenging IT threat environment.

ITS helped implement the initial stages of the Library's Web Governance Board (WGB) strategy for modernizing web site access. ITS support included leading the effort to increase the amount of content made available through the search function of the main web site, loc.gov. This support also included participating in the planning for both the Library's new web presence and the initiation of the new web-based system to deliver legislative information which will replace THOMAS and LIS.

ITS supported activities designed to improve the efficiency of processes that receive, move, and store data. These activities included supporting the Copyright Office's digitization of a portion of the historical copyright record cards, a pilot e-Deposit system to receive electronic journals requested by curatorial Library divisions through the Copyright Office, and the implementation of an end-to-end process for failover and recovery to an alternate computing facility for the Copyright registration system.

Fiscal 2012 Priority Activities

ITS continues to focus on initiatives to improve the technology infrastructure through planning and building new architectures for more efficient and effective use of IT resources. These initiatives include continuing to strengthen the infrastructure data networks within the data centers and planning for a transition to a virtualized environment for both servers and storage, which will allow for more resource-efficient use of the underlying physical equipment. For the Library's voice networks, plans for critical telephone switch infrastructure upgrades are being implemented.

In the area of access to content, ITS will continue to implement the WGB's web presence strategy. This strategy involves working to present Library content more consistently and to provide more access points for search and navigation of the content. ITS is planning to move to a virtualized environment to support the new web presence, making more efficient use of physical servers and storage by following the most current "best practices" in web architecture design.

ITS will leverage improved network connection speeds and improved data movement software tools to address the requirements for long-term storage of this content.

Among its Library-wide IT support efforts, ITS will facilitate the CRS email migration to Microsoft Outlook from the legacy GroupWise email system. ITS also plans to strengthen the Library's IT Continuity of Operations Plan (COOP) activities by expanding off-site capabilities.

Fiscal 2013 Priority Activities

ITS will focus on transitioning to a technology infrastructure designed with virtualized server and storage components. This effort will include a migration to newer servers with more consistent software configurations, which allows server resources to be allocated and re-allocated more quickly and efficiently as needed to meet requirements, such as, increases in web site demand based on a specific event. The effort will also include expanding virtualized storage capacity to meet program requirements for data receiving, processing, moving, and long-term storage

In the support of the Library's priority focus on content access, ITS will continue to work on the deployment of the Library's new web presence. ITS provides resources for improving search and navigation of the Library's web site through automation of processes that generate useful and consistent information (i.e., metadata) about digital content. ITS will continue to build-out the environment and the software platform for the new legislative information delivery system.

In support of the Library's focus on content management, ITS will focus on establishing and operating an increasingly virtualized infrastructure, adding content management software that is able to track content across the enterprise, and expanding the use of automated data movement and inventory software into more workflows. ITS will work with service units to increase the automation of content processing workflows. ITS is building on "best practices" learned from industry and experiences with internal and external content exchanges. Increasing the automation of these workflows will expand the Library's capacity to receive, move, and store a growing number content types and formats, with greater levels of complexity, without requiring a corresponding increase in human resources. Working with content owners in the service units and content service providers, ITS will provide assistance related to the migration of existing content and metadata in consistent formats to the new web presence.

In support of the Congress and legislative information, ITS will work with the Office of Strategic Initiatives Web Services division, under the guidance of the WGB, to complete development of the new legislative information services, which will be designed and deployed as part of the new web presence. This initiative will make available additional content such as historical documents and linked content in other formats, such as video. ITS will also continue to address processing and long-term storage requirements for congressional video.

In conjunction with the U.S. Copyright Office and

to meet requirements from other service units (i.e., Library Services, Law Library, CRS), ITS will provide resources to support a planned expansion of capabilities for acquisition and processing of electronic collections through e-Deposit. ITS will also continue supporting the existing digitization workflow and long-term storage of Copyright historical record cards to meet current content management goals.

To support all service units, ITS will continue monitoring expanded security incident handling and response measures and ensure the program is adequate to respond to evolving threats. In addition, ITS will partner with Library service units to review, refine and support implementation of programs for flexible workplace operations and off-site COOP activities.





Law Library Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$ 8,619 | \$ 8,494 | \$ 8,550 | \$ 8,735 | + \$185 | 2.2% |
| 11.3 Other than full-time permanent | 76 | 63 | 211 | 215 | + 4 | 1.9% |
| 11.5 Other personnel compensation | 86 | 111 | 6 | 7 | + 1 | 16.7% |
| 12.1 Civilian personnel benefits | 2,332 | 2,333 | 2,291 | 2,360 | + 69 | 3.0% |
| 13.0 Benefits for former employees | 0 | 0 | 100 | 100 | 0 | 0.0% |
| Total, Pay | \$11,113 | \$11,001 | \$11,158 | \$11,417 | + \$259 | 2.3% |
| 21.0 Travel & transportation of persons | 60 | 57 | 60 | 61 | + 1 | 1.7% |
| 22.0 Transportation of things | 8 | 6 | 8 | 8 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 46 | 46 | 49 | 50 | + 1 | 2.0% |
| 24.0 Printing & reproduction | 23 | 23 | 25 | 25 | 0 | 0.0% |
| 25.1 Advisory & assistance services | 278 | 319 | 65 | 66 | + 1 | 1.5% |
| 25.2 Other services | 2,385 | 2,087 | 1,648 | 1,666 | + 18 | 1.1% |
| 25.3 Other purch of gds & services from gov acc | 6 | 10 | 12 | 12 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 509 | 458 | 617 | 709 | + 92 | 14.9% |
| 26.0 Supplies & materials | 27 | 27 | 27 | 28 | + 1 | 3.7% |
| 31.0 Equipment | 2,434 | 2,390 | 2,681 | 2,761 | + 80 | 3.0% |
| Total, Non-Pay | \$ 5,776 | \$ 5,423 | \$ 5,192 | \$ 5,386 | + \$194 | 3.7% |
| Total, Law Library | \$16,889 | \$16,424 | \$16,350 | \$16,803 | + \$453 | 2.8% |

Law Library
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 96 | \$16,350 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 148 |
| Within-grade increases | | 53 |
| One Extra Day | | 45 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 13 |
| Total, Mandatory Pay and Related Costs | 0 | 259 |
| Price Level Changes | | 194 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 453 |
| Total Budget | 96 | \$16,803 |
| Total Offsetting Collections | 0 | - 350 |
| Total Appropriation | 96 | \$16,453 |

Law Library

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$16.803 million** for the Law Library program in fiscal 2013, an increase of \$0.453 million, or 2.8 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| LAW | 97 | \$16,889 | 92 | \$16,424 | 96 | \$16,350 | 96 | \$16,803 | 0 | \$453 | 2.8% |

PROGRAM OVERVIEW

The Law Library of Congress (LAW) provides the Congress, executive branch agencies, courts, practicing bar, state and local governments, American businesses, scholars, and others with legal research and reference services related to U. S. federal, state, and local law, and the laws of more than 240 other nations. LAW has amassed the world's largest collection of authoritative legal sources, including more than 2.78 million volumes and approximately 2.5 million microformat and digital items.

The collections and staff expertise of the Law Library of Congress are unique. Certain one-of-a-kind materials are held in the Law Library. 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, attorneys of the Departments of Homeland Security and Justice, and other federal agencies. The foreign-trained lawyers 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 terrorism, national security, and other significant legal issues. It has provided copies of documents that formed the legal foundations for pre-Taliban Afghanistan, pre-Saddam Hussein Iraq, and

nearly the entire reconstruction of the legal patrimony of earthquake-devastated Haiti.

LAW acquires, maintains, organizes, preserves, and provides access to a comprehensive legal collection in both analog and digital formats, building collections of necessary research materials that are not available through copyright deposit, exchange, or federal or state transfer. The collections support the legal research that LAW and the Congressional Research Service provide to the Congress and that LAW provides to the Supreme Court, executive branch agencies, and the nation.

LAW is responsible for the content and future development of THOMAS, the legislative database for the public. LAW also provides electronic legal information products such as the *Century of Lawmaking for a New Nation*, which provides access to historic legislative documents; legal research and collection guides which focus on legal research techniques, events and issues; and a forum for the exchange of legal sources online through which foreign legislatures, international, and multi-national organizations contribute laws, regulations, and related legal materials that are accessible via the Internet.

Ensuring accuracy, authenticity, authoritativeness, and comprehensiveness of legal documents is a challenge which LAW manages on a daily basis to enable the highest quality of objective research and to maintain legal collections from countries and regions of strategic importance to the Congress.

Fiscal 2011 Priority Activities

In response to specific congressional requests, LAW staff members wrote reports and testified; consulted with

Members of the Congress and their staff, the executive branch, and judiciary; and focused on supporting the Congress and educating the public through the provision of online special collections and digital legal resources. LAW also continued its effort to convert the current classification of 800 thousand volumes to Class K. Additionally, it provided instruction to public users and improved navigation for searching the THOMAS database. LAW reassessed the research value to the Congress of a foreign multi-jurisdictional legal database after an independent consultant undertook a full assessment of the database that LAW has been overseeing for more than a decade. Through this assessment LAW determined it could leverage advancements in database technology, better serve congressional strategic priorities for foreign and international legal research, provide a more informed and comprehensive data environment through integrated systems and federated searching, and sustain a capability over the long term at a reasonable cost. LAW developed an eight-year strategic plan and detailed business plan for a virtual law library; led an effort to inventory the training offered by all Capitol Hill offices; and demonstrated strong emphasis on public outreach by hosting and briefing high-level foreign delegations of legal scholars and professionals, organizing and conducting collaborative programs on timely legal issues, and producing and presenting exhibits and research reports. LAW furthered efforts employing Web 2.0 strategies and social media capabilities, thereby showcasing the unique features of its web site content.

Fiscal 2012 Priority Activities

In fiscal 2012, LAW will focus on developing plans and collaborative arrangements to add digitized content to THOMAS and prepare requirements documents in support of the next generation legislative information system platform and services. It also will continue to pursue efforts to complete the classification of 800 thousand volumes to Class K, albeit at a reduced pace. LAW will launch a pilot of LAW.GOV, incorporating

selected content from the Guide to Law Online. LAW will lead a Library of Congress-wide effort to offer coordinated training to selected congressional staff. LAW will pursue a long-term strategic plan and business plan for multi-jurisdictional legal information aligned with Library of Congress-wide digital initiatives, affording the Congress and other constituents the benefits of more timely, targeted, and complete legal knowledge.

Fiscal 2013 Priority Activities

In fiscal 2013, LAW will continue to classify the 800 thousand volumes to Class K to the extent the budget will allow, with the goal of remaining on schedule to classify the entire Law collection by country, subject, and form of material by fiscal 2020. Until classification is complete, legal material is less secure and will not be fully accessible to scholars, practitioners, and the general public. If funding permits, LAW will work to reduce a backlog of more than 1.5 million pages of official gazettes requiring preservation microfilming to avoid further deterioration and loss. LAW will launch a pilot portal to tribal legal content through LAW.GOV and will solicit and analyze feedback from the Library's training program for Members of the Congress and staff and implement enhancements where needed. Working within the broader Library of Congress web enhancement initiatives, LAW will begin to establish LAW.GOV as the vehicle for disseminating information on and providing access to digital legal materials, including metadata standards, research and development, preservation standards, guidelines, and best practices. LAW will focus on strategies to provide access to worldwide legal information via a new business model and information architecture integrated with other applications within the Library of Congress, to include an enhanced research capability that would embrace federated searching technology, thereby leveraging the overall Library of Congress web presence. These efforts support priorities reflected in the *Library of Congress Strategic Plan: Fiscal Years 2011–2016*.



Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of the Librarian Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 00.0 Lapse Reserve | \$ 499 | \$ 0 | \$ 499 | \$ 506 | + \$ 7 | 1.4% |
| Total, Lapse Reserve | \$ 499 | \$ 0 | \$ 499 | \$ 506 | + \$ 7 | 1.4% |
| 11.1 Full-time permanent | \$10,966 | \$10,879 | \$10,767 | \$10,998 | + \$231 | 2.1% |
| 11.3 Other than full-time permanent | 189 | 181 | 213 | 218 | + 5 | 2.3% |
| 11.5 Other personnel compensation | 312 | 330 | 262 | 268 | + 6 | 2.3% |
| 12.1 Civilian personnel benefits | 3,727 | 3,779 | 3,572 | 2,967 | - 605 | -16.9% |
| 13.0 Benefits for former personnel | 125 | 68 | 175 | 175 | 0 | 0.0% |
| Total, Pay | \$15,319 | \$15,237 | \$14,989 | \$14,626 | - \$363 | -2.4% |
| 21.0 Travel & transportation of persons | 48 | 23 | 49 | 50 | + 1 | 2.0% |
| 22.0 Transportation of things | 57 | 49 | 56 | 57 | + 1 | 1.8% |
| 23.3 Communication, utilities & misc charges | 158 | 151 | 158 | 161 | + 3 | 1.9% |
| 24.0 Printing & reproduction | 229 | 198 | 218 | 221 | + 3 | 1.4% |
| 25.1 Advisory & assistance services | 2,054 | 2,838 | 1,900 | 1,927 | + 27 | 1.4% |
| 25.2 Other services | 1,424 | 360 | 1,368 | 1,387 | + 19 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 30 | 24 | 30 | 30 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 272 | 272 | 269 | 310 | + 41 | 15.2% |
| 26.0 Supplies & materials | 99 | 58 | 88 | 89 | + 1 | 1.1% |
| 31.0 Equipment | 284 | 325 | 119 | 120 | + 1 | 0.8% |
| 42.0 Insurance claims & indemnities | 3 | 0 | 3 | 3 | 0 | 0.0% |
| Total, Non-Pay | \$4,658 | \$4,298 | \$4,258 | \$4,355 | + \$ 97 | 2.3% |
| Total, Office of the Librarian | \$20,476 | \$19,535 | \$19,746 | \$19,487 | - \$259 | - 1.3% |

**Office of the Librarian
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|---------------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 320 | \$19,746 |
| Non-recurring Costs | | |
| Reduction of Unfunded authorized FTEs | -150 | 0 |
| Total, Non-recurring Costs | -150 | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 189 |
| Within-grade increases | | 68 |
| One Extra Day | | 58 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 16 |
| Abolishment of Workers' Compensation annual base | | - 694 |
| Total, Mandatory Pay and Related Costs | 0 | - 363 |
| Price Level Changes | | 104 |
| Program Increases | | 0 |
| Net Increase/Decrease | - 150 | - \$ 259 |
| Total Budget | 170 | \$19,487 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 170 | \$19,487 |

Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$19.487 million** for the Office of the Librarian in fiscal 2013, a net decrease of \$0.259 million, or -1.3 percent, under fiscal 2012. This decrease supports mandatory pay related and price level increases of \$0.435 million, with an offset of (\$0.694 million) for elimination of the Library's Workers' Compensation base funding. Over the previous two fiscal years, the Library's LC, S&E budget has sustained total base cuts of \$26.058 million, or a net decrease of 6 percent. Over the same period the authorized FTE ceiling has remained unchanged at 2,492. The Library is requesting that the authorized FTE ceiling for LC, S&E be reset to 2,342, a decrease of 150 authorized FTEs, or 6.0 percent, to reflect a more accurate alignment of authorized FTEs with the resources available to support FTEs.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | | Percent Change | | |
|-------------------|---------------|----------|--------------------|----------|------------------------------|------------------------|--------------------------------|----------|-------------------|--------|-------|
| | Spending Plan | | Actual Obligations | | | | FTE | \$ | | FTE | \$ |
| | FTE | \$ | FTE | \$ | FTE | \$ | | | FTE | | |
| LIBN | 179 | \$20,476 | 106 | \$19,535 | 320 | \$19,746 | 170 | \$19,487 | -150 | -\$259 | -1.3% |

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, the Chief of Staff, and program and administrative staff provide executive management. The Librarian of Congress is the chairperson and the Chief of Staff is a member of the Library's Executive Committee (EC). The Librarian's Office is responsible for the following offices:

Congressional Relations Office (CRO): Develops and implements the Library's legislative and outreach strategies for the majority of Library operations and events and coordinates a variety of services for the Congress.

Development Office (DEV): Conducts, coordinates, and tracks fundraising activities to support the Librarian's priorities, spanning acquisitions, cultural programs, educational outreach activities, and events.

Communications Office (PAO): Maintains, develops, enhances, and expands the Library's communications and public relations functions with the Congress, the American public, news media, and Library employees.

Office of the Chief Financial Officer (OCFO): Provides centralized strategic planning, annual planning, performance assessment, risk management, budgeting,

accounting, disbursing, and reporting services for the Library's appropriated, gift, trust, revolving, and reimbursable funds and serves as liaison with the House and Senate committees on Appropriations of the U.S. Congress in areas relating to the Library's financial functions.

Office of General Counsel (OGC): Provides legal counsel to Library management on operations 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 showcases its programs, collections, and exhibitions.

Fiscal 2011 Priority Activities

The Library developed a new Planning and Budgeting Framework that identifies specific objectives and measures and assigns responsibility and accountability for achieving the goals of the strategic plan. A key element of the Framework is the annual objectives which represent the incremental steps that need to be accomplished and properly resourced in order to achieve the Strategic Plan's intended results. The Library also developed a new online budget system to enhance transparency in Library service unit spending plans.

The Web Governance Board (WGB), chaired by the

Chief of Staff, produced a new unifying information architecture that translates the Library's Web strategy into structural, search, and navigation systems. Work continued on the new architecture in fiscal 2011, beginning with a redesigned Library of Congress home page and enhanced search capability.

CRO provided a variety of services to the Congress in support of their representational and legislative responsibilities. CRO strengthened relationships between the Congress and the Library through collaborations with the Library of Congress Caucus and through outreach and visits to the offices of new Members of the 112th Congress. CRO presented legislation and approvals sought by the Library, facilitated support for the fiscal 2012 budget and provided timely responses to constituent inquiries. In fiscal 2011, outreach to congressional offices about education programs and resources, services, events increased substantially.

DEV supported the Librarian's efforts to secure funding from the private sector for priority projects such as the Residential Scholars Center which will provide affordable accommodations for those who seek to use the resources of the Library of Congress, and the National Book Festival which has become an expected feature on Washington, D.C.'s literary scene. The Development Office provided critical oversight of the James Madison Council which provided key support to develop the Library's collections and funding for the popular Gateway to Knowledge traveling exhibition that visited 90 communities in 34 states.

With a structure reflecting the goals of the Library's Strategic Plan, PAO produced the 2010 Library of Congress Annual Report to the Congress. The office also supported and performed outreach for such major Library activities as the Library's "Gateway to Knowledge" traveling exhibition tour, to more than 90 towns across the eastern U.S., which featured numerous appearances by Members of Congress; "The Last Full Measure," an exhibition of Civil War tintypes and ambrotypes; the launch of the "National Jukebox," an historic music-streaming web site which has proven very popular with the public; and the National Book Festival, which went to two days in 2011. The Office also continued its expanding public outreach through such social-media outlets as blogs, Facebook, Twitter, Flickr, YouTube and iTunesU, and kept the Library's staff informed through the weekly Library of Congress Gazette. The Office initiated the process to upgrade and renovate the Library's longtime magazine for the public, the Library of Congress Information Bulletin.

The OGC met its primary goal of anticipating and

meeting the Library's legal needs, managing the legal aspects of budget developments (including shutdown planning), human capital management (including the VERA/VSIP implementation), records management planning, the WGB, the Residential Scholars Center, the National Book Festival, e-Deposit, and web archiving. OGC launched a redesigned page on the LC staff intranet. OGC also engaged in substantial litigation, in particular on constitutional aspects of the Copyright Royalty Judges and pending employment discrimination cases, one of which required an appeal to the District of Columbia Circuit.

OSEPP coordinated 384 special events held in various library spaces, including 184 Library-sponsored events. The office also coordinated 128 Congressional events held at the Library including 13 in January related to the swearing in of Members of the new Congress. A number of events sponsored by either the Library or outside organizations involved the participation of The First Lady, Heads of State, Members of the Supreme Court, Cabinet members, and Ambassadors.

Fiscal 2012 Priority Activities

The Librarian's Office will continue to oversee Library management and track progress made on the priorities established in fiscal 2011.

OCFO will complete the implementation of the Planning and Budgeting Framework developed in fiscal 2011. The new budget system will be populated with spending plan data from Library service units. Monthly performance meetings will provide visibility and accountability for achieving the 2012 Library Annual Plan. Implementation of these planning and budgeting processes and systems increasingly will provide senior leadership with useful and timely information that will enable them to make meaningful decisions and to allocate resources effectively to support the Library's core mission and priority objectives. Progress against the Library's Strategic Plan annual objectives will be tracked throughout the year, and results will be compiled in a performance and accountability report.

The WGB will maintain oversight of the technical work to implement the Library's information architecture strategy, that includes the release of a beta legislative information system with modern web architecture and improvements to the search and navigation of National Library content. The WGB will ensure that the Library has criteria defined for online user satisfaction and for baseline target indicators, and that measurements of these criteria inform decisions affecting the web presence. The WGB will develop governance structures to maintain and

enrich the new web presence through the Library's daily operations.

CRO will continue to strengthen relationships between the Congress and the Library, in particular through collaborations with the Library of Congress Caucus. The Office will present legislation and approvals sought by the Library, facilitate support for the fiscal 2013 and fiscal 2014 budgets, provide timely responses to constituent inquiries, and continue to meet with oversight committee staff to provide briefings of interest to the committees. CRO will continue to inform congressional offices and committees about education programs and resources, services, and events; refine its targeted outreach strategies; update senior managers on legislative issues affecting the Library; consult with service units about projects affecting the Library's service to the Congress; and build out the intranet site available exclusively to Members of the Congress and their staff to obtain information and service from the Library (LCNet) with information about Library service unit training and events of particular interest to congressional users.

DEV will continue to support the Librarian's efforts to cultivate and expand the impact of the James Madison Council through their funding of a broad range of programs including acquisitions and development of the collections, exhibitions, special outreach programs, internships, symposia, conferences and scholarly programs, electronic initiatives and special publications. The Development Office will identify funding sources for the Library's priority projects including the two-day National Book Festival in September, the World Digital Library initiative and the Junior Fellows Internship Program.

PAO will continue to produce the Library's Annual Report to the Congress and to launch the new, bimonthly magazine of the Library of Congress, bringing a fresh perspective and more lively writing to stories about the Library's service to Congress and support of Americans' access to the Library's rich resources and the creativity it spurs. The Office also will provide public outreach as the Library awards a new Kluge Prize for lifetime achievement in the study of humanity; a new Library of Congress Gershwin Prize for Popular Song; and to the launches of Library exhibitions including one on the centennial of the Japanese gift of cherry trees to the green spaces of Washington, D.C. and another bringing forward the Library's rich collections on the Civil War, to commemorate the conflict's sesquicentennial.

The OGC anticipates particular focus on legal aspects of budget developments, human capital management, contracting, records management, the Residential

Scholars Center, the National Book Festival, third party digitization policy, digital research access, e-Deposit, and web archiving. The OGC also will address the legal aspects of the triennial Digital Millennium Copyright Act (DMCA) anti-circumvention rulemaking and the standardization of gift, deposit, and cooperative agreements and of legal forms used throughout the Library, including surplus property, passes, permissions, and releases. Fiscal 2012 may require substantial litigation work, in particular on the constitutional aspects of the Copyright Royalty Judges and the Register of Copyrights, a significant case on personal liability of federal managers and First Amendment issues, and employment discrimination cases.

OSEPP will continue to coordinate a broad range of special events for the Library, Members of Congress, and outside organizations. These will continue to focus on events related to educational outreach, the Library's collections, and strengthening relationships with major donors who share an interest in the Library's mission. Major events the office will coordinate during fiscal 2012 include the Gershwin Prize for Popular Song, The Kluge Prize, meetings of the Madison Council, events in conjunction with the National Book Festival, the American Society of Composers, Authors and Publishers (ASCAP) event, and events sponsored by outside organizations that have supported various Library initiatives or donated major collections such as the Herblock Foundation.

Fiscal 2013 Priority Activities

The Librarian's Office will continue to oversee Library management and track progress made on established priorities using the 2013 Library Annual Plan and monthly performance meetings.

The Library will continue to use and refine the Planning and Budgeting Framework to ensure that the entire Library is directing a common focus on achieving a discrete number of objectives that will lead to the intended results of the Strategic Plan. The new budget system will be fully operational in fiscal 2013 and will give senior leadership concrete data on spending across the Library that will inform decisions on the allocation of declining resources to the highest priority objectives.

The Librarian's Office will oversee implementation of key aspects of its new Web strategy which will continue to improve the user experience. The modern web architecture designed and developed in 2011 will be the base for further enhancements. Improvements in the searching of legislative data, the navigation between related Library content and the access to Copyright

Office services and records will be introduced.

DEV will continue to develop strategies to identify, develop, and cultivate resources from the private sector that support the Librarian's vision of growing the collections and making them freely available to the United States Congress and people everywhere. The Development Office will aim to maintain the strength of the James Madison Council as well as foster understanding and support among foundations, corporations, and individuals. The Development Office will assist achievement of these goals through donor development, stewardship, prospecting, utilization of technology, as well as working in coordination with other Library offices.

PAO will continue to produce the Library's Annual Report to the Congress, the bi-monthly Library of Congress magazine, and the weekly Library of Congress

Gazette. The Office will also provide continued public outreach for major Library activities such as the National Book Festival; the Kluge Prize; the Library of Congress Gershwin Prize for Popular Song; and exhibitions. PAO will continue to provide public and staff information and outreach on matters of significance to the Congress, the Library community, researchers and other users and will support the operations of the Office of the Librarian and the greater Library of Congress. The Office will also continue its expanding public outreach through such social-media outlets as blogs, Facebook, Twitter, Flickr, YouTube and iTunesU.

OSEPP will continue to coordinate a broad range of special events for the Library, Members of Congress, and outside organizations. These will continue to focus on events related to educational outreach, the Library's collections, and strengthening relationships with major donors who share an interest in the Library's mission.



Office of Support Operations

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Support Operations Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 Spending Plan | | Fiscal 2013 Request | | Fiscal 2012/2013 Net Change | | Percent Change |
|--|------------------|-----------------|-----------------------|-----------------|------------------------------|-----------------|------------------------|-----------------|--------------------------------|----------------|-------------------|
| | Spending Plan | | Actual Obligations | | FTE | \$ | FTE | \$ | FTE | \$ | |
| | FTE | \$ | FTE | \$ | | | | | | | |
| OSO - Basic | 67 | \$15,626 | 56 | \$15,231 | 65 | \$16,111 | 65 | \$16,419 | 0 | \$308 | 1.9% |
| HRS | 65 | 10,212 | 62 | 10,006 | 61 | 9,511 | 61 | 9,709 | 0 | 198 | 2.1% |
| ISS | 156 | 29,112 | 152 | 28,937 | 148 | 28,057 | 148 | 28,852 | 0 | 795 | 2.8% |
| Total, Office of Support Operations | 288 | \$54,950 | 270 | \$54,174 | 274 | \$53,679 | 274 | \$54,980 | 0 | \$1,301 | 2.4% |

Office of Support Operations
Summary By Object Class
(Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$22,594 | \$22,111 | \$21,750 | \$22,221 | + \$ 471 | 2.2% |
| 11.3 Other than full-time permanent | 97 | 67 | 52 | 53 | + 1 | 1.9% |
| 11.5 Other personnel compensation | 453 | 436 | 408 | 416 | + 8 | 2.0% |
| 12.1 Civilian personnel benefits | 6,617 | 6,517 | 6,335 | 6,522 | + 187 | 3.0% |
| 13.0 Benefits for former personnel | 0 | 0 | 300 | 300 | 0 | 0.0% |
| Total, Pay | \$29,761 | \$29,131 | \$28,845 | \$29,512 | + \$ 667 | 2.3% |
| 21.0 Travel & transportation of persons | 85 | 43 | 65 | 66 | + 1 | 1.5% |
| 22.0 Transportation of things | 4 | 2 | 3 | 3 | 0 | 0.0% |
| 23.1 Rental payments to GSA | 2,422 | 2,335 | 3,207 | 3,682 | + 475 | 14.8% |
| 23.2 Rental payments to others | 13 | 13 | 11 | 14 | + 3 | 27.3% |
| 23.3 Communication, utilities & misc charges | 777 | 744 | 569 | 404 | - 165 | - 29.0% |
| 24.0 Printing & reproduction | 253 | 132 | 146 | 148 | + 2 | 1.4% |
| 25.1 Advisory & assistance services | 1,049 | 874 | 559 | 567 | + 8 | 1.4% |
| 25.2 Other services | 8,101 | 7,861 | 7,785 | 7,894 | + 109 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 2,186 | 1,744 | 1,951 | 1,993 | + 42 | 2.2% |
| 25.4 Operation & maintenance of facilities | 7,617 | 7,358 | 7,058 | 7,157 | + 99 | 1.4% |
| 25.6 Medical care | 12 | 13 | 20 | 20 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 1,544 | 1,635 | 1,607 | 1,640 | + 33 | 2.1% |
| 26.0 Supplies & materials | 372 | 332 | 342 | 347 | + 5 | 1.5% |
| 31.0 Equipment | 754 | 1,870 | 1,511 | 1,533 | + 22 | 1.5% |
| 32.0 Land and Structures | 0 | 87 | 0 | 0 | 0 | 0.0% |
| Total, Non-Pay | \$25,189 | \$25,043 | \$24,834 | \$25,468 | + \$ 634 | 2.6% |
| Total, Office of Support Operations | \$54,950 | \$54,174 | \$53,679 | \$54,980 | + \$1,301 | 2.4% |

Office of Support Operations
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 274 | \$53,679 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 383 |
| Within-grade increases | | 136 |
| One Extra Day | | 115 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 33 |
| Total, Mandatory Pay and Related Costs | 0 | 667 |
| Price Level Changes | | 634 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 1,301 |
| Total Budget | 274 | \$54,980 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 274 | \$54,980 |



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 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|--|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$6,127 | \$5,751 | \$6,643 | \$6,785 | + \$142 | 2.1% |
| 11.3 Other than full-time permanent | 31 | 17 | 30 | 31 | + 1 | 3.3% |
| 11.5 Other personnel compensation | 149 | 156 | 358 | 366 | + 8 | 2.2% |
| 12.1 Civilian personnel benefits | 1,616 | 1,554 | 1,694 | 1,748 | + 54 | 3.2% |
| Total, Pay | \$7,923 | \$7,478 | \$8,725 | \$8,930 | + \$205 | 2.3% |
| 21.0 Travel & transportation of persons | 40 | 18 | 54 | 55 | + 1 | 1.9% |
| 22.0 Transportation of things | 1 | 1 | 1 | 1 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 186 | 175 | 179 | 182 | + 3 | 1.7% |
| 24.0 Printing & reproduction | 86 | 27 | 37 | 37 | 0 | 0.0% |
| 25.1 Advisory & assistance services | 684 | 466 | 207 | 210 | + 3 | 1.4% |
| 25.2 Other services | 3,988 | 3,598 | 3,334 | 3,381 | + 47 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 427 | 432 | 415 | 421 | + 6 | 1.4% |
| 25.7 Operation & maintenance of equipment | 1,478 | 1,467 | 1,478 | 1,498 | + 20 | 1.4% |
| 26.0 Supplies & materials | 212 | 195 | 217 | 220 | + 3 | 1.4% |
| 31.0 Equipment | 601 | 1,374 | 1,464 | 1,484 | + 20 | 1.4% |
| Total, Non-Pay | \$7,703 | \$7,753 | \$7,386 | \$7,489 | + \$103 | 1.4% |
| Total, Office of Support Operations - Basic | \$15,626 | \$15,231 | \$16,111 | \$16,419 | + \$308 | 1.9% |

**Office of Support Operations Basic
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 65 | \$16,111 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 117 |
| Within-grade increases | | 43 |
| One Extra Day | | 36 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 9 |
| Total, Mandatory Pay and Related Costs | 0 | 205 |
| Price Level Changes | | 103 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 308 |
| Total Budget | 65 | \$16,419 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 65 | \$16,419 |

Office of Support Operations Basic

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$16.419 million** for the Office of Support Operations Basic in fiscal 2013, an increase of \$0.308 million, or 1.9 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | % |
| OSO_BASIC | 67 | \$15,626 | 56 | \$15,231 | 65 | \$16,111 | 65 | \$16,419 | 0 | \$308 | 1.9% |

PROGRAM OVERVIEW

The Office of Support Operations (OSO) provides centralized leadership and management of essential infrastructure services that support the operational requirements of the entire Library, including human capital management; personnel security and asset protection; contracts and grants; equal opportunity; building management, safety, logistics and transportation; mail processing; the administrative copier program; and management of facilities not located on Capitol Hill. OSO is the Library's primary liaison for interagency coordination with the Architect of the Capitol, the U.S. Capitol Police, Office of Personnel Management, General Services Administration, and the Legislative Branch Chief Administrative Officers Council.

In support of the Library's strategic goals to lead and work collaboratively and to manage proactively for demonstrable results, OSO has implemented a unified management approach to achieve economy, efficiency, and synergy across previously decentralized infrastructure services. In partnership with customers, OSO evaluates requirements, identifies solutions, and ensures that available resources are directed strategically to the Library's highest operating priorities.

OSO provides infrastructure services that enable service units and programs to accomplish the Library's mission and annual objectives through the following program offices:

Office of Security and Emergency Preparedness (OSEP): Safeguards the Library's collections, facilities, assets, and information. Additionally, it manages

the personnel security and suitability programs, and implements the Library's Emergency Preparedness Program.

Office of Opportunity, Inclusiveness and Compliance (OIC): Fosters diversity and fairness, establishes policies, directives, procedures, and systems to support a workplace that is free of discrimination and retaliation and that values fairness, inclusiveness, and equality.

Office of Contracts and Grants Management (OCGM): Provides the professional body of knowledge and support that enables the Library to procure goods and services, to provide direct financial assistance through grants and fellowships, and to acquire databases and publications under the Library's Federal Library and Information Network (FEDLINK) Program.

Human Resources Services (HRS): Develops, implements, and evaluates workforce management policies, procedures, and systems in support of 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 business smoothly.

The OSO Basic budget covers the operations of OSO management and administration, OSEP, OIC, and OCGM.

Fiscal 2011 Priority Activities

To position itself to absorb budget cuts and price increases, OSO took action in fiscal 2011 to achieve

economies and efficiencies across the board through program adjustments, business process reengineering, technology integration, and workforce development, including workforce reductions through the Library's VERA/VSIP Program. OSO senior leadership and program managers, working with an expert management consultant, began conducting assessments needed to develop actionable strategies to perform mission-oriented business functions in the most effective and economical way, including possible strategies for realignment, reengineering and technology integration that could reduce or reshape the current multi-sector workforce.

OSO's Office of Contracts Management (OCM) supported the Library's mission by awarding \$210 million in contracts and accompanying actions for products and services, including approximately \$41 million (28 percent) awarded to small businesses, \$11 million (12 percent) awarded to women-owned businesses, and \$5.4 million (3 percent) awarded to small disadvantaged and minority-owned businesses. In fiscal 2011, OCM worked in collaboration with service units to establish a 15-month acquisition program period to improve procurement planning and timeliness. The Office of Grants Management (OGM) awarded approximately \$6.6 million in grants and conducted program oversight and assisted Library program offices in receiving foreign scholars.

OSEP focused on leadership of the Library's Emergency Preparedness Program, enhancing the security of Library buildings and collections, and strengthening the employment suitability and personal security programs. OIC continued its implementation of the *Library's Multi-Year Affirmative Employment Program Plan: 2011–2016* (MYAEPP).

Fiscal 2012 Priority Activities

In fiscal 2012, OSO will continue to focus its resources on the Library's strategic goals of collaboration and proactive management. OCGM will review and retool critical business processes, procedures, internal controls, technology enhancements, and staff capability related to the procurement program. OCM will continue to collaborate with the Library's Office of the Chief Financial Officer to enhance the integration of acquisition planning into the Library's budget planning and execution framework. OSEP will continue to focus on safeguarding the Library's staff, collections, and facilities including testing off-site continuity of operations activities and the Emergency Preparedness Program. OIC will collaborate with managers and supervisors to implement the second year of the MYAEPP providing recommendations for the recruitment and hiring of a more diverse workforce.

Fiscal 2013 Priority Activities

In fiscal 2013, OSO will continue to focus its resources on the Library's strategic goals of collaboration and proactive leadership. OCGM will continue implementation of business process changes, provide Contracting Officer Representatives (COR) oversight and certification training, and evaluate annual acquisition planning. OIC will focus on its core mission including collection and assessment of data required by the MYAEPP, provision of recommendations and support to the recruitment, hiring and retention of a diverse workforce, and provision of essential training for managers and staff. OSEP will focus on refining the Collections Security Program's three components: physical security, preservation and inventory management, and refine programs for flexible workplace and off-site Continuity of Operations.



Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Human Resources Services Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$5,528 | \$5,449 | \$5,036 | \$5,145 | + \$109 | 2.2% |
| 11.3 Other than full-time permanent | 35 | 23 | 0 | 0 | 0 | 0.0% |
| 11.5 Other personnel compensation | 127 | 98 | 0 | 0 | 0 | 0.0% |
| 12.1 Civilian personnel benefits | 1,773 | 1,749 | 1,643 | 1,693 | + 50 | 3.0% |
| 13.0 Benefits for former employees | 0 | 0 | 75 | 75 | 0 | 0.0% |
| Total, Pay | \$7,463 | \$7,319 | \$6,754 | \$6,913 | + \$159 | 2.4% |
| 21.0 Travel & transportation of persons | 10 | 3 | 10 | 10 | 0 | 0.0% |
| 22.0 Transportation of things | 1 | 1 | 1 | 1 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 19 | 18 | 19 | 19 | 0 | 0.0% |
| 24.0 Printing & reproduction | 94 | 39 | 34 | 35 | + 1 | 2.9% |
| 25.1 Advisory & assistance services | 143 | 222 | 143 | 145 | + 2 | 1.4% |
| 25.2 Other services | 792 | 1,217 | 1,215 | 1,232 | + 17 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 1,598 | 1,114 | 1,301 | 1,319 | + 18 | 1.4% |
| 26.0 Supplies & materials | 37 | 42 | 5 | 5 | 0 | 0.0% |
| 31.0 Equipment | 55 | 31 | 29 | 30 | + 1 | 3.4% |
| Total, Non-Pay | \$2,749 | \$2,687 | \$2,757 | \$2,796 | + \$ 39 | 1.4% |
| Total, Human Resources Services | \$10,212 | \$10,006 | \$9,511 | \$9,709 | + \$198 | 2.1% |

Human Resources Services
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|---------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 61 | \$9,511 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 94 |
| Within-grade increases | | 31 |
| One Extra Day | | 27 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 7 |
| Total, Mandatory Pay and Related Costs | 0 | 159 |
| Price Level Changes | | 39 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 198 |
| Total Budget | 61 | \$9,709 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 61 | \$9,709 |

Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$9.709 million** for Human Resources Services in fiscal 2013, an increase of \$0.198 million, or 2.1 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|---------|-------------|---------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| OSO_HRS | 65 | \$10,212 | 62 | \$10,006 | 61 | \$9,511 | 61 | \$9,709 | 0 | \$198 | 2.1% |

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 recruit, hire, and retain a talented and diverse workforce. It also administers the Library's pay, leave, and benefits programs; provides benefits, retirement, and employee assistance consultation; offers centralized training, staff development, and coaching support; initiates and manages a variety of negotiations with the Library's three unions; investigates union and employee grievances and represents management at arbitration hearings; and provides the Library's leadership and staff with expert consultation and guidance on the full range of human capital strategies and methods to ensure a high performing organization.

Fiscal 2011 Priority Activities

In fiscal 2011, HRS managed the Library's Voluntary Separation Incentive Payment (VSIP) and Voluntary Early Retirement Authority (VERA) programs. This initiative included drafting requests to the Congress and Office of Personnel Management, negotiating agreements with the Library's unions, holding numerous briefings for staff, providing individual counseling sessions for those contemplating the VSIP/VERA options, and administering the application process. HRS also published the *Fiscal 2011–2016 Human Capital Management Plan* (HCMP), which links the Library's human capital efforts to its strategic goals. HRS expanded online learning resources for staff through LOC Skillport. The Library graduated 10 Library staff

in GS-11 through GS-13 positions from the Leadership Development Program and 56 Library staff in GS-2 through GS-9 positions from the Career Development Program.

Fiscal 2012 Priority Activities

In fiscal 2012, HRS supported the separations of 186 staff under the VSIP/VERA programs. HRS also will continue to partner with the Library to begin implementation of the Library's multi-year HCMP, which emphasizes strategic alignment, accountability, leadership and knowledge management, results-oriented performance culture, and talent and acquisition management. This partnership also will include implementing numerous planned initiatives to enhance supervisory selection, training and development, performance management, and communication with senior leadership. HRS also will support Library continuity of operations through enhanced telework opportunities.

Fiscal 2013 Priority Activities

In fiscal 2013, HRS will continue its leadership role with the Library-wide Human Resources Planning Board, ensuring that the Library meets the HCMP's specific measurable, actionable, and time-bound performance indicators. HRS also will enhance the Library's succession planning management efforts by preparing Library employees at the GS-14 and GS-15 levels for future senior-level leadership opportunities. In addition, HRS will continue to collaborate with managers and supervisors to link performance management systems to the Library's strategic goals and organizational annual plans.



Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Integrated Support Services Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$10,938 | \$10,911 | \$10,071 | \$10,291 | + \$220 | 2.2% |
| 11.3 Other than full-time permanent | 31 | 27 | 21 | 21 | 0 | 0.0% |
| 11.5 Other personnel compensation | 177 | 182 | 50 | 51 | + 1 | 2.0% |
| 12.1 Civilian personnel benefits | 3,228 | 3,214 | 2,999 | 3,082 | + 83 | 2.8% |
| 13.0 Benefits for former personnel | 0 | 0 | 225 | 225 | 0 | 0.0% |
| Total, Pay | \$14,374 | \$14,334 | \$13,366 | \$13,670 | + \$304 | 2.3% |
| 21.0 Travel & transportation of persons | 35 | 22 | 1 | 1 | 0 | 0.0% |
| 22.0 Transportation of things | 1 | 0 | 0 | 0 | 0 | 0.0% |
| 23.1 Rental payments to GSA | 2,422 | 2,335 | 3,207 | 3,682 | + 475 | 14.8% |
| 23.2 Rental payments to others | 13 | 13 | 11 | 14 | + 3 | 27.3% |
| 23.3 Communication, utilities & misc charges | 573 | 551 | 371 | 203 | - 168 | - 45.3% |
| 24.0 Printing & reproduction | 73 | 66 | 75 | 76 | + 1 | 1.3% |
| 25.1 Advisory & assistance services | 222 | 187 | 209 | 212 | + 3 | 1.4% |
| 25.2 Other services | 3,321 | 3,046 | 3,236 | 3,281 | + 45 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 162 | 198 | 235 | 254 | + 19 | 8.1% |
| 25.4 Operation & maintenance of facilities | 7,617 | 7,358 | 7,058 | 7,157 | + 99 | 1.4% |
| 25.6 Medical care | 12 | 13 | 20 | 20 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 65 | 167 | 130 | 142 | + 12 | 9.2% |
| 26.0 Supplies & materials | 123 | 95 | 120 | 122 | + 2 | 1.7% |
| 31.0 Equipment | 99 | 465 | 18 | 18 | 0 | 0.0% |
| 32.0 Land and Structures | 0 | 87 | 0 | 0 | 0 | 0.0% |
| Total, Non-Pay | \$14,738 | \$14,603 | \$14,691 | \$15,182 | + \$491 | 3.3% |
| Total, Integrated Support Services | \$29,112 | \$28,937 | \$28,057 | \$28,852 | + \$795 | 2.8% |

Integrated Support Services
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|---------------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 148 | \$28,057 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 173 |
| Within-grade increases | | 62 |
| One Extra Day | | 53 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 16 |
| Total, Mandatory Pay and Related Costs | 0 | 304 |
| Price Level Changes | | 491 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 795 |
| Total Budget | 148 | \$28,852 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 148 | \$28,852 |

Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$28.852 million** for Integrated Support Services in fiscal 2013, an increase of \$0.795 million, or 2.8 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| OSO_ISS | 156 | \$29,112 | 152 | \$28,937 | 148 | \$28,057 | 148 | \$28,852 | 0 | \$795 | 2.8% |

PROGRAM OVERVIEW

Integrated Support Services (ISS) is responsible for the long range facility planning and day-to-day facility operations, space planning, occupational health, logistics, centralized office systems, fixed asset management, and safety services that enable the Library to achieve its mission. In partnership with the Architect of the Capitol (AOC), ISS ensures that the buildings are maintained for the safety of both staff and the collections.

Fiscal 2011 Priority Activities

In support of the Library of Congress's Collection Storage program, ISS continued work on the Library of Congress Jurisdiction Plan component of the AOC Master Plan for the Capitol Complex and the *Library of Congress Fiscal Year 2011 – 2016 Facility Plan*. Working with the AOC, ISS supported the Library's John Adams Building Rain Leader Project, a priority for both the staff and the collections. Life safety projects included continued modernization of the James Madison Building elevators and placement of strobe lights to alert disabled staff and visitors to emergency evacuations. ISS successfully completed the implementation of networking and other upgrades to the Library's Administrative Copier Program and improved the Records Management Program by assigning and training Records Coordinators and Records Liaisons for all Service Units. ISS expanded its Facility Asset Management Enterprise (FAME) automated system by conducting testing, refinement, and validation of user requirements for the asset control module. ISS also continued to support the Library's collections management operations through improved space utilization at the Landover warehouse and movement of collection materials to storage facilities at Ft. Meade.

Fiscal 2012 Priority Activities

In support of the Library's Strategic Plan, ISS will continue to focus on long term collection storage options; implementation of the *Library of Congress Fiscal Year 2011 – 2016 Facility Plan*, the multi-year renovation of the Library Services Acquisitions and Bibliographic Access (ABA) space, implementation of the Asset Management Tracking System, and provision of essential facility design and construction support. ISS will continue to work with Library Services to transport to storage facilities at Ft. Meade all designated special collection materials, while also identifying and re-fitting space to accommodate additional collection materials in its Capitol Hill facilities. ISS will continue to improve the Records Management Program by scheduling general and program records for 50 percent of Library divisions/offices and sending proposed records schedules to the National Archives and Records Administration (NARA). ISS will support the AOC in executing scheduled fire and life safety projects including, fire suppression, fire alarm, passive fire protection, smoke control, and egress improvement. ISS will continue implementing its FAME system in the areas of fixed asset management to improve the management and control of space and property.

Fiscal 2013 Priority Activities

ISS will focus on implementing the *Library of Congress Fiscal Year 2011–2016 Facility Plan* and the provision of essential facility design and construction support. ISS will continue to work with Library Services to transport to storage facilities at Ft. Meade and the Landover Center Annex designated collection materials and will sustain its support of the Library's mission priorities by redeploying staff, adjusting schedules, and refining processes as

needed to increase efficiency. ISS expects to work with Library Services to develop a new reading room printing capability. In the area of records management, ISS will begin digitizing records prior to long-term storage. In

addition, ISS will implement a Library-wide standardized approach to fixed asset inventory management and will develop policy changes that assure improved cooperation and resource sharing across the entire Library.



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 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$1,691 | \$1,690 | \$1,694 | \$1,730 | + \$36 | 2.1% |
| 11.3 Other than full-time permanent | 67 | 64 | 57 | 58 | + 1 | 1.8% |
| 11.5 Other personnel compensation | 94 | 83 | 114 | 116 | + 2 | 1.8% |
| 12.1 Civilian personnel benefits | 459 | 468 | 498 | 514 | + 16 | 3.2% |
| Total, Pay | \$2,311 | \$2,305 | \$2,363 | \$2,418 | + \$55 | 2.3% |
| 21.0 Travel & transportation of persons | 8 | 1 | 9 | 9 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 5 | 5 | 6 | 6 | 0 | 0.0% |
| 24.0 Printing & reproduction | 9 | 9 | 9 | 9 | 0 | 0.0% |
| 25.1 Advisory & assistance services | 514 | 512 | 355 | 360 | + 5 | 1.4% |
| 25.2 Other services | 13 | 21 | 21 | 22 | + 1 | 4.8% |
| 25.3 Other purch of gds & services from gov acc | 1 | 1 | 1 | 1 | 0 | 0.0% |
| 25.7 Operation & maintenance of equipment | 4 | 4 | 5 | 5 | 0 | 0.0% |
| 26.0 Supplies & materials | 14 | 13 | 13 | 13 | 0 | 0.0% |
| 31.0 Equipment | 19 | 17 | 5 | 5 | 0 | 0.0% |
| Total, Non-Pay | \$ 587 | \$ 583 | \$ 424 | \$ 430 | + \$ 6 | 1.4% |
| Total, Office of the Inspector General | \$2,898 | \$2,888 | \$2,787 | \$2,848 | + \$61 | 2.2% |

Office of the Inspector General
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 16 | \$2,787 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 31 |
| Within-grade increases | | 11 |
| One Extra Day | | 10 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 3 |
| Total, Mandatory Pay and Related Costs | 0 | 55 |
| Price Level Changes | | 6 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 61 |
| Total Budget | 16 | \$2,848 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 16 | \$2,848 |

Office of the Inspector General

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$2.848 million** for the Office of the Inspector General in fiscal 2013, an increase of \$0.061 million, or 2.2 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|---------|--------------------|---------|---------------|---------|-------------|---------|------------------|------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| OIG | 18 | \$2,898 | 17 | \$2,888 | 16 | \$2,787 | 16 | \$2,848 | 0 | \$61 | 2.2% |

PROGRAM OVERVIEW

The Office of the Inspector General (OIG) is an independent office within the Library with a primary focus on audit and investigation activities. The office serves as a technical adviser to the Library on financial management, internal controls, contracts, and other relevant areas. OIG's mission and focus is to address fraud, waste, and abuse in Library operations and to provide suggestions to improve the efficiency and effectiveness of Library programs and processes.

OIG operates through an Audits Division and an Investigations Division. The Audits Division conducts financial and performance audits of Library operations and programs and responds to unique or unanticipated requirements with special reviews. This division also assists the Library in efficiently and effectively managing its operations by providing constructive recommendations for process improvement. OIG also oversees the Library's annual financial statements audits, which include the Library, its Financial Hosting Environment and the Momentum Financial System (which supports other legislative branch agencies' financial transactions), the James Madison Council, and the Open World Leadership Center (a separate legislative branch agency). The division focuses on areas of topical interest to Library management and the Congress, particularly those presenting special challenges. OIG's audit work is subject to a triennial peer review process, the latest of which yielded an unqualified ("clean") opinion with no suggestions for improvement. The Audits Division includes highly trained auditors, a Certified Internal Auditor, Certified Information Systems Auditors, an information technology (IT) professional, and an attorney who also is a Certified Public Accountant.

The Investigations Division performs administrative, civil, and criminal investigations of allegations of fraud, waste, and abuse at the Library. It also operates a confidential "hotline," which is available to both Library staff and the public. Hotline allegations are screened and investigated by OIG investigators and analysts. When warranted, administrative investigations are referred to Library management for action, and civil and criminal investigations are referred to the Department of Justice. The division routinely works with outside law enforcement agencies, including the Federal Bureau of Investigation, and with other federal, state, and local agencies. The Investigations Division is staffed with professional special agents and analysts who are trained in law enforcement principles and practices.

OIG's budgetary resources are primarily dedicated to payroll costs, supporting 17 FTEs in fiscal 2011. Approximately 12 percent of total funding is allotted to procuring and overseeing the annual audit of the Library's financial statements. The audit also is key to supporting the Library's ability to cross-service other legislative branch agencies with its financial management system.

Fiscal 2011 Priority Activities

During fiscal 2011, OIG directed its audit emphasis to activities where improvements in fiscal oversight would ensure the Library made the best use of its funding. The audit of the National Library Services for the Blind and Physically Handicapped (NLS) plans for procuring digital talking book machines (DTBM) determined that NLS should reduce its estimates for future purchases of DTBMs and identified \$17.1 million that could be put to better use within the program. An audit of a contractor's claim for contract termination damages

found more than \$277 thousand in unallowable costs. The Audits Division also conducted audits to review the Library's procedures and controls for detecting improper payments, improving collection security and accountability, protecting and controlling surplus materials made available to community and non-profit libraries, and assessing the management decision process for hiring contractors in lieu of permanent employees. The Division also continued its review of the Library's progress in implementing an effective performance-based management methodology and performed follow-up audits to determine the status of management's progress in implementing previous significant audit report recommendations. During fiscal 2011, the Inspector General chaired a group of Inspectors General and financial executives from agencies cross-serviced by the Library's Momentum Financial System to develop and award a contract to a single independent public accountant to audit the financial statements of the participating agencies. That effort resulted in awarding a contract that will save the participating agencies a total of \$1.9 million over the life of the contract.

OIG's Investigations Division continued to address newly reported cases on the OIG hotline and focused on employee misconduct and violations of laws, regulations, and ethics rules. Examples of its efforts included investigating the misuse of Library computers, equipment, and time, a distributed denial of service attack on the Copyright Office's web site, a conflict of interest involving a Library employee and vendors doing business with the Library, the sale of NLS talking books on the Internet, and attempts to access pornography on Library computers. The Investigations Division is currently investigating a case of alleged substantial overcharges on a Library contract.

Fiscal 2012 Priority Activities

In fiscal 2012, OIG's audit emphasis will include key program areas such as collections inventory management, plans for a new multi-purpose facility, warehousing and logistics, procurement management and operations, and information technology development, operations, and security. The Audits Division will continue to ensure that Library funds are expended in the most beneficial manner, with a focus on internal controls to diminish opportunities for waste, fraud, and abuse. Also, the

Audits Division will continue one of its core functions, to procure and oversee the annual audit of the Library's financial statements. The Investigations Division will continue to direct attention towards responding to hotline complaints, employee misconduct, and violations of laws, regulations, and ethics rules.

Funding provided in the Library's fiscal 2012 appropriation included a 3.9 percent reduction to the OIG's fiscal 2011 funding level. This reduction will require that the OIG postpone filling one vacancy in the Audits division and one-half FTE in the Investigations division, perhaps indefinitely. It also may have an adverse impact on the ability to hire any needed experts and consultants in support of audits. Although the OIG realized savings as a result of the new financial audit contract in fiscal 2012, the accumulation of mandatory pay increases during periods of flat or reduced budgets has eroded its ability to fully fund its optimum staffing level. In fiscal 2012, the OIG expects to operate with 16.5 FTEs instead of 18 FTEs. The decrease in FTEs will reduce the number of audits and investigations that can be performed.

Fiscal 2013 Priority Activities

The OIG plans to continue its emphasis in fiscal 2013 on assuring that the Library expends its funds in the most beneficial manner. The Audits Division will search for duplicative and unnecessary costs in Library operations as part of its traditional focus on preventing and identifying waste, fraud, and abuse. The division will direct its audit plan toward program and operating areas that expend the greatest share of the Library's resources, including information technology planning; procurement, and operations; warehousing and logistics; and collection management and security. OIG will continue to assess the Library's controls over improper payments and the management of its internal control program. The Investigations Division will continue its traditional role of pursuing hotline complaints and employee misconduct. It also will continue its programs of identifying and preventing misuse of Library resources with continued emphasis on the Library's computer systems. Fiscal 2013 will be marked by a funding shortfall comparable to fiscal 2012, necessitating a less than optimal staffing level and a diminished audit and investigation capacity.



COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Office, S&E Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|----------------------------|---------------|-----------------|--------------------|-----------------|---------------|-----------------|-------------|-----------------|------------------|----------------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| COP Basic | 439 | \$47,418 | 425 | \$45,981 | 439 | \$45,075 | 439 | \$46,074 | 0 | \$999 | 2.2% |
| COP Licensing | 30 | 5,449 | 26 | 5,266 | 30 | 5,109 | 30 | 5,202 | 0 | 93 | 1.8% |
| COP Royalty Judges | 6 | 1,500 | 6 | 1,202 | 6 | 1,466 | 6 | 1,496 | 0 | 30 | 2.0% |
| Total, COP, S&E | 475 | \$54,367 | 457 | \$52,449 | 475 | \$51,650 | 475 | \$52,772 | 0 | \$1,122 | 2.2% |

Copyright Office, Salaries and Expenses
Summary By Object Class
(Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$33,562 | \$33,102 | \$30,856 | \$31,529 | + \$673 | 2.2% |
| 11.3 Other than full-time permanent | 354 | 462 | 222 | 226 | + 4 | 1.8% |
| 11.5 Other personnel compensation | 288 | 266 | 25 | 25 | 0 | 0.0% |
| 11.5A Staff Awards | 240 | 197 | 219 | 224 | + 5 | 2.3% |
| 11.8 Special personal services payment | 15 | 0 | 0 | 0 | 0 | 0.0% |
| 12.1 Civilian personnel benefits | 9,585 | 9,397 | 8,885 | 9,138 | + 253 | 2.8% |
| 13.0 Benefits for former personnel | 25 | 13 | 1,100 | 1,100 | 0 | 0.0% |
| Total, Pay | \$44,069 | \$43,437 | \$41,307 | \$42,242 | + \$935 | 2.3% |
| 21.0 Travel & transportation of persons | 201 | 134 | 215 | 218 | + 3 | 1.4% |
| 22.0 Transportation of things | 11 | 3 | 6 | 6 | 0 | 0.0% |
| 23.2 Rental payments to others | 275 | 290 | 305 | 309 | + 4 | 1.3% |
| 23.3 Communication, utilities & misc charges | 690 | 663 | 682 | 691 | + 9 | 1.3% |
| 24.0 Printing & reproduction | 332 | 308 | 327 | 332 | + 5 | 1.5% |
| 25.1 Advisory & assistance services | 70 | 201 | 163 | 165 | + 2 | 1.2% |
| 25.2 Other services | 4,140 | 3,218 | 5,870 | 5,953 | + 83 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 962 | 905 | 958 | 972 | + 14 | 1.5% |
| 25.7 Operation & maintenance of equipment | 588 | 494 | 535 | 584 | + 49 | 9.2% |
| 26.0 Supplies & materials | 269 | 217 | 218 | 221 | + 3 | 1.4% |
| 31.0 Equipment | 2,760 | 2,579 | 1,064 | 1,079 | + 15 | 1.4% |
| Total, Non-Pay | \$10,298 | \$ 9,012 | \$10,343 | \$10,530 | + \$187 | 1.8% |
| Total, Copyright Office, S&E | \$54,367 | \$52,449 | \$51,650 | \$52,772 | + \$1,122 | 2.2% |

¹The Copyright Office uses cash awards to recognize and acknowledge exceptional contributions to the Library, the Congress, and the American people.

Copyright Office, S&E
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 475 | \$51,650 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 540 |
| Within-grade increases | | 184 |
| One Extra Day | | 165 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 46 |
| Total, Mandatory Pay and Related Costs | 0 | 935 |
| Price Level Changes | | 187 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 1,122 |
| Total Budget | 475 | \$52,772 |
| Total Offsetting Collections | 0 | - 33,611 |
| Total Appropriation | 475 | \$19,161 |





Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Basic Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$30,728 | \$30,297 | \$28,212 | \$28,829 | + \$617 | 2.2% |
| 11.3 Other than full-time permanent | 353 | 461 | 222 | 226 | + 4 | 1.8% |
| 11.5 Other personnel compensation | 475 | 463 | 210 | 215 | + 5 | 2.4% |
| 12.1 Civilian personnel benefits | 8,801 | 8,620 | 8,148 | 8,379 | + 231 | 2.8% |
| 13.0 Benefits for former personnel | 25 | 13 | 1,050 | 1,050 | 0 | 0.0% |
| Total, Pay | \$40,382 | \$39,854 | \$37,842 | \$38,699 | + \$857 | 2.3% |
| 21.0 Travel & transportation of persons | 184 | 130 | 205 | 208 | + 3 | 1.5% |
| 22.0 Transportation of things | 9 | 2 | 4 | 4 | 0 | 0.0% |
| 23.2 Rental payments to others | 275 | 290 | 305 | 309 | + 4 | 1.3% |
| 23.3 Communication, utilities & misc charges | 662 | 648 | 657 | 666 | + 9 | 1.4% |
| 24.0 Printing & reproduction | 242 | 246 | 245 | 248 | + 3 | 1.2% |
| 25.1 Advisory & assistance services | 70 | 201 | 163 | 165 | + 2 | 1.2% |
| 25.2 Other services | 2,839 | 2,560 | 4,254 | 4,314 | + 60 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 69 | 66 | 50 | 51 | + 1 | 2.0% |
| 25.7 Operation & maintenance of equipment | 581 | 493 | 522 | 570 | + 48 | 9.2% |
| 26.0 Supplies & materials | 250 | 199 | 183 | 186 | + 3 | 1.6% |
| 31.0 Equipment | 1,855 | 1,292 | 645 | 654 | + 9 | 1.4% |
| Total, Non-Pay | \$ 7,036 | \$ 6,127 | \$ 7,233 | \$ 7,375 | + \$142 | 2.0% |
| Total, Copyright Basic | \$47,418 | \$45,981 | \$45,075 | \$46,074 | + \$999 | 2.2% |

**Copyright Basic
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 439 | \$45,075 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 494 |
| Within-grade increases | | 169 |
| One Extra Day | | 151 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 43 |
| Total, Mandatory Pay and Related Costs | 0 | 857 |
| Price Level Changes | | 142 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 999 |
| Total Budget | 439 | \$46,074 |
| Total Offsetting Collections | 0 | - 28,029 |
| Total Appropriation | 439 | \$18,045 |

Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$46.074 million** for Copyright Basic in fiscal 2013, partially offset by copyright fee collections of \$28.029 million. The increase of \$0.999 million, or 2.2 percent, over fiscal 2012 supports mandatory pay related and price level increases. The Library is also requesting restoration of \$2 million in base appropriation. The fiscal 2012 enacted budget directed that up to \$2 million of the Copyright Office no-year account balance be used to offset the fiscal 2012 appropriation for the funding of ongoing operations. Fees fluctuate throughout the fiscal year and from one fiscal year to another. The fluctuations in fee receipts can be substantial and can be caused by items beyond the Copyright Office's control, such as changes in the economy. By the end of fiscal 2012, the Copyright Office estimates the no-year fund balance will be \$0.783 million. Restoration of this funding in fiscal 2013 will be essential to the Office's ability to provide 21st Century services to the Nation, including the major copyright industries.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|---------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| COP_BASIC | 439 | \$47,418 | 425 | \$45,981 | 439 | \$45,075 | 439 | \$46,074 | 0 | \$999 | 2.2% |
| Offsetting Coll. | | -30,690 | | 0 | | -30,029 | | -28,029 | | 2,000 | -6.7% |
| COP_BASIC Appr. | 439 | \$16,728 | | \$45,981 | | \$15,046 | | \$18,045 | | \$2,999 | 19.9% |

PROGRAM OVERVIEW

The United States Copyright Office plays a critical role in promoting and disseminating American works of authorship and in sustaining large and small businesses in the information, entertainment and technology sectors. It administers the national copyright registration and recordation systems (and exercises associated regulatory authority) in accordance with Title 17 of the U.S. Code. It also administers the mandatory legal deposit of works published in the United States. In fiscal 2011, the Copyright Office managed the deposit of approximately 800 thousand copies of creative works for the Library's collection which it would otherwise have had to purchase, valued at approximately \$31 million. (See Appendix H.)

The Register of Copyrights and Director of the Office is the principal advisor to the Congress on issues of domestic and international copyright policy. The Register and the Copyright staff work closely with both copyright owners and users of copyrighted materials to sustain an effective copyright law. 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. It works with the Department of Justice on critical copyright cases and enforcement policy.

The Copyright Basic appropriation covers the following specific activities: (1) the examination of creative works of authorship; (2) registering claims to copyright; (3) recording licenses and other documents pertaining to copyright status and ownership; (4) creating, preserving, and publishing the world's largest public database of copyright records; (5) ensuring and administering the legal deposit of certain published works into the collections of the Library of Congress, as required by law; (6) conducting expert legal and policy studies; (7) providing ongoing advice and support to the Judiciary Committees of the House and Senate and other Members of Congress and providing expert analysis and support to the Department of Justice, the Office of the U.S. Trade Representatives, the Executive Office of the President, the Department of Commerce, and other executive branch agencies; and (8) providing copyright education and assistance to the public, including through a public information office and hotline.

The Copyright Office returns a significant contribution to the Nation. Copyright registration protects many valuable works of American authorship, including motion pictures, software, books, musical compositions, sound recordings, photography, and fine art, as well as databases, web sites, and other online works. The Congress has also tasked the Office with registering

certain noncopyrightable designs, including in mask works (which incorporate semi-conductor chips) and vessel hulls. Through its policy work, the 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, such as appropriate exceptions for libraries, persons who are blind, and certain noncommercial educational activities.

According to the International Intellectual Property Alliance, core copyright industries contributed 6.36 percent of overall United States gross domestic product (\$931.8 billion) and employed 5.1 million workers in 2010.

Fiscal 2011 Priority Activities

In fiscal 2011 Marybeth Peters retired after 16 years as Register and, following a national search and consultations with the Congress and the copyright sector, Dr. Billington appointed Maria A. Pallante as her successor. Much of the year was dedicated to evaluating workflow, refining the electronic registration processes, improving services and turn-around times for the public, and reducing the backlog that arose during the Office's multi-year reengineering and conversion from a paper-based system to electronic registration.

The Copyright Office also reached a milestone in fiscal 2011 by returning to normal levels of registration processing and claim completion and eliminating the backlog. At the start of the year, it had approximately 380,000 claims awaiting processing, and received an additional 539,332 claims on top of this. However, with support from other parts of the Library, the Copyright Office closed 734,256 claims—nearly 195,000 more than it received. It ended the year with approximately 185,000 claims on hand, of which approximately half are awaiting a Copyright Office action and half are awaiting further action from the claimants.

The public embraced the electronic system in 2011. By the fourth quarter, 84 percent of registration filings were submitted electronically; the average processing time for processing such claims was between two and four months.

On the policy front, the Copyright Office provided ongoing assistance to the Congress on a number of complex issues and delivered a major study on market based alternatives to statutory licenses for cable and satellite retransmission. The Register testified twice on major copyright legislation: on enforcement measures to combat the operators of illegal, infringing web sites trafficking in infringing movies, music and software,

and new provisions that would update the exclusive right of public performance to address infringement that occurs through the streaming of the work (e.g. a television program or live sporting event), rather than the distribution of copies. The Copyright Office participated in major negotiations at the World Intellectual Property Organization and with major trading partners. On the litigation front, the Department of Justice called upon the Copyright Office on several important cases, including challenges to the constitutionality of copyright law amendments, interpretation of the first sale doctrine and issues related to the importation of copyrighted works.

The Copyright Office continued its commitment to digitize 70 million historic, paper copyright records dating from 1870 to 1977, many of which implicate works still protected by copyright today. In conjunction with other principals in the Library, it continued the technical development and associated standards for acquiring certain serial publications that are only available digitally. (The pilot yielded 85 electronic serials from 25 publishers in fiscal 2011.)

Fiscal 2012 Priority Activities

On October 1, 2011, the Copyright Office commenced a study of the costs it incurs and the fees it charges with respect to the registration of claims, recordation of documents, and other public services, pursuant to its authority under 17 U.S.C. § 708(b). The Copyright Office anticipates publication of the fee study in fiscal 2012, with implementation as appropriate in fiscal 2013.

On October 25, 2011, the Register of Copyrights announced the office's priorities and special projects for fiscal 2012 and 2013 in a comprehensive document that sets forth the significant statutory duties of the Office as well as expectations of the copyright community. The communication of these priorities and special projects represents a commitment from the Copyright Office to address complexities in the copyright system and prepare for future challenges. The Copyright Office will use this document as a road map to improve the quality and efficiency of its services subject to the availability of budgetary resources. The priorities document outlines Copyright Office work on current and future law and policy questions including: orphan works, small claims solutions for copyright owners, mass book digitization, illegal streaming, collaboration with the World Intellectual Property Organization, and updates to registration practices to accommodate works created online. The Copyright Office will also undertake improvements to operations including: technical upgrades to electronic registration, increased public outreach and copyright education, and reengineering of

the recordation division.

The following are some of the specific policy projects of the Copyright Office in fiscal 2012: (1) an analysis of legal issues relating to mass book digitization, the Google Book Search litigation, and applicable licensing models; (2) a major study and recommendation to the Congress regarding copyright protection for pre-1972 sound recordings; (3) research and analysis of small claims solutions for individual authors and other copyright owners for delivering to the Congress in fiscal 2014; and (4) ongoing work on a rulemaking on the prohibition on circumvention of measures controlling access to copyrighted works for recommendation to the Librarian in fiscal 2013, pursuant to the Digital Millennium Copyright Act (DMCA).

The Copyright Office will also participate on the negotiating team for the United States for a major treaty to protect performers in the context of audio-visual works, to be held in June 2012 in Beijing and provide implementation advice to the Congress, as appropriate.

Finally, the Copyright Office will continue to evaluate, streamline, and otherwise improve its public services, including processing times and quality assurances for the examination of copyrighted works, processing of claimant information, and issuance of copyright registration certificates.

A full list of the 17 priorities and 10 special projects is published on the Copyright Office web site at <http://www.copyright.gov/docs/priorities.pdf>.

Fiscal 2013 Priority Activities

In fiscal 2013 the Copyright Office will continue its implementation of the Register's priorities and special projects; the research and analysis phase of many of these will conclude by or before October 2013. Some of these projects relate directly to the stewardship and effective

operation of the Nation's copyright registration system in the 21st century, and will yield important data to inform the Copyright Office's focus and strategies for fiscal years 2014–2018.

The Copyright Office will address the implementation of its fee schedule and associated practices early in fiscal 2013, following research in fiscal 2011 and 2012 and public consultation and delivery of a major study to the Congress on the topic in fiscal 2012.

The Copyright Office will also conclude major analysis of the technical aspects of registration and recordation in 2013, including crafting a strategy to address certain technology, portal and processing issues it is studying and consulting with stakeholders and experts on in fiscal 2012. It will continue the critical work of ensuring standards for repositories of electronic works of authorship and digitizing historic copyright records from the period of 1870 to 1977 and making them searchable online.

The Office will continue its work on major negotiations for intellectual property protection in the Asia-Pacific rim and other regions of the world, and continue major work on the implementation of worldwide protection for performers in audio-visual works.

The Copyright Office will work with the Congress on a number of major studies and policy developments, including orphan works, revisions of certain exceptions to copyright, including for libraries, mass digitization policy, and final work on small claims solutions for copyright owners (with a major study due to the Congress in October 2013). It will publish portions of a major revision of its lengthy *Compendium of Copyright Office Practices* during fiscal 2013, and release the final publication in October 2013. The Compendium is the primary source of registration practice followed by the Copyright Office staff, the public, and courts.





Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Licensing Division Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$1,999 | \$1,971 | \$1,786 | \$1,825 | + \$39 | 2.2% |
| 11.3 Other than full-time permanent | 1 | 1 | 0 | 0 | 0 | 0.0% |
| 11.5 Other personnel compensation | 25 | 0 | 30 | 31 | + 1 | 3.3% |
| 11.8 Special personal services payment | 15 | 0 | 0 | 0 | 0 | 0.0% |
| 12.1 Civilian personnel benefits | 547 | 545 | 508 | 522 | + 14 | 2.8% |
| 13.0 Benefits for former personnel | 0 | 0 | 50 | 50 | 0 | 0.0% |
| Total, Pay | \$2,587 | \$2,517 | \$2,374 | \$2,428 | + \$54 | 2.3% |
| 21.0 Travel & transportation of persons | 15 | 4 | 7 | 7 | 0 | 0.0% |
| 22.0 Transportation of things | 1 | 1 | 1 | 1 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 19 | 13 | 16 | 16 | 0 | 0.0% |
| 24.0 Printing & reproduction | 20 | 10 | 12 | 13 | + 1 | 8.3% |
| 25.2 Other services | 1,050 | 597 | 1,392 | 1,411 | + 19 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 833 | 819 | 848 | 860 | + 12 | 1.4% |
| 25.7 Operation & maintenance of equipment | 6 | 1 | 12 | 13 | + 1 | 8.3% |
| 26.0 Supplies & materials | 18 | 17 | 33 | 33 | 0 | 0.0% |
| 31.0 Equipment | 900 | 1,287 | 414 | 420 | + 6 | 1.4% |
| Total, Non-Pay | \$2,862 | \$ 2,749 | \$2,735 | \$2,774 | + \$39 | 1.4% |
| Total, Licensing Division | \$5,449 | \$5,266 | \$5,109 | \$5,202 | + \$93 | 1.8% |

Copyright Licensing Division
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 30 | \$5,109 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 31 |
| Within-grade increases | | 10 |
| One Extra Day | | 10 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 3 |
| Total, Mandatory Pay and Related Costs | 0 | 54 |
| Price Level Changes | | 39 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 93 |
| Total Budget | 30 | \$5,202 |
| Total Offsetting Collections | 0 | - 5,202 |
| Total Appropriation | 30 | \$ 0 |

Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$5.202 million** in offsetting collection authority for the Copyright Licensing Division in fiscal 2013, an increase of \$0.093 million, or 1.8 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent |
|-------------------|---------------|---------|--------------------|---------|---------------|---------|-------------|---------|------------------|------|---------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | Change |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | % |
| COP_LIC | 30 | \$5,449 | 26 | \$5,266 | 30 | \$5,109 | 30 | \$5,202 | 0 | \$93 | 1.8% |
| Offsetting Coll. | | -5,449 | | 0 | | -5,109 | | -5,202 | | -93 | -1.8% |
| COP_LIC Appr. | 30 | 0 | 26 | 5,266 | 30 | 0 | 30 | 0 | 0 | 0 | 0.0% |

PROGRAM OVERVIEW

The United States Copyright Office, through its Licensing Division (Licensing), participates in the administration of certain compulsory and statutory license provisions of the U.S. Copyright Act (Title 17), which pertain to setting royalty rates and terms and 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, Licensing 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 2011 Priority Activities

In fiscal 2011, Licensing continued to devote budgetary and staff resources to its reengineering efforts, mapping new work processes and creating a new system design. The division broadened its outreach program by creating online tutorials and presentations, by migrating its stakeholder contact to email and listserv applications, and by hosting more on-site visits by stakeholders for special training sessions or to participate in reengineering efforts. When the implementation is complete, Licensing expects reengineering to have improved service to customers, enhanced public records availability, and reduced operating costs for future years.

Licensing worked to decrease processing times for a variety of Statements of Account, including moving to 5 months for SA1–2 statements and 13.5 months for SA3 statements. The division also reduced the number of open Statements of Account from all previous periods from 1,100 to fewer than 200.

On May 27, 2010, President Obama signed the Satellite Television Extension and Localism Act of 2010 which directed the Copyright Office to submit a report to the Congress with recommendations to achieve the phase-out and eventual repeal of Sections 111, 119 and 122 of the Copyright Act (17 U.S.C.). In August 2011, the Copyright Office released its report recommending that the market be given incentives and time to test new mechanisms to privatize statutory licenses. If the phase-out and repeal of Sections 111, 119 and 122 of the Copyright Act does occur, Licensing could see a major change in its operations.

During fiscal 2011, Licensing collected nearly \$326 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 \$144 million in royalties according to voluntary agreements among claimants or as a result of determinations of the Copyright Royalty Judges.

Fiscal 2012 Priority Activities

In fiscal 2012, Licensing will continue implementing and refining the reengineered processes and technology system. Since they share many common elements, Licensing expects to automate the filing of SA1–2 short form and SA3 long form Statements of Account serially. The SA1–2 form’s automation will be accomplished as the first phase of automating the more complex SA3 form. Licensing will test systems and processes for handling

cable license royalty fee transactions online. In addition, Licensing will continue to collect and distribute royalty fees and examine documents. The Congress may choose to legislate in response to the Copyright Office’s report on proposed market alternatives to statutory licensing. If it does so, Licensing operations will be modified in accordance with that legislation.

Fiscal 2013 Priority Activities

In fiscal 2013, Licensing will continue implementing and refining the reengineered processes and technology system. Licensing will further enhance the automation of the more complex SA3 form and address the automation of its satellite and digital audio recording technology (DART) licenses as well. Licensing will continue to test systems and processes for administering royalty transactions online for cable, satellite and DART licenses. In addition, Licensing will continue to collect and distribute royalty fees and examine documents.



Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Royalty Judges Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$ 835 | \$ 834 | \$ 857 | \$ 875 | + \$18 | 2.1% |
| 11.5 Other personnel compensation | 28 | 0 | 4 | 4 | 0 | 0.0% |
| 12.1 Civilian personnel benefits | 237 | 231 | 230 | 237 | + 7 | 3.0% |
| Total, Pay | \$1,100 | \$1,065 | \$1,091 | \$1,116 | + \$25 | 2.3% |
| 21.0 Travel & transportation of persons | 2 | 0 | 2 | 2 | 0 | 0.0% |
| 22.0 Transportation of things | 1 | 0 | 1 | 1 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 9 | 2 | 9 | 9 | 0 | 0.0% |
| 24.0 Printing & reproduction | 70 | 52 | 70 | 71 | + 1 | 1.4% |
| 25.2 Other services | 250 | 62 | 224 | 227 | + 3 | 1.3% |
| 25.3 Other purch of gds & services from gov acc | 61 | 19 | 61 | 62 | + 1 | 1.6% |
| 25.7 Operation & maintenance of equipment | 1 | 0 | 1 | 1 | 0 | 0.0% |
| 26.0 Supplies & materials | 1 | 2 | 2 | 2 | 0 | 0.0% |
| 31.0 Equipment | 5 | 0 | 5 | 5 | 0 | 0.0% |
| Total, Non-Pay | \$ 400 | \$ 137 | \$ 375 | \$ 380 | + \$ 5 | 1.3% |
| Total, Copyright Royalty Judges | \$1,500 | \$1,202 | \$1,466 | \$1,496 | + \$30 | 2.0% |

**Copyright Royalty Judges
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 6 | \$1,466 |
| Non-recurring Costs | | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 14 |
| Within-grade increases | | 5 |
| One Extra Day | | 5 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 1 |
| Total, Mandatory Pay and Related Costs | 0 | 25 |
| Price Level Changes | | 5 |
| Program Costs | | 0 |
| Net Increase/Decrease | 0 | \$ 30 |
| Total Budget | 6 | \$1,496 |
| Total Offsetting Collections | 0 | - 380 |
| Total Appropriation | 6 | \$1,116 |

Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$1.496 million** for the Copyright Royalty Judges in fiscal 2013, partially offset by copyright royalty fee collections of \$0.380 million. The increase of \$0.030 million, or 2.0 percent, over fiscal 2012 supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|---------|--------------------|---------|---------------|---------|-------------|---------|------------------|------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| COP_CRJ | 6 | \$1,500 | 6 | \$1,202 | 6 | \$1,466 | 6 | \$1,496 | 0 | \$30 | 2.0% |
| Offsetting Coll. | | -400 | | 0 | | -375 | | -380 | | -5 | 1.3% |
| COP_CRJ | 6 | \$1,100 | 6 | \$1,202 | 6 | \$1,091 | 6 | \$1,116 | 0 | \$25 | 2.3% |

PROGRAM OVERVIEW

The Copyright Royalty Judges (CRJs) participate in the administration of certain provisions of chapter 8 of the U.S. Copyright Act (Title 17), which pertains to setting royalty rates and terms and determining the distribution of royalties for certain copyright statutory licenses.

CRJs are the final arbiters of questions of fact pertaining to rates and terms of statutory copyright licenses and the distribution of cable, satellite, and digital audio recording technology (DART) licensing fees. In addition, CRJs have full independence in setting royalty rates and terms and determining the distribution of royalty fees. However, CRJs must consult with the Register of Copyrights on novel questions of copyright law (i.e., questions that have not been determined in prior decisions, determinations, and rulings) and on determinations that impose operational responsibilities on the Copyright Office. Under title 17, the Register of Copyrights reviews CRJs' resolution of material questions of substantive law to ensure that there are no legal errors.

Fiscal 2011 Priority Activities

In fiscal 2011, CRJs concluded the webcasting and new subscription services rate and term proceeding (Webcasting III), which was carried over from fiscal 2010, within the statutory deadline.

Statutory license rates and terms facilitated the collection of \$326 million in royalties. CRJs directed distribution of almost \$144 million to copyright owners. CRJs devoted resources to 14 distribution proceedings in fiscal 2011. In addition, CRJs initiated three rate proceedings:

preexisting subscription services rates and satellite digital audio transmissions rate proceedings; publishers' section 115 copying royalties; and section 118 noncommercial educational broadcasting rates. CRJs also encouraged distributions of royalties with emphasis on phase II for cable from 2000–2003 and 2004–2005. CRJs worked on a cable distribution proceeding (1998–1999), which was commenced in fiscal 2008, however the proceeding remains stayed at the request of the parties pending auxiliary litigation on critical issues. CRJs continued work on a DART distribution proceeding (2005 and 2006 along with 2009 for Sound Recordings Fund).

Semiannually, CRJs solicit, receive, evaluate, and process claims filed for distributions from royalty funds. In fiscal 2011, CRJs reviewed approximately 635 claims from cable funds, 230 from satellite funds, and 66 from DART funds.

In fiscal 2011, CRJs also focused on reviewing copyright regulations in title 37 of the Code of Federal Regulations (CFR) chapter III. CRJs proposed revisions to their notice and recordkeeping rules and issued a final rule in fiscal 2011.

Fiscal 2012 Priority Activities

In fiscal 2012, the CRJs are devoting resources to meeting the statutory deadlines as they conduct a new rate proceeding for the ephemeral section 112 license for business establishments. CRJs will hold hearings in a requested partial distribution of almost \$500 million in Phase II cable royalties. CRJs will also encourage distributions of royalties and review 37 CFR chapter III, which is an ongoing project.

Fiscal 2013 Priority Activities

CRJs will work on final rate determinations in preexisting subscription and satellite digital audio radio services, noncommercial educational broadcasting services, and

phonorecords to meet statutory deadlines. CRJs will complete these rate proceedings and push as many distributions as possible. CRJs will also encourage distributions of royalties and review 37 CFR chapter III, which is an ongoing project.



CONGRESSIONAL RESEARCH SERVICE,

SALARIES AND EXPENSES

Congressional Research Service, Salaries and Expenses Summary By Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$ 75,781 | \$ 75,307 | \$ 72,232 | \$ 73,742 | + \$1,510 | 2.1% |
| 11.3 Other than full-time permanent | 1,742 | 1,776 | 1,700 | 1,735 | + 35 | 2.1% |
| 11.5 Other personnel compensation | 4 | 2 | 4 | 4 | 0 | 0.0% |
| 11.5A Staff Awards ¹ | 875 | 853 | 500 | 510 | + 10 | 2.0% |
| 12.1 Civilian personnel benefits | 20,074 | 19,913 | 19,555 | 20,112 | + 557 | 2.8% |
| 13.0 Benefits for former personnel | 20 | 16 | 560 | 560 | 0 | 0.0% |
| Total, Pay | \$98,496 | \$97,867 | \$94,551 | \$96,663 | + \$2,112 | 2.2% |
| 21.0 Travel & transportation of persons | 251 | 203 | 121 | 122 | + 1 | 0.8% |
| 22.0 Transportation of things | 1 | 0 | 1 | 1 | 0 | 0.0% |
| 23.3 Communication, utilities & misc charges | 297 | 254 | 364 | 369 | + 5 | 1.4% |
| 24.0 Printing & reproduction | 25 | 21 | 21 | 21 | 0 | 0.0% |
| 25.1 Advisory & assistance services | 362 | 275 | 1,257 | 1,275 | + 18 | 1.4% |
| 25.2 Other services | 4,247 | 4,721 | 2,875 | 2,915 | + 40 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 133 | 101 | 84 | 85 | + 1 | 1.2% |
| 25.7 Operation & maintenance of equipment | 1,338 | 1,192 | 1,414 | 1,566 | + 152 | 10.7% |
| 26.0 Supplies & materials | 3,757 | 3,935 | 3,290 | 3,336 | + 46 | 1.4% |
| 31.0 Equipment | 2,110 | 2,231 | 2,812 | 2,852 | + 40 | 1.4% |
| Total, Non-Pay | \$ 12,521 | \$ 12,933 | \$ 12,239 | \$ 12,542 | + \$ 303 | 2.5% |
| Total, CRS, S&E | \$111,017 | \$110,800 | \$106,790 | \$109,205 | + \$2,415 | 2.3% |

¹The Congressional Research Service uses cash awards to recognize and acknowledge exceptional contributions to the Library and the Congress.

Congressional Research Service, S&E
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 651 | \$106,790 |
| Non-recurring Costs | | 0 |
| Reduction of Unfunded Authorized FTEs | -31 | 0 |
| Total Non-recurring Cost | -31 | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 1,234 |
| Within-grade increases | | 388 |
| One Extra Day | | 377 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 113 |
| Total, Mandatory Pay and Related Costs | 0 | 2,112 |
| Price Level Changes | | 303 |
| Program Costs | | 0 |
| Net Increase/Decrease | - 31 | \$ 2,415 |
| Total Budget | 620 | \$109,205 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 620 | \$109,205 |

Congressional Research Service

CONGRESSIONAL RESEARCH SERVICE, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$109.205 million** for the Congressional Research Service in fiscal 2013, an increase of \$2.415 million, or 2.3 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases. Over the previous two fiscal years, the CRS, S&E budget has sustained total base cuts of \$5.7 million, or a net decrease of 5.0 percent. Over the same period the authorized FTE ceiling has been adjusted downward from 675 to 651 in fiscal 2011. The Library is requesting that the authorized FTE ceiling for CRS, S&E be reset to 620, a decrease of 31 authorized FTEs, or 4.8 percent, to reflect a more accurate alignment of authorized FTEs with the resources available to support FTEs.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|-----------|--------------------|-----------|---------------|-----------|-------------|-----------|------------------|---------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| CRS | 651 | \$111,017 | 647 | \$110,800 | 651 | \$106,790 | 620 | \$109,205 | -31 | \$2,415 | 2.3% |

PROGRAM OVERVIEW

The Congressional Research Service (CRS) provides the Congress with timely, objective, authoritative, and confidential research and analysis, thereby contributing to an informed national legislature. CRS serves as shared staff to congressional committees and Members of Congress, assisting them at every stage of the legislative process, from the early considerations that precede bill drafting, to committee hearings and floor debates, to the oversight of enacted laws and various agency activities. CRS experts interact with the Congress through meetings and briefings as well as through the preparation of customized and confidential analyses. CRS also maintains a web site that affords the Congress access to its analytic reports and many other resources and services.

Because of their access to members and staff, CRS experts can provide research and analyses within the time frames and legislative settings that dictate the congressional agenda. The Congress relies on CRS to marshal interdisciplinary resources, encourage critical thinking, and create innovative frameworks to help legislators form sound policies and reach decisions on a host of issues. These decisions will guide and shape the present and future state of the nation.

Fiscal 2011 Priority Activities

In fiscal year 2011, financial disruptions in the United States and worldwide influenced much of CRS' support to the Congress. Analysts throughout CRS provided multidisciplinary expertise to the complex and novel

questions that flowed from the threat of government shutdown, default on the national debt, instability in foreign governments and world financial markets, and rising budget deficits in the United States. The year also saw unprecedented transformation in the Middle East and northern Africa as popular uprisings changed the face of governance in these regions and posed difficult issues for United States foreign policy. CRS experts also were heavily involved in congressional oversight of the major legislative initiatives of the prior fiscal year – health care and financial regulation reform.

Not having received requested additional positions in the latter two areas, CRS sought to provide the best possible support with existing resources. CRS placed renewed emphasis on collaboration and broadening of portfolios. It also developed prototypes of new measurement models by which to better assess the breadth and depth of issue coverage and interdisciplinary collaboration, and to clearly communicate to the Congress the resources and capacities CRS brings to bear in supporting the legislative needs.

CRS launched a major enhancement of its web site which allowed clients to create accounts and subscribe to content tailored to their specific needs. It also began exploring designs for more robust search and navigation of the site and developing applications for mobile access to CRS web products and services.

Almost 90 percent of the CRS budget is devoted to payroll, and the decrease in funding compared to fiscal year 2010 resulted in reducing the workforce by 20 positions. This was accomplished through limited hiring

following departures and focused on minimizing the impact on the analytic support provided to the Congress.

Fiscal 2012 Priority Activities

CRS will continue to address the full range of policy issues before the Congress and to fashion its products and services to support the legislative, oversight, and representational needs of the Congress within constrained budget resources. CRS will focus its hiring on the most mission critical areas and will exploit the talent recruited from the nation's graduate schools via its Graduate Recruit Program. The need for analysts and attorneys to broaden their portfolios will continue to be a theme pressed CRS-wide. More effective collaboration among CRS divisions will enable leveraging existing analytical and information resources to best serve our clients. CRS will significantly reduce spending for travel, training, information technology, and research materials. This will result in fewer resources being available to staff to assist with their work for the Congress, less opportunity for professional development, and a less robust technology infrastructure to both support our workforce and provide congressional clients with the web services and technological advances that support their work.

CRS' legislative planning process will continue to present the array of CRS expertise available to support the key legislative initiatives of each Congress. CRS will enhance the web site's product line presentation, design methods to make products, services, and experts more accessible, and continue to refine the site's personalization capacities. Within a limited budget, CRS must strive to stay aligned with the technological tools and services available to congressional staff and to maintain relevance in a fast-

moving technology environment.

The budget for fiscal 2012 required larger cuts in the workforce, and 40 positions were eliminated. Staff reductions were accomplished with separation and early retirement incentives in addition to limited hiring following other departures. During the transition to lower staff levels, it also was necessary to reduce investments in information technology, research materials, and professional development activities by 20 to 40 percent.

Fiscal 2013 Priority Activities

CRS will focus capacity building efforts on replacing critical staff departures with expertise that is broad-based and capable of addressing the important issues before the Congress. It will continue to explore solutions to coverage gaps that may occur by broadening both the portfolios of staff and cross-divisional multidisciplinary collaboration. Efficiencies in the delivery of services and deployment of staff also will be examined with the goal of providing to Congress the most effective pooled resource available to all offices.

CRS will refine client management, web analytics, and management information tools to better focus work on the demands of the legislative agenda and to enhance our understanding of client needs. The Service will begin to realize the fruits of Library-wide efforts to acquire and organize information and data sources relevant to a broader range of areas aligned with the congressional agenda. Within a constrained technology budget, CRS will strive to align its products and services to the electronic platforms utilized by congressional staff and present a robust web presence to users.



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 2011 | | Fiscal 2012 Spending Plan | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|------------------|-----------------------|---------------------------------|---------------------------|-----------------------------------|-------------------|
| | Spending Plan | Actual Obligations | | | | |
| 11.1 Full-time permanent | \$ 8,385 | \$ 8,392 | \$ 8,202 | \$ 8,375 | + \$173 | 2.1% |
| 11.3 Other than full-time permanent | 428 | 398 | 327 | 334 | + 7 | 2.1% |
| 11.5 Other personnel compensation | 12 | 1 | 12 | 12 | 0 | 0.0% |
| 11.5A Staff Awards ¹ | 30 | 6 | 20 | 20 | 0 | 0.0% |
| 12.1 Civilian personnel benefits | 2,220 | 2,274 | 2,231 | 2,296 | + 65 | 2.9% |
| 13.0 Benefits for former personnel | 2 | 2 | 103 | 103 | 0 | 0.0% |
| Total, Pay | \$11,077 | \$11,073 | \$10,895 | \$11,140 | + \$245 | 2.2% |
| 21.0 Travel & transportation of persons | 220 | 169 | 207 | 210 | + 3 | 1.4% |
| 22.0 Transportation of things | 53 | 36 | 47 | 48 | + 1 | 2.1% |
| 23.1 Rental payments to GSA | 1,733 | 1,813 | 1,813 | 1,884 | + 71 | 3.9% |
| 23.3 Communication, utilities & misc charges | 363 | 304 | 308 | 312 | + 4 | 1.3% |
| 24.0 Printing & reproduction | 988 | 875 | 960 | 973 | + 13 | 1.4% |
| 25.1 Advisory & assistance services | 1,070 | 1,046 | 900 | 913 | + 13 | 1.4% |
| 25.2 Other services | 4,709 | 4,610 | 5,545 | 5,623 | + 78 | 1.4% |
| 25.3 Other purch of gds & services from gov acc | 132 | 138 | 62 | 63 | + 1 | 1.6% |
| 25.4 Operation & maintenance of facilities | 40 | 14 | 40 | 41 | + 1 | 2.5% |
| 25.5 Research and Development Contracts | 10 | 8 | 45 | 46 | + 1 | 2.2% |
| 25.7 Operation & maintenance of equipment | 35 | 21 | 36 | 36 | 0 | 0.0% |
| 25.8 Subsistence and Support of Persons | 25 | 22 | 35 | 35 | 0 | 0.0% |
| 26.0 Supplies & materials | 355 | 268 | 244 | 247 | + 3 | 1.2% |
| 31.0 Equipment | 47,236 | 38,816 | 29,537 | 29,951 | + 414 | 1.4% |
| 42.0 Insurance Claims and Indemnities | 0 | 40 | 0 | 0 | 0 | 0.0% |
| Total, Non-Pay | \$56,969 | \$48,180 | \$39,779 | \$40,382 | + \$603 | 1.5% |
| Total, BBPH, S&E | \$68,046 | \$59,253 | \$50,674 | \$51,522 | + \$848 | 1.7% |

¹The National Library Service for the Blind and Physically Handicapped uses cash awards to recognize and acknowledge exceptional contributions to the Library, the Congress, and the American people.

Books for the Blind and Physically Handicapped, S&E
Analysis of Change
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|-----------------|
| | FTE | Amount |
| Fiscal 2012 Spending Plan | 128 | \$50,674 |
| Non-recurring Costs | | 0 |
| Reduction of Unfunded Authorized FTEs | -8 | 0 |
| Total, Non-recurring Costs | -8 | 0 |
| Mandatory Pay and Related Costs: | | |
| Locality-based comparability pay raise January 2013 @ 1.7% | | 144 |
| Within-grade increases | | 45 |
| One Extra Day | | 44 |
| FERS agency rate adjustment from 11.2% to 11.9% | | 12 |
| Total, Mandatory Pay and Related Costs | 0 | 245 |
| Price Level Changes | | 603 |
| Program Costs | | 0 |
| Net Increase/Decrease | - 8 | \$ 848 |
| Total Budget | 120 | \$51,522 |
| Total Offsetting Collections | 0 | 0 |
| Total Appropriation | 120 | \$51,522 |

Books for the Blind and Physically Handicapped

BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED, SALARIES AND EXPENSES

FISCAL 2013 BUDGET REQUEST

The Library is requesting a total of **\$51.522 million** for the National Library Service for the Blind and Physically Handicapped in fiscal 2013, an increase of \$0.848 million, or 1.7 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases. Over the previous two fiscal years, the BBPH, S&E budget has sustained total base cuts of \$19.508 million, or a net decrease of 28 percent. Over the same period the authorized FTE ceiling has remained unchanged at 128. The Library is requesting that the authorized FTE ceiling for BBPH, S&E be reset to 120, a decrease of 8 authorized FTEs, or 6.0 percent, to reflect a more accurate alignment of authorized FTEs with the resources available to support FTEs.

Resource Summary (Dollars in Thousands)

| Appropriation/PPA | Fiscal 2011 | | | | Fiscal 2012 | | Fiscal 2013 | | Fiscal 2012/2013 | | Percent Change |
|-------------------|---------------|----------|--------------------|----------|---------------|----------|-------------|----------|------------------|-------|----------------|
| | Spending Plan | | Actual Obligations | | Spending Plan | | Request | | Net Change | | |
| | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | FTE | \$ | |
| BBPH | 128 | \$68,046 | 112 | \$59,253 | 128 | \$50,674 | 120 | \$51,522 | -8 | \$848 | 1.7% |

PROGRAM OVERVIEW

The Library of Congress, as mandated by 2 U.S.C 135a-135b as amended, administers a free national reading program for blind and physically handicapped residents of the United States and for U.S. citizens living abroad. 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 machines. It also manages the distribution of these materials through a network of 56 regional and 47 subregional libraries throughout the United States. The network serves a readership of more than 800 thousand blind and physically handicapped individuals and circulates more than 26 million books and magazines annually. The NLS staff is comprised of librarians, engineers, technical specialists, support staff, and temporary and intermittent employees.

FISCAL 2011 PRIORITY ACTIVITIES

In fiscal 2011, NLS continued to produce digital books and machines under the digital talking book (DTB) program, exceeding original production goals. NLS revised the original machine production plan to ensure that demand was met and that the rate of production for new machines matched the capacity of the network libraries to distribute the machines to patrons. NLS contracted in fiscal 2011 for the production of approximately 50 thousand machines. As patrons have enthusiastically embraced the digital machines, demand for copies of books in digital format has increased – a

trend that NLS expects will continue. In fiscal 2011, NLS contracted to produce up to 1,000 copies each of 1,875 new DTBs. Conversion of the NLS legacy catalog of analog audio cassette books to digital format continued with approximately 1,600 titles completed this year. In addition, NLS added approximately 4,000 titles to the Braille and Audio Reading Download (BARD) web site for download by patrons.

FISCAL 2012 PRIORITY ACTIVITIES

The focus of the program in fiscal 2012 will be on book production and development of the digital magazine program. NLS plans to produce approximately 850 copies each of 2,000 new DTBs. NLS will use available production capacity to increase the number of copies to meet patron demand, significantly reduce the rollout time for the conversion of legacy titles, and prepare for the distribution of magazines in digital format. Conversion of the analog cassette book collection to digital format will continue as funding allows. Planning also calls for the conversion and addition to BARD of music instruction materials, books produced by network libraries, and foreign language titles. NLS will contract in fiscal 2012 for a survey to more clearly define the reading habits, technological capabilities, and preferences of present patrons as well as individuals and institutions that are eligible for the program but do not yet participate, and will submit findings to the Congress by year end. NLS also will begin exploring the feasibility of books-on-demand duplication services.

FISCAL 2013 PRIORITY ACTIVITIES

The demographic survey initiated in fiscal 2012 will be analyzed to provide NLS with a better understanding of the needs of user communities. Targets for book production will remain unchanged from fiscal 2012, resulting in the production of 2,000 new audio titles and 500 braille titles. Conversion of analog cassette books and magazines will continue. NLS also will implement programs for the recycling/reuse of flash memory cartridges. In addition, NLS will migrate two critical software applications to a more current, efficient, and integrated platform. Enhancements to BARD will be introduced, including options for additional content and services. NLS is working to develop partnerships with other organizations to share products and services. The obsolescence of some parts in the digital talking-

book machine, designed in 2005, and the need to add direct-to-player DTB delivery functionality necessitates a design update. This design update, to begin in fiscal 2013, will involve electrical, mechanical, and software components. Options to be explored include delivery of audio books directly from NLS to the player via the Internet rather than from network libraries via the postal service. These improvements will increase the efficiency and effectiveness of the program while enhancing services to patrons. Software applications for consumer electronic devices such as tablets and mobile telephones to broaden the availability of NLS books for patrons will also be explored. These devices are expected to constitute a small but growing segment of book circulation. Based on the results of study and planning conducted in fiscal 2012, NLS will evaluate and implement the books-on-demand project.



REIMBURSABLE FUNDS

Reimbursable Funds Summary by Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 Actual Obligations | Fiscal 2012 Enacted | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|--------------------------------------|------------------------|------------------------|-----------------------------------|-------------------|
| 11.1 Full-Time Permanent | \$12 | \$195 | \$76 | - \$119 | -61% |
| 11.5 Other Personnel Compensation | 27 | | 30 | + 30 | 100% |
| 12.1 Civilian Personnel Benefits | 14 | 59 | 36 | - 23 | -39% |
| Total Pay | \$53 | \$254 | \$142 | - \$112 | -44.1% |
| 21.0 Travel and Transportation of Persons | \$19 | \$20 | \$20 | \$ 0 | 0% |
| 22.0 Transportation of Things | 0 | 3 | | - 3 | -100% |
| 23.3 Communication, Utilities, & Misc Charges | 8 | | 9 | + 9 | 100% |
| 24.0 Printing and Reproduction | 2 | | | | 0% |
| 25.1 Advisory and Assistance Services | 577 | 499 | 706 | + 207 | 41% |
| 25.2 Other Services | 46 | 183 | 143 | - 40 | -22% |
| 25.3 Other Purch of gds & services from gov acc | 0 | 290 | 303 | + 13 | 4% |
| 25.4 Operation and Maintenance of Facilities | 36 | 50 | 50 | | 0% |
| 25.7 Operation and Maintenance of Equipment | 11 | 40 | 40 | | 0% |
| 26.0 Supplies and Materials | 14 | 30 | 31 | + 1 | 3% |
| 31.0 Equipment | 186 | 631 | 556 | - 75 | -12% |
| Total Non-Pay | \$899 | \$1,746 | \$1,858 | + \$112 | 6.4% |
| Total, Obligational Authority | \$952 | \$2,000 | \$2,000 | + \$0 | 0.0% |

**Reimbursable Funds
Analysis of Change**
(Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|----------------|
| | FTE | Amount |
| Obligational Authority, Fiscal 2012 Base | 4 | \$2,000 |
| Mandatory Pay and Related Costs | 0 | - 112 |
| Program/Project/Activity Increases/Decreases | 0 | + 112 |
| Net Increase/Decrease | 0 | \$ 00 |
| Total Obligational Authority, Fiscal 2013 | 4 | \$2,000 |

Overview

Under authority of the Economy Act (31 U.S.C. 1535-1536), the Library provides reimbursable services to organizational units within the Library and 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 2013, the Library is requesting obligational authority of **\$2.0 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 system 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 management support organizations.

- The **Department of Homeland Security** and the **Department of Justice** – The Law Library of Congress provides legal research, reference services, opinions, and advisory support.
- The **U.S. Capitol Police** – The Library provides financial and asset management support, data warehousing, and centralized computer processing services from the Library's system support organizations.



REVOLVING FUNDS

Revolving Funds Summary by Object Class (Dollars in Thousands)

| Object Class | Fiscal 2011 Actual Obligations | Fiscal 2012 Enacted | Fiscal 2013 Request | Fiscal 2012/2013 Net Change | Percent Change |
|---|--------------------------------------|---------------------------|---------------------------|-----------------------------------|-------------------|
| 11.1 Full-Time Permanent | \$7,020 | \$9,842 | \$10,109 | + \$267 | 2.7% |
| 11.3 Other than Full-Time Permanent | 182 | 340 | 326 | - 14 | - 4.1% |
| 11.5 Other Personnel Compensation | 342 | 978 | 1,016 | + 38 | 3.9% |
| 11.8 Special Personal Services Payment | 12 | - | - | - | 0.0% |
| 12.1 Civilian Personnel Benefits | 1,862 | 3,106 | 3,214 | + 108 | 3.5% |
| Total Pay | \$9,418 | \$14,266 | \$14,665 | + \$399 | + 2.8% |
| 21.0 Travel and Transportation of Persons | \$91 | \$422 | \$425 | + \$3 | 0.8% |
| 22.0 Transportation of Things | 385 | 507 | 578 | + 71 | 14.0% |
| 23.3 Communication, Utilities, & Misc Charges | 295 | 487 | 512 | + 25 | 5.0% |
| 24.0 Printing and Reproduction | 215 | 780 | 841 | + 61 | 7.8% |
| 25.1 Advisory and Assistance Services | 2,302 | 2,221 | 2,217 | - 4 | - 0.2% |
| 25.2 Other Services | 52,959 | 80,692 | 85,664 | + 4,972 | 6.2% |
| 25.3 Other Purch of gds & services from gov acc | 2,498 | 3,201 | 3,439 | + 238 | 7.4% |
| 25.7 Operation and Maintenance of Equipment | 76 | 111 | 205 | + 94 | 84.8% |
| 25.8 Subsistence and Support of Persons | 3 | 50 | 40 | - 10 | - 19.6% |
| 26.0 Supplies and Materials | 907 | 1,437 | 1,468 | + 31 | 2.2% |
| 31.0 Equipment | 37,652 | 63,380 | 66,733 | + 3,353 | 5.3% |
| 44.0 Refunds | -2,235 | 171 | 171 | - | 0.0% |
| 94.0 Financial Transfers | - | - | - | - | 0.0% |
| Total Non-Pay | \$95,148 | \$153,459 | \$162,293 | + \$8,834 | + 5.8% |
| Total, Obligational Authority | \$104,566 | \$167,725 | \$176,958 | + \$9,233 | + 5.5% |

Revolving Funds Analysis of Change (Dollars in Thousands)

| | Fiscal 2013 Agency Request | |
|--|-------------------------------|------------------|
| | FTE | Amount |
| Obligational Authority, Fiscal 2012 Base | 104 | \$167,725 |
| Mandatory Pay and Related Costs | 0 | 399 |
| Program/Project/Activity Increases/Decreases | 0 | 8,834 |
| Net Increase/Decrease | 0 | \$ 9,233 |
| Total Obligational Authority, Fiscal 2012 | 104 | \$176,958 |

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 2013, total obligational authority of **\$176.958 million** is requested for the Library’s revolving fund programs, a net increase of \$9.233 million over fiscal 2012. This reflects a net decrease of \$.399 million in pay and a net increase of \$8.834 million in non-pay.

The net program increase is linked primarily to a projected increase in demand by federal customers for FEDLINK database, books, and subscription procurement services.

Obligational Authority

Obligational authority is requested as follows:

2 U.S.C. 182

- The **Cooperative Acquisitions Program** secures hard-to-acquire research materials on behalf of participating U.S. research libraries. These materials are obtained by the Library’s six overseas offices, which purchase additional copies of items selected for the Library’s own collections based on the individual subject and language profiles supplied by the participating institutions. Each program participant pays for the cost of the publications, shipping, binding, and a surcharge that recovers the Library’s administrative costs of providing this service. Materials are acquired from 80 countries on behalf of more than 100 research institutions. Approximately 373 thousand pieces were acquired through this program in fiscal 2011. In fiscal 2013, the Library is requesting obligational authority of **\$5.926 million** for the Cooperative Acquisitions Program.

2 U.S.C. 182a, as amended by PL 107–68, SEC. 207

- 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 access services to other archives, libraries, and industry constituents in the public and private and sectors. In fiscal 2013, the Library is requesting obligational authority of **\$313 thousand** for the activities of the Duplication Services Revolving Fund.

2 U.S.C. 182b, as amended by PL 107–68, SEC. 208

- The **Decimal Classification Development Program** finances editorial work performed by the Decimal Classification Division, which produces and maintains editions of the Dewey Decimal Classification (DDC) in printed and electronic formats, and other related Dewey products including the Abridged Edition 14. In fiscal 2013, the Library is requesting obligational authority of **\$320 thousand** for Decimal Classification editorial activities.

- **Gift Shop Operations** supports retail sales activities of the Library. In fiscal 2013, the Library is requesting obligational authority of **\$2.934 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 2013, the Library is requesting obligational authority of **\$2.666 million** for these activities.
- The **Special Events and Public Programs Revolving Fund** supports staff expenses 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, and the award ceremony for the Gershwin Prize in Popular Music. In fiscal 2013, the Library is requesting obligational authority of **\$4.062 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 2013, the Library is requesting obligational authority of **\$154.382 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 2013, the Library is requesting obligational authority of **\$6.019 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 2013, the Library is requesting obligational authority of **\$5 thousand** for the Center's activities.

2 U.S.C. 160

- The **Traveling Exhibition Fund** supports the loan and display of select, major exhibitions, prepared by the Library, to municipal and private museums and cultural institutions throughout the world. In fiscal 2013, the Library is requesting obligational authority of **\$54 thousand** for these touring exhibition activities.
- The **Verner Clapp Publishing Fund** sells facsimiles of historic and rare materials from the Library's collections and publishes books, pamphlets, and related items, also based on the Library's collections. In fiscal 2013, the Library is requesting obligational authority of **\$237 thousand** for the publishing program.
- The **Cafritz Foundation Scholarly Activities Fund** covers expenses related to the publication of the Library's exhibit catalogs, posters, and related materials. In fiscal 2013, the Library is requesting obligational authority of **\$5 thousand** for publication activities.
- The **DaCapo Fund** supports publications, concerts, lectures, and other special projects, using the Music Division's collections. In fiscal 2013, the Library is requesting obligational authority of **\$35 thousand** for Music Division activities.





APPENDICES

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APPENDIX A:

American Folklife Center, Veterans History Project, and Civil Rights History Project

American Folklife Center

The Library of Congress' American Folklife Center (AFC), created by an Act of Congress in 1976 to "preserve and present American folklife," collects, safeguards, and provides access to the unparalleled collections of the Archive of Folk Culture. The collections in the AFC's Archive of Folk Culture contain one-of-a-kind documentation of traditional cultural expressions that date from the end of the nineteenth century through the present. These collections preserve for future researchers a record of the folklife, cultural expressions, traditional arts, and oral histories of Americans and of our global neighbors.

In fiscal 2011, AFC acquired more than 222 thousand items related to folk culture in fiscal 2011. In particular, the center received 76,550 digital files and 7,380 CD-Rs of interviews from the StoryCorps Collection; approximately 120 mini-DV tapes that were used as the basis of a 6-hour public television series exploring 400 years of American history through the perspective of traditional music from the Nut Hill Productions collection; approximately 83 thousand sound recordings and manuscripts documenting the life and work of jazz and blues artists such as Stan Kenton, Coleman Hawkins, Muddy Waters, Howling Wolf, Son House, and John Lee Hooker from the Pete Welding Collection; 400 open-reel audio tapes that document performances at the Newport Folk Festival, 1963-65 and 1967-68 in the Bruce Jackson and Diane Christian Collection; 9,419 digital files, 200 DAT tapes, seven moving images, and 405 manuscripts in the latest addition to the National Council for the Traditional Arts (NCTA) Collection; two linear inches of manuscripts and two 5-inch open-reel audio tapes relating to Joan Halifax's work with Alan Lomax and the Cantometrics Project, 1964-1968 in the Joan Halifax Collection; 26 original audio cassette tapes and one CD-R of audio interviews with Stetson Kennedy and others, including David Lord, Myles Horton, Virginia Durr, and Judge Dan Duke, conducted in Florida and Alabama by Peggy Bulger from 1988 to 1990 in the Peggy Bulger Collection. The staff expanded and refined StoryPortal, a browser-based search interface for the StoryCorps Collection.

The AFC presented 13 Homegrown Concerts and

eight Botkin Lectures. The AFC produced two 2-day symposia, "Work and Transformation" and "Literatura de Cordel: Continuity and Change in Brazilian Popular Literature." All AFC public programs have been recorded and are online or pending as webcasts. AFC implemented beta-testing projects in its new Community Documentation Project in Occupational Folklore, to collect community-based interviews about occupational culture from ethnographers working in this field, documenting numerous occupations.

The AFC awarded the second round of Archie Green Fellowships to support original field research in the area of occupational folklore. The Center hosted one Junior Fellow and eight interns and awarded the Parsons and Reed Fellowships for research. The AFC continued to be a leader in international discussions concerning intangible cultural heritage and traditional knowledge, participating at the United Nations Educational, Scientific and Cultural Organization, the World Intellectual Property Organization (WIPO), and the Organization of American States meetings. The AFC continued to develop its online training site to expand upon a pilot program in collaboration with WIPO and the Center for Documentary Studies at Duke University to provide cultural documentation training to indigenous communities worldwide.

AFC also continued its work on both the Veterans History Project and the Civil Rights History Project which is a collaborative project with the Smithsonian Institution's National Museum of African American History and Culture.

Veterans History Project

The Veterans History Project (VHP) of the American Folklife Center collects, preserves, and makes accessible the personal accounts of American war veterans so that future generations may hear directly from the veterans and better understand the realities of war. In addition to veterans, VHP collects the accounts of U.S. citizen civilians who were actively involved in supporting war efforts, such as war industry workers, USO workers, flight instructors, medical volunteers, etc.. The Project collects first-hand accounts of U.S. Veterans from World War I (1914-1920), World War II (1939-1946), the Korean

War (1950-1955), the War in Viet Nam (1961-1975), the Persian Gulf War (1990-1995), and the Afghanistan and Iraq conflicts (2001-present).

In fiscal 2011, the VHP continued the groundwork laid during its first ten years by focusing on elevating standards, meeting researcher needs, and developing collections. The Project continued to focus on collections development of under-represented veterans' experiences such as chaplains and Korean War veterans and has done so while renewing, strengthening, and creating new ties with strategic organizational and regional participants and engaging a broad spectrum of individual volunteers. Having amassed more than 75,000 collections, the Project receives more than 100 new collections per week and currently has more than 10,500 collections digitized. In fiscal 2011, more than 7,000 new collections were added. There are now more than 16,000 RSS (Really Simple Syndication) subscribers and growing evidence of participant-initiated social media campaigns. VHP is the largest oral history project in the country, drawing public participation that meets the elevated standards of the Library of Congress.

The VHP worked with more than 200 congressional offices to provide services, including commemorative submission events, training sessions for volunteer interviewers, individual briefings on participation, and instructional video conferences with educators and other groups. Throughout the year, VHP participated in programs with educational institutions, libraries, professional organizations, communities, federal agencies, and veterans groups; examples include the U.S. Department of Defense Commemorative Commissions for both the 60th Anniversary of the Korean War and the 50th Anniversary of the Vietnam War, the U.S. Navy Memorial, Zora Neale Hurston Institute, American Red Cross, Vietnam Veterans Memorial Foundation, HISTORY Channel, and the Department of Veterans Affairs (VA).

The Project also presented a groundbreaking series focused on the service of chaplains from World War II through the present conflicts in Iraq and Afghanistan, to encourage and reach more chaplains' collections. In three separate panel discussions at the U.S. Navy Memorial, the House Committee on Veterans Affairs chamber, and the Library, VHP featured the experience of historic chaplains, including the first African American chaplain elevated to a position at the VA National Chaplain Center, the first Muslim appointed as an Imam chaplain in the U.S. military, and former Chief of Chaplains and World War II veteran, Admiral Ross Trower. This led to

a commitment from the Military Chaplains Association to record 213 interviews of its membership by 2013. Another example of an initiative driven by research interest was with the U.S. Navy Memorial, the U.S. Department of Defense 60th Anniversary of the Korean War Commemoration Committee, and the University of Central Florida (UCF). VHP presented a film screening and panel discussion about Ensign Jesse Leroy Brown, the nation's first African-American to be trained as an aviator for the U.S. Navy. Moderated by Medal of Honor recipient Captain Thomas J. Hudner, Jr., U.S. Navy (Ret.), the event precipitated an initiative with UCF and the Korean War Commission to gather further Korean War Veteran stories for VHP. Through its web site, the Project presented three online exhibits: "The First Ten Years", "Chaplains: On a Divine Mission", and "Wings of War." VHP served more than 40 onsite researchers a total of 612 collections and responded to more than 1,200 QuestionPoint and other email requests.

Some highlights of collections use include two upcoming major release documentaries on the Vietnam War, support for an exhibit at the National Postal Museum, and public-space installations such as a Veterans Memorial Hall in Iowa and a rehabilitation hospital in Maryland. VHP also provided 126 copies of audio-visual materials, at no cost, to requesting veterans or their families, many in preparation for memorial services.

Civil Rights History Project

On May 12, 2009, the President signed The Civil Rights History Project Act of 2009. This law directs the Library of Congress and the Smithsonian Institution's National Museum of African American History and Culture to conduct a survey of existing oral history collections with relevance to the Civil Rights Movement, and to record new interviews with people who participated in the Movement. The Project's accomplishments through fiscal 2011 include creating a web portal that provides public access to detailed information about existing recorded interviews with participants in the Civil Rights Movements that are housed in 900 archives, libraries, museums, and other repositories around the country; receiving, processing and preserving the first batch of new, recorded interviews with Movement participants generated by the Project; providing technical assistance to the Project's interview team; and working with other divisions of the Library of Congress to identify Civil Rights-era materials in the Library's holdings in order to digitize and provide access to previously inaccessible collections.



APPENDIX B:

Overseas Offices, Cooperative Acquisitions Program

Cairo, Egypt, Field Office

The Library of Congress office in Cairo, Egypt, was established in 1963 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. Each country has special conditions that affect the publishing output in these countries. Political unrest, censorship, war, poverty, and a general lack of standards in publishing regularly challenge the office as staff carry out its mission. In addition to collecting for the Library, the Cairo office collects materials for the 45 research libraries participating in the office's Middle East Cooperative Acquisitions Program (MECAP).

The office acquires newly published books on all subjects as well as some 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 with vital primary and secondary research material to provide them with a better understanding of 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 34 including its American field director, the office processes and catalogs materials acquired before sending them to Washington, DC and the 41 MECAP participants.

Fiscal 2011 saw revolution in the office's host country Egypt, leading to the evacuation of the field director for three months, who ran operations from Washington. Despite the daily turmoil and lack of security apparatuses, local staff kept operations unbroken and worked hard

to ensure the timely arrival of materials in Washington. This was exceptionally challenging because of the unrest in other countries of the region, particularly Yemen, Syria, Tunisia, and Libya. Coordinated efforts enabled the office to continue receiving and processing materials from these countries. Despite the political and social upheaval, office staff managed to gather several specimens of pamphlets, brochures, and statements forming the primary source materials of these revolutions, no small matter in countries where information and opinions had previously not been freely expressed. The events led to the office and Congressional Research Service (CRS) forming a closer working relationship, as the office ramped up its capacity to route daily press summaries and statements to CRS research staff to inform them better of the events "on the ground."

Fiscal 2011 statistics are as follows:

- Acquired 9,536 books for the Library of Congress
- Acquired 11,648 books for MECAP participants
- Acquired 572 items in special formats (maps, music, and videos/DVDs) for the Library of Congress
- Acquired 305 special format items for MECAP participants
- Maintained active subscriptions for 3,221 newspaper and journal titles for the Library of Congress
- Acquired 43,958 pieces of newspaper and journal titles for the Library of Congress
- Acquired 37,371 serial and newspaper issues for MECAP participants
- Created 9,319 bibliographic records for materials acquired.

Islamabad, Pakistan, Field Office

The Library of Congress office in Pakistan was established in 1962 in Karachi, Pakistan; in 1995, it shifted operations to the capital. The office functions as a regional center for processing materials acquired from Pakistan, Afghanistan, and Iran. Political unrest, censorship, war, poverty, and general lack of standards in publishing regularly challenge the office as staff carry out its mission. The office offers a Cooperative Acquisitions Program (CAP) for libraries and research institutions; at

present, the office serves 40 research libraries.

The office acquires newly published books and journals on all subjects and formats including maps, DVDs, and CDs. In addition to English, the office acquires materials in Urdu, Punjabi, Pushto, Sindhi, Persian, Balochi, Seraiki, Brahui, Kashmiri, Hindko, Khowar, Gujuri, Burushaski, and Kalami. Expert librarians direct the acquisitions effort using acquisitions trips as well as an extensive network of vendors to acquire materials. A staff of 29, including its American director, is responsible for all aspects of this active program.

The office selects materials based on the quality of scholarship, importance of subject, and the 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 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.

Fiscal 2011 statistics are as follows:

- Acquired 4,245 books for the Library of Congress
- Acquired 380 items in special formats (maps, music, and videos/DVDs) for the Library of Congress
- Acquired subscriptions for 27,624 newspaper and journal issues for the Library of Congress
- Created 7,696 bibliographic records for the materials acquired.

Jakarta, Indonesia, Field Office

The Library of Congress office in Jakarta, Indonesia, opened in 1963, consists of a staff of 50, including an American director. With sub-offices in Bangkok, Kuala Lumpur, Manila, and Yangon, the office is responsible for bibliographic control and the acquisition of research materials for the Library and more than 36 research libraries in Asia, Europe, and North America participating in the Southeast Asia Cooperative Acquisitions Program (CAPSEA).

The region is a major source for international business, scientific and technical information, and is one of the world's biodiversity treasures. A significant percentage of what the office collects includes unpriced noncommercial

materials that can only be acquired by visiting physically and virtually both government and non-profit organizations, and on occasion going to provincial centers and adjacent countries.

Jakarta is one of two overseas offices that have a digital and microformat preservation operation. Under the U.S. House Democracy Partnership, the office assists Timor Leste and Indonesia in strengthening their parliamentary information systems. This effort assisted the office to meet the goal to integrate digital technology into the core operations while providing congressional, CRS, and the Federal Research Program (FRP) staff with current regional information on a daily basis.

About 10 percent of monographs acquired and 40 percent of preservation reformatting are digital now, compared to there being no digital collection items as recently as 1995. Although the office is able to provide congressional and Library staff with access to digital materials, the office, with assistance and guidance from the Library in Washington, DC, is only beginning experimentation to develop a system to transfer routinely the overseas digital data to the Library for public access. There are unsolved intellectual property challenges that inhibit providing digital data to CAPSEA. Interagency cooperation encouraged by the management of the Department of State (DOS), especially the Embassy in Jakarta, has meant that more staff time is allocated to joint projects with executive agencies, and this has resulted in enhancing the Library's overseas' mission. There have been improved interagency relations and a more responsive local facility management in complying with International Cooperative Administrative Support Services (ICASS) standards, yet DOS has yet to provide significant ways to reduce overhead costs to its service providers. The increase in digital information offers access opportunities; Indonesia, for example, is one of the largest users world-wide, of Twitter and Facebook, two U.S.-founded enterprises. Regional vernacular printed titles have expanded, as the level of education in the region and democratic practices spread. This is reflected in the high percentage of non-English materials cataloged.

For fiscal 2012, the office will review operations to support a zero-based budget environment while expanding a digital orientation to mesh with the Bibliographic Framework Transition Initiative and improve meeting Legislative Branch and participant needs. Using metrics such as the selected ones noted below will provide quantifiable measurements for improving quality assurance management.

Fiscal 2011 selected statistics are as follows:

- Acquired 75,899 pieces for the Library of Congress
- Acquired 91,067 for CAPSEA participants
- Created 14,979 bibliographic records for the materials acquired
- Acquired 19,479 monographs for the Library of Congress
- Acquired 36,104 books for CAP participants
- Acquired 2,487 born digital items for the Library of Congress
- Acquired 1,202 maps for the Library of Congress
- Created 581 Digitized Table of Contents
- Completed 3,302 local and regional acquisitions visits for the Library of Congress and CAP participants
- Produced 715 reels of microform for the Library of Congress
- Reformatted 1,883,036 pages of analog and digital materials for the Library of Congress
- Sent more than 2,549 electronic items to congressional and CRS staff
- Sent out 150 acquisitions circulars to CAP participants.

Nairobi, Kenya, Field Office

Established in 1966, the Library of Congress office in Nairobi, Kenya, 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 not only for the national libraries (Library of Congress, National Agricultural Library, and National Library of Medicine), but also for 31 institutions that participate in the Cooperative Acquisitions Program (CAP) – primarily U.S. university libraries.

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 that are received in Nairobi. Approximately four thousand bibliographic records are created per year, and more than three thousand of these 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 languages.

Since 1991, the office has published the Quarterly Index to Africana Periodical Literature, which is available free online for U.S. and international scholars. It indexed more than 700 selected journals from 29 countries in Eastern, Southern, and Western Africa. The database currently has more than 51,000 indexed citations that would otherwise be unknown to scholars for research. Types of journals indexed include government documents, nongovernment organization publications, statistical sources, and commercial publications. Due to budget constraints and changing research needs, the index will no longer be updated by the office.

More than 400 news reports and 230 electronic copies of the Namibia national gazette were sent to the CRS, FRP, and Law Library.

Another noteworthy function of the office is the preservation of African newspapers. A total of 22,903 newspaper issues were received and checked-in, more than 460 thousand pages were collated and shipped to the Library of Congress New Delhi Office, and about 110 thousand pages were shipped to the Library of Congress in Washington for microfilming with funding from the Madison Council Trust Fund.

The Nairobi Office continued to contribute to the digitized table of contents (DTCO) project. In fiscal 2011, the office selected 595 titles for the DTCO Project.

The office is staffed with 24 employees, including an American director.

Fiscal 2011 statistics are as follows:

- Acquired 36,952 pieces for the Library of Congress
- Acquired 61,652 pieces for AfriCAP participants
- Acquired 3,567 books for the Library of Congress
- Acquired 26,780 newspapers and gazettes for the Library of Congress
- Acquired 5,586 other serials for the Library of Congress
- Created 3,867 new bibliographic records for materials acquired for the Library of Congress
- Indexed 1,625 new articles for the Quarterly Index to African Periodical Literature.

New Delhi, India, Field Office

The Library of Congress office in New Delhi, India, established in 1963, is the regional center for the acquisition and processing of 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) developing the South Asia collections of the Library in a comprehensive and in-depth manner, (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 43 university and institutional libraries.

Challenges to the accomplishment of the mission result from the lack of a developed book trade, which impedes the identification and acquisition of new research quality publications without a local presence. 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. High-speed development and economic growth have resulted in significant economic disparities.

The office is staffed with 88 local employees, an American director and deputy director. The staff have expertise in: Awadhi, Assamese, Bengali, Bhojpuri, Braj, Dingal, Diwehi, Dogri, Dzongkha, English, Garhwali, Gujarati, Himachali, Hindi, Kannada, Kodagu, Konkani, Kumauni, Magahi, Maithili, Malayalam, Malvi, Marathi, Nepali, Newari, Nimadi, French, German, Portuguese, Spanish, Oriya, Pali, Panjabi, Prakrit, Rajasthani, Sanskrit, Sinhalese, Siraiki, Tamil, Telugu, Tibetan, Tulu, and Urdu. A total of 26 dealers in the region send commercial publications to the office for selection for the Library and the SACAP participants. Library staff conduct local and distant acquisitions trips to obtain noncommercial, controversial, underground, and hard-to-acquire publications which are not available to commercial dealers.

The Office produces preservation-quality masters, print negatives, and positives of 293 newspapers, 48 periodicals, and 22 gazettes from 47 countries covered by Delhi, Bangladesh, Nepal, and Sri Lanka; Library offices in Cairo, Islamabad, and Nairobi; and the Library representative in Mongolia.

Fiscal 2011 statistics are as follows:

- Acquired 16,670 books for the Library of Congress
- Acquired 56,007 books for SACAP participants
- Acquired 951 items in special formats (maps, music, and videos/DVDs) for the Library of Congress
- Acquired 2803 special format items for SACAP participants

- Acquired 55,359 issues of newspapers, journals and gazettes for the Library of Congress
- Acquired 67,486 serial and newspaper issues for SACAP participants
- Created 11,303 bibliographic records in 29 languages for materials acquired
- Produced 8,323 microfilm reels (master negatives, printing negatives, and positives) for the Library of Congress.

Rio de Janeiro, Brazil, Field Office

The Library of Congress office in Rio de Janeiro, Brazil, established in 1966, processes materials acquired from five South American countries: Brazil, Uruguay, Suriname, French Guiana, and Guyana. Rio de Janeiro Office acquisitions librarians collect hard-to-find academic materials for use by Congressional policy makers, the Hispanic Division’s Handbook of Latin American Studies, and the international scholarly community through detailed field work.

In addition to acquiring materials for the Library, the Rio de Janeiro Office acquires serials and CDs for 40 research libraries participating in the Office’s CAP. The Rio de Janeiro CAP started in 1990 with serial subscriptions; music CDs were added in 1999. The 294 serial titles offered include scholarly journals and newspapers in economics, history, culture, and law. An additional 368 biomedical serial titles are acquired by the Rio de Janeiro Office for the National Library of Medicine (NLM). Brazil’s medical research is important to NLM because Brazil 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, but local Library staff members are needed to acquire research material from noncommercial Brazilian sources. Challenges faced include poor distribution of published materials, lack of advertising, legal barriers, 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 field director, the Rio de Janeiro Office processes and catalogs the materials acquired before sending them to Washington, DC, or to the 40 CAP participants.

Fiscal 2011 statistics are as follows:

- Acquired 6,442 books for the Library of Congress
- Acquired 173 books for NLM

- Acquired 265 items in special formats (maps, music, and videos/DVDs) for the Library of Congress
- Acquired 608 CDs for CAP participants
- Acquired 9,797 newspaper and journal pieces for the Library of Congress
- Acquired 10,086 serial and newspaper issues for CAP participants
- Created 4,797 bibliographic records for materials acquired

**Library of Congress
Cooperative Acquisitions Program Participants by State and Country**

| | Participant | India | Egypt | Pakistan | Kenya | Indonesia | Brazil |
|-----------------------|--|-------|-------|----------|-------|-----------|--------|
| United States: | | | | | | | |
| Alabama | Fairchild Research Information Center | | X | | | | |
| Arizona | Arizona State University | X | | | | X | |
| | University of Arizona | | X | | | | |
| California | Stanford University | | | X | X | | 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 |
| | UC, Riverside | | | | | X | |
| | UC, San Diego | | | | | | X |
| | UC, Santa Cruz | | | | | | X |
| | University of Southern California | | | | | | X |
| Connecticut | 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 |
| | Univ. of Illinois, Modern Languages & Linguistics Library | | X | | | | |
| Indiana | Indiana University | X | X | | X | | |
| | University of Notre Dame | | | | | | X |
| Iowa | University of Iowa | X | | X | X | | X |
| Kansas | University of Kansas | | | | X | | |
| Louisiana | Tulane University | | | | | | X |
| Maryland | National Agricultural Library | X | X | X | X | X | |
| | 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 |

**Library of Congress
Cooperative Acquisitions Program Participants by State and Country**

| | Participant | India | Egypt | Pakistan | Kenya | Indonesia | Brazil |
|----------------|---|-------|-------|----------|-------|-----------|--------|
| | Harvard Law Library | X | X | X | | X | |
| | Harvard Middle Eastern Division | X | X | X | | | |
| Michigan | 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 |
| | 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 | | | |
| | Cornell University Mann Library | | | X | | | |
| | New York Public Library | X | X | | X | | X |
| | New York University | X | X | X | | | X |
| | SUNY, Binghamton | | X | | | | |
| | Syracuse University | X | | | | | |
| | Vassar College | X | | | | | |
| North Carolina | Duke University | X | 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 | |
| | Temple University | | X | | | X | |
| | University of Pennsylvania | X | X | X | X | | |
| | University of Pittsburgh | | | | | | X |
| | University of Pittsburgh Law Library | | X | | | | |
| Rhode Island | Brown University | | X | | | | X |
| Tennessee | Vanderbilt University | | | | | | X |

**Library of Congress
Cooperative Acquisitions Program Participants by State and Country**

| | Participant | India | Egypt | Pakistan | Kenya | Indonesia | Brazil |
|------------------------------------|---|-----------|-----------|-----------|-----------|-----------|-----------|
| Texas | Rice University | | | | | | X |
| | University of Texas | X | | X | | X | X |
| Utah | Brigham Young University | | X | | | | X |
| | University of Utah | | X | | | | |
| Virginia | University of Virginia | X | X | X | | | |
| Washington | University of Washington | X | X | X | | X | X |
| Wisconsin | American Institute of Pakistan Studies | X | | | | | |
| | University of Wisconsin | X | | X | X | X | X |
| Subtotal, United States | 82 participants | 41 | 35 | 37 | 30 | 25 | 38 |
| Foreign Countries: | | | | | | | |
| Australia | Murdoch University Library | | | | | X | |
| | National Library of Australia | | | | | X | |
| Canada | McGill University | | 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 | | | |
| Japan | Kyoto University, Center for Southeast Asian Studies | | | | | X | |
| | National Diet Library | | | | | X | |
| Morocco | King Abdul Aziz al-Saood Foundation | | X | | | | |
| The Netherlands | Peace Palace Library | | X | | | | |
| | Royal Institute of Linguistics | | | | | X | |
| Saudi Arabia | National Center for Financial and Economic Information (NCFEI) | | X | | | | |
| Singapore | Institute for South East Asian Studies | | | | | X | |
| | Singapore National Library Board | | | | | X | |
| Switzerland | International Labor Organization | | X | | | | |
| United Kingdom | British Library | | X | | | | |
| | University of Essex | | | | | | X |
| | University of Exeter | | X | | | | |
| Subtotal, Foreign | 22 participants | 2 | 9 | 3 | 1 | 10 | 2 |
| TOTAL | 104 participants | 43 | 44 | 40 | 31 | 35 | 40 |



APPENDIX C:

Acquisition of Library Materials by Source Fiscal 2007 – Fiscal 2011

| Source | Pieces | | | | |
|-------------------------------|------------------|------------------|------------------|------------------|------------------|
| | Fiscal 2007 | Fiscal 2008 | Fiscal 2009 | Fiscal 2010 | Fiscal 2011 |
| Purchases: | | | | | |
| Appropriated - GENPAC/LAW | 712,129 | 1,171,227 | 723,390 | 888,496 | 1,883,489 |
| Appropriated Other | 83,574 | 17,848 | 27,686 | 27,323 | 11,485 |
| Gift and Trust Funds | 13,494 | 7,326 | 8,382 | 164,202 | 7,987 |
| Total Purchases | 809,197 | 1,196,401 | 759,458 | 1,080,021 | 1,902,961 |
| Non-Purchases: | | | | | |
| Exchange | 151,479 | 145,981 | 125,228 | 126,998 | 122,954 |
| Government Transfers | 58,174 | 77,511 | 84,146 | 322,511 | 72,982 |
| Gifts | 1,619,338 | 1,511,181 | 847,945 | 1,005,407 | 1,556,198 |
| Cataloging in Publication/PCN | 80,373 | 87,479 | 83,551 | 113,877 | 101,942 |
| Copyright Deposits | 1,077,152 | 526,508 | 739,364 | 814,243 | 706,583 |
| Total Non-Purchases | 2,986,516 | 2,348,660 | 1,880,234 | 2,383,036 | 2,560,659 |
| Total All Acquisitions | 3,795,713 | 3,545,061 | 2,639,692 | 3,463,057 | 4,463,620 |



APPENDIX D:

Library of Congress Mass Deacidification Project

Fiscal 2001 – Fiscal 2011

The Library’s Mass Deacidification Project will stabilize more than 8.5 million general collections books and at least 30 million pages of manuscripts over a 30 year period. Deacidification is an economical approach to keeping books and manuscripts available in usable form. It extends the useful life of acidic and slightly brittle paper by a minimum of 300 percent. This assures that, in most cases, treated materials will survive for 300 to 1,000 years or longer 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 million books and 8 million sheets of manuscript materials from the Library’s collections. The Library initiated a 5-year deacidification services contract in fiscal 2006 that has saved more than 1.25 million books and more than 5 million sheets of original manuscript materials. The Library negotiated the next 5-year contract, effective January 1, 2011, which should ensure saving the same quantities of at-risk acidic, paper-

based Library materials by the end of 2015. In fiscal 2011, the preservation directorate mass deacidified 288,334 books through contracted commercial deacidification (at Preservation Technologies, L.P.’s ‘Bookkeeper’ facility in Pennsylvania) and 1,013,400 manuscript sheets with equipment installed in the James Madison Building. This was over the annual goal to treat a minimum of 250 thousand books and more than the annual minimum requirement to deacidify at least 1 million sheets of unbound materials.

The production goal for each succeeding year will continue to achieve deacidification of a minimum of 250 thousand books and at least 1 million sheets of manuscript materials. Current projections are that the Library will treat an additional 5.25 million books and almost 21 million sheets of unbound materials in the remaining years of the 30-Year Plan. After that, the activity will be pared back to deacidify much smaller quantities each year and to treat only new acquisitions still printed on acidic paper.

| Fiscal Year | Collections Treated | | Total Obligations |
|--|---------------------|-------------|-------------------|
| | Books | Manuscripts | |
| 2001 | 104,497 | 0 | \$1,213 |
| 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 |
| 2012-2030 | | | \$176,551 |
| Total, Actual and Estimated Thirty-Year Mass Deacidification Program Cost | | | \$228,211 |



APPENDIX E:

National Digital Information Infrastructure and Preservation Program

Overview

The National Digital Information Infrastructure and Preservation Program (NDIIPP) was initiated in December 2000, when the Congress appropriated \$100 million for the program and authorized the Library to work with other federal agencies and a variety of additional stakeholders to develop a national strategy for the preservation of at-risk digital content. Since then, the Library has led the formation of a national network of partners dedicated to collecting and preserving important and “at-risk” born digital information.

Over the last nine years, the Library and its partners have been engaged in learning through action that has resulted in an evolving understanding of the most appropriate roles and functions for a national network of diverse stakeholders to preserve at-risk, born digital content. NDIIPP continues to strengthen and sustain current partnerships while focusing on developing preservation methodologies for emerging content types that are being created and distributed primarily via the Web. NDIIPP’s mission is to ensure access over time to a rich body of digital content through the establishment of a national network of partners committed to selecting, collecting, preserving, and making accessible at-risk digital information. A detailed program report can be found online at: www.digitalpreservation.gov/library/resources/pubs/docs/NDIIPP2010Report_Post.pdf.

Fiscal 2011 Accomplishments

By the end of fiscal 2011, the program accomplished the following:

Content: The program results include providing a central access point to more than 14 thousand at-risk collections, which were identified, collected, and preserved by the Library and its partners. In total, 90 percent are made accessible online either publicly or to researchers.

Network: More than 200 organizations are working together through National Digital Stewardship Alliance to expand and leverage the work of the NDIIPP Program. The alliance brings together academic, research, government, and business sectors. The program co-sponsored a symposium to identify synergies and common approaches to digital preservation that can be leveraged internationally. The program co-led a Library

Strategic Plan annual objective to identify criteria for the preservation of the Library’s digital materials which incorporates standards and practices developed in the NDIIPP partnerships.

Technical Infrastructure: Storage and transfer infrastructure for 400 terabytes of partner content in place at the Library was improved. More than 25 shared technical tools and services were made available for public download through open source licensing. Tools and services to leverage cost-effective cloud services for preservation were deployed in 2011, and the Library began the implementation of partner developed tools to audit and manage digital files.

Goals for Fiscal 2012 – Fiscal 2016

A significant reduction in funding has increased the importance of working collaboratively with partners through the Network and lengthened the timeframes for achieving the stated goals. Additionally the reduction has eliminated the ability of the Program to make grants for digital preservation research and development. Nonetheless, NDIIPP plans to meet the following goals by 2016:

Content: Effectively sustain and provide appropriate access to more than two thousand digital collections selected and collected for preservation through the NDIIPP partnerships. There is an emphasis on developing collections of content that is emerging from new communities and organizations such as science that engages citizens, journalism that is manifest in blogs, and social media as the focus of social science research.

Network: Work through the National Digital Stewardship Alliance with organizations from across the government, academic, non-profit, and commercial sectors to sustain preservation action especially in outreach to all 50 states. The goal is to engage these organizations in initiatives that provide benefit and usefulness locally and nationally.

Technical Infrastructure: Develop mechanisms, standards, and tools for cost-effective storage and secure management of digital collections distributed across the partnerships. Tools developed through the program are required to be open source and to be applicable to general digital preservation.

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|--|---|--|
| Alabama | Auburn University Libraries | member of National Digital Stewardship Alliance (NDSA), partner in MetaArchive Project part of the Digital Preservation Partners initiative |
| | Alabama Department of Archives and History | partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative |
| Alaska | Alaska Division of Libraries, Archives & Museums | member of National Digital Stewardship Alliance (NDSA), partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| Arizona | University of Arizona, Eller College of Management | lead partner in Investigating Data Provenance in the Context of New Product Design and Development part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative |
| | Arizona State Cartographer's Office | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Arizona State Library, Archives and Public Records | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| Arkansas | Arkansas History Commission | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Arkansas State Library | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| California | Internet Archive | member of National Digital Stewardship Alliance (NDSA), member of International Internet Preservation Consortium (IIPC), lead partner in K-12 Web Archiving, partner in Web Capture, partner in Tools and Services for Preserving Digital Video (VidArch) |
| | Defense Visual Information Directorate | member of Federal Agencies Digitization Guidelines Audio-Visual Working Group |
| | Gallivan, Gallivan & O'Melia LLC | partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative |
| | Ropers Majeski Kohn & Bentley PC | partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative |
| | Snyder, Miller & Orton LLP | partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative |
| | Stanford University | member of National Digital Stewardship Alliance (NDSA), lead partner in Stanford ICME Center of Excellence for Computational Approaches to Digital Stewardship, lead partner in Securely Managing the Lifetime of Versions in Digital Archives part of the Digital Architecture and Long Term Preservation (DIGARCH) initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Archive Ingest and Handling Test, partner in National Geospatial Digital Archive (NGDA) part of the Digital Preservation Partners initiative, lead partner in LOCKSS/CLOCKSS, partner in JHOVE2: A Next Generation Architecture for Format Aware Digital Preservation Processing, partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative, partner in Preserving Virtual Worlds part of the Preserving Creative America initiative |
| University of California, Santa Barbara (UCSB) | lead partner in National Geospatial Digital Archive (NGDA) part of the Digital Preservation Partners initiative | |
| California Digital Library | member of National Digital Stewardship Alliance (NDSA), lead partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative, member of International Internet Preservation Consortium (IIPC), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, lead partner in JHOVE2: A Next Generation Architecture for Format Aware Digital Preservation Processing, lead partner in Unified Digital Format Registry (UDFR) | |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|----------|---|---|
| | University of California, Berkeley | partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative |
| | University of California, Los Angeles | partner in Preserving Digital Independent Film as part of the Preserving Creative America initiative, partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative |
| | J. Paul Getty Trust | member of Section 108 Study Group |
| | Universal Mastering Studios | member of Section 108 Study Group |
| | University of California, San Diego | member of National Digital Stewardship Alliance (NDSA), lead partner in Digital Preservation Lifecycle Management: Building a Demonstration Prototype for the Preservation of Large Scale Multimedia Collections part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Chronopolis, lead partner in Distributed Storage and Preservation Services, partner in Tools and Services for Preserving Digital Video (VidArch) |
| | Scripps Institution of Oceanography | lead partner in Multi-Institution Testbed for Scalable Digital Archives part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative |
| | Academy of Motion Picture Arts and Sciences | member of National Digital Stewardship Alliance (NDSA), lead partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America Initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access |
| | NBC/Universal | partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative |
| | Sony Pictures | partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative |
| | Twentieth Century Fox | partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative |
| | Warner Brothers | partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative |
| | University of California, Irvine | partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access |
| | California State Archives | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | California State Library | member of National Digital Stewardship Alliance (NDSA), partner in partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | Legislative Counsel of California | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | National Academy of Recording Arts Producers and Engineers Wing | partner in Metadata Schema Development for Recorded Sound part of the Preserving Creative America initiative |
| | Linden Lab | partner in Preserving Virtual Worlds part of the Preserving Creative America initiative |
| | University of Southern California | member of National Digital Stewardship Alliance (NDSA) |
| | Audiovisual Archive Network | member of National Digital Stewardship Alliance (NDSA) |
| Colorado | National Park Service | member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group |
| | University of Colorado at Boulder | member of the DPOE Steering Committee |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|----------------------|--|---|
| | Colorado State Archives | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Colorado State Library | partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | National Center for Atmospheric Research | partner in Chronopolis |
| | National Conference of State Legislatures | member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | MAM-A Inc. | member of National Digital Stewardship Alliance (NDSA) |
| | The Bishoff Group | member of National Digital Stewardship Alliance (NDSA) |
| Connecticut | Roper Center for Public Opinion Research, University of Connecticut | member of National Digital Stewardship Alliance (NDSA) partner in Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative |
| | Connecticut State Library (Alliance of State Libraries) | partner in ECHO DEPOSITORY (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative |
| Delaware | Hagley Museum and Library | member of National Digital Stewardship Alliance (NDSA) |
| District of Columbia | U.S. Government Printing Office | member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, member of International Internet Preservation Consortium (IIPC) |
| | Government Accountability Office | member of Federal Agencies Digitization Guidelines Still Image Working Group |
| | Institute of Museum and Library Services (IMLS) | member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, member of Federal Agencies Digitization Guidelines Still Image Working Group, member of the DPOE Steering Committee |
| | National Gallery of Art | member of Federal Agencies Digitization Guidelines Still Image Working Group |
| | National Institute of Standards and Technology (NIST) | member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, member of Federal Agencies Digitization Guidelines Still Image Working Group |
| | National Transportation Library | member of Federal Agencies Digitization Guidelines Still Image Working Group |
| | The Department of Justice | member of Federal Agencies Digitization Guidelines Still Image Working Group |
| | Voice of America | member of Federal Agencies Digitization Guidelines Audio-Visual Working Group |
| | National Archives and Records Administration (NARA) | member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group, partner in Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative, member of Unified Digital Format Registry (UDFR) |
| | American Library Association | member of Section 108 Study Group |
| | Business Software Alliance | member of Section 108 Study Group |
| | Georgetown University Law Library | member of National Digital Stewardship Alliance (NDSA), member of Section 108 Study Group |
| | Walt Disney Company | member of Section 108 Study Group, partner in Digital Motion Picture Archive Framework Project part of the Preserving Creative America initiative |
| | Coalition for Networked Information | partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access |
| | Council on Library and Information Resources, including the Digital Library Federation | member of National Digital Stewardship Alliance (NDSA), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Documentation of Collaborative Practices |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|---------|--|---|
| | IEEE Computer Society | partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access |
| | Smithsonian Institution | member of National Digital Stewardship Alliance (NDSA), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group member of the DPOE Steering Committee |
| | District of Columbia Office of the Chief Technology Officer | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Folger Shakespeare Library | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | Biodiversity Heritage Library | partner in DuraCloud |
| | Federal Library and Information Center Committee (FLICC) | member of National Digital Stewardship Alliance (NDSA) |
| | National Endowment of the Humanities (NEH) | member of National Digital Stewardship Alliance (NDSA) |
| | United States Holocaust Memorial Museum | member of National Digital Stewardship Alliance (NDSA) |
| | Jefferson Institute | member of National Digital Stewardship Alliance (NDSA) |
| | Catholic University of America School of Library and Information Science | member of National Digital Stewardship Alliance (NDSA) |
| | U.S. Fish and Wildlife Service | member of National Digital Stewardship Alliance (NDSA) |
| | National Endowment for the Humanities | member of the DPOE Steering Committee, Federal advisor to NDIIPP |
| Florida | Florida State University Libraries | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | Florida Department of State | member of National Digital Stewardship Alliance (NDSA), partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative |
| | Stock Artists Alliance | lead partner in Standardized Metadata for Stock Photography part of the Preserving Creative America initiative |
| | Florida Center for Library Automation | member of National Digital Stewardship Alliance (NDSA), member of Unified Digital Format Registry (UDFR) |
| | E-Z Photo Scan | member of National Digital Stewardship Alliance (NDSA) |
| Georgia | LYRASIS | a DPOE Baseline Train-the-Trainer Instructor |
| | Emory University | member of National Digital Stewardship Alliance (NDSA), lead partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | Georgia Institute of Technology | partner in the MetaArchive Project part of the Digital Preservation Partners initiative, partner in Unified Digital Format Registry (UDFR) |
| | Georgia Archives - Records and Information Management Services | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | University of Georgia | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Educopia Institute, Inc. | member of National Digital Stewardship Alliance (NDSA), lead partner in MetaArchive Project part of the Digital Preservation Partners initiative, DPOE Baseline ,a Train-the-Trainer Instructor |
| | Historically Black Colleges and Universities Library Alliance | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| Hawaii | Hawaii State Archives | member of National Digital Stewardship Alliance (NDSA) |
| Idaho | Idaho Commission for Libraries | member of National Digital Stewardship Alliance (NDSA), partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | Idaho State Archives | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|-----------|---|--|
| Illinois | Illinois State Library | partner in partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative, partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | University of Illinois at Urbana-Champaign (UIUC) | member of National Digital Stewardship Alliance (NDSA), partner in Unified Digital Format Registry (UDFR), lead partner in Preserving Virtual Worlds part of the Preserving Creative America initiative, leadpartner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative |
| | Illinois General Assembly, Legislative Information System | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Illinois State Archives | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Northwestern University | partner in Preserving Digital Still Images part of Preserving Creative America |
| | Center for Research Libraries | member of National Digital Stewardship Alliance (NDSA) |
| Indiana | Indiana State Archives | partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | Indiana State University | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | Legal Information Preservation Alliance | member of National Digital Stewardship Alliance (NDSA) |
| | Indiana University Libraries | member of National Digital Stewardship Alliance (NDSA) |
| Iowa | Indiana Commission on Public Records | member of National Digital Stewardship Alliance (NDSA) |
| | SCOLA | member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital International Television part of the Preserving Creative America initiative |
| Kansas | Council of State Archivists | member of National Digital Stewardship Alliance (NDSA), member of the DPOE Steering Committee |
| | Kansas Historical Society | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative, partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information |
| Kentucky | Kansas Information Technology Office | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | University of Kentucky | member of the DPOE Steering Committee, a DPOE Baseline Train-the-Trainer Instructor |
| | University of Louisville Libraries | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | Kentucky Department for Libraries and Archives | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Kentucky Division of Geographic Information | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| Louisiana | Kentucky State University | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Louisiana State Archives | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|---------------|---|--|
| Maine | Maine Office of GIS | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Maine State Archives | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| Maryland | AIIM | leader of PDF/A Working Group |
| | National Agricultural Library (NAL) | member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Federal Agencies Digitization Guidelines Audio-Visual Working Group |
| | Johns Hopkins University | member of National Digital Stewardship Alliance (NDSA), lead partner in Securely Managing the Lifetime of Versions in Digital Archives part of the Digital Architecture and Long Term Preservation (DIGARCH) initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Archive Ingest and Handling Test |
| | University of Maryland | member of National Digital Stewardship Alliance (NDSA), partner in Chronopolis, lead partner in Robust Technologies for Automated Ingestion and Long-Term Preservation of Digital Information part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, partner in Preserving Virtual Worlds part of the Preserving Creative America initiative, lead partner in Birth of the Dot Com Era of the Digital Preservation Partners initiative, member of the DPOE Steering Committee |
| | National Library of Medicine (NLM) | member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group, member of Section 108 Study Group |
| | Maryland Department of Natural Resources | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Maryland State Archives | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| Massachusetts | Harvard University | member of National Digital Stewardship Alliance (NDSA), partner in Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative, lead partner in Global Digital Format Registry, partner in Unified Digital Format Registry, member of International Internet Preservation Consortium (IIPC), lead partner in Archive Ingest and Handling Test (UDFR) |
| | WGBH Educational Foundation | member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative |
| | Tufts University, Peruses Project | partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative |
| | Houghton Mifflin Company (former) | member of Section 108 Study Group |
| | Woods Hole Oceanographic Institute | partner in Multi-Institution Testbed for Scalable Digital Archives part of the Digital Architecture and Long-Term Preservation (DIGARCH) |
| | Boston College | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | Clemson University | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | Tessella | member of National Digital Stewardship Alliance (NDSA), a DPOE Baseline Train-the-Trainer Instructor |
| | Ex Libris Group | member of National Digital Stewardship Alliance (NDSA) |
| | Northeast Document Conservation Center | member of National Digital Stewardship Alliance (NDSA) |
| | University of Massachusetts Amherst Libraries | member of National Digital Stewardship Alliance (NDSA) |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|-------------|---|---|
| Michigan | Inter-university Consortium for Political and Social Research (ICSPR), part of the University of Michigan | member of National Digital Stewardship Alliance (NDSA), lead partner in Data Center Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative, primary consultant to the DPOE program and as a DPOE Baseline Train-the-Trainer Instructor |
| | Michigan State University Archives & Historical Collections | member of National Digital Stewardship Alliance (NDSA) |
| | Michigan State University Libraries | member of National Digital Stewardship Alliance (NDSA), partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative |
| | University of Michigan | member of National Digital Stewardship Alliance (NDSA), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Incentives for Data Producers to Create Archive-Ready Data Sets part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative |
| | Data Preservation Alliance for the Social Sciences (Data-PASS) | member of National Digital Stewardship Alliance (NDSA) |
| | Archive Media Partners | member of National Digital Stewardship Alliance (NDSA) |
| Minnesota | Minnesota Department of Administration, Geospatial Information Office (MnGeo) | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Minnesota Historical Society | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative, lead partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Minnesota Legislative Reference Library | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Minnesota Office of Revisor of Statutes | member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Thomson Reuters | member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | University of Minnesota Libraries | member of National Digital Stewardship Alliance (NDSA) |
| Mississippi | Mississippi Department of Archives & History | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| Missouri | Universal Press Syndicate | lead partner in Preserving Digital Cartoons (or Content Transfer for Prints and Photographs Collections) part of the Preserving Creative America initiative |
| | Federal Reserve Bank of St. Louis | member of National Digital Stewardship Alliance (NDSA) |
| Montana | Montana State Archives | partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | Montana State Library | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Montana Department of Administration/State Information Technology Services Division | member of National Digital Stewardship Alliance (NDSA) |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|--|--|---|
| Nebraska | Nebraska State Historical Society | member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Nebraska State Library | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| Nevada | Nevada State Library and Archives | member of National Digital Stewardship Alliance (NDSA), partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| New Hampshire | National Association of Government Archives and Records Administrators | member of the DPOE Steering Committee |
| New Jersey | John Wiley & Sons (former) | lead partner in Section 108 Study Group |
| New Mexico | New Mexico State Archives and Libraries | partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative |
| | Los Alamos National Lab Research Library | member of National Digital Stewardship Alliance (NDSA), lead partner in Electronic Journal Metadata & Transfer Project, partner in Tools for A Preservation-Ready Web, partner in Integrating the Past Web into the Current Web: Memento |
| New York | Educational Broadcasting Corporation (EBC) | lead partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative |
| | Morrison & Foerster, LLP | partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative |
| | New York University | member of National Digital Stewardship Alliance (NDSA), partner in Unified Digital Format Registry (UDFR), partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative, partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative |
| | Andrew W. Mellon Foundation | member of Section 108 Study Group |
| | Association of American University Presses | member of Section 108 Study Group |
| | Columbia University Library | member of National Digital Stewardship Alliance (NDSA), member of Section 108 Study Group, lead partner in International Study on the Impact of Copyright Law on Digital Preservation, member of the International Internet Preservation Consortium |
| | Cornell University Library | member of National Digital Stewardship Alliance (NDSA), member of Section 108 Study Group |
| | Cowan, DeBaets, Abrahams & Sheppard, LLP | member of Section 108 Study Group |
| | JSTOR | member of Section 108 Study Group |
| | Penguin Group (USA) | member of Section 108 Study Group |
| | Time Inc. | member of Section 108 Study Group |
| | IthaKa Harbors, Inc. | partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, lead partner in Portico Project, lead partner in Preservation of E-journals |
| | Portico | member of National Digital Stewardship Alliance (NDSA), partner in JHOVE2: A Next Generation Architecture for Format Aware Digital Preservation Processing, lead partner in Archiving and Preserving e-Journals |
| | Rensselaer Polytechnic Institute | lead partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access |
| | New York State Archives | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative, partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative |
| New York State Office of Cyber Security and Critical Infrastructure Coordination | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative | |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|----------------|--|---|
| | Sony Music Entertainment | partner in Metadata Schema Development for Recorded Sound part of the Preserving Creative America initiative |
| | ARTstor | member of National Digital Stewardship Alliance (NDSA), lead partner in Preserving Digital Still Images part of Preserving Creative America |
| | Rochester Institute of Technology, School of Interactive Games & Media | partner in Preserving Virtual Worlds part of the Preserving Creative America initiative |
| | DuraSpace | member of National Digital Stewardship Alliance (NDSA), lead DuraCloud |
| | New York Public Library | member of National Digital Stewardship Alliance (NDSA), lead DuraCloud |
| | WNET | member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative |
| | Center for the International Earth Science Information (CIESIN) | member of National Digital Stewardship Alliance (NDSA), partner in developing a geospatial clearinghouse |
| | Munsell Studio | member of National Digital Stewardship Alliance (NDSA) |
| | Rhizome | member of National Digital Stewardship Alliance (NDSA) |
| | Metropolitan New York Library Council | member of National Digital Stewardship Alliance (NDSA) |
| | New York Philharmonic | member of National Digital Stewardship Alliance (NDSA) |
| | Muller Media Conversions | member of National Digital Stewardship Alliance (NDSA) |
| North Carolina | University of North Carolina at Chapel Hill | member of National Digital Stewardship Alliance (NDSA), partner in Data Preservation Alliance for the Social Sciences (Data-PASS) part of the Digital Preservation Partners initiative, lead partner in Preserving Video Objects and Context part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, lead partner in Tools and Services for Preserving Digital Video (VidArch), lead partner in Section 108 Study Group, a DPOE Baseline Train-the-Trainer Instructor |
| | State Library of North Carolina | partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative |
| | North Carolina Center for Geographic Information & Analysis | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | North Carolina State University Libraries | member of National Digital Stewardship Alliance (NDSA), lead partner in North Carolina Geospatial Data Archiving Project (NCGDAP) part of the Digital Preservation Partners initiative, partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | North Carolina State Archives | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | State Library of North Carolina | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | North Carolina Department of Cultural Resources | member of National Digital Stewardship Alliance (NDSA) |
| North Dakota | North Dakota Legislative Council | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | State Historical Society of North Dakota | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| Ohio | OCLC | member of National Digital Stewardship Alliance (NDSA), partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative, partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access |
| Oklahoma | Oklahoma Department of Libraries | member of National Digital Stewardship Alliance (NDSA) |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|----------------|---|--|
| Oregon | Oregon State Archives | partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | Oregon State Library | member of National Digital Stewardship Alliance (NDSA), partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | Oregon State University | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| Pennsylvania | Military History Institute, Army Heritage and Education Center | member of Federal Agencies Digitization Guidelines Still Image Working Group |
| | Drexel University | lead partner in Digital Engineering Archives part of Digital Architecture and Long Term Preservation (DIGARCH) |
| | Pennsylvania State University | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | American Society of Media Photographers | member of National Digital Stewardship Alliance (NDSA), lead partner in Metadata Standards and Tools for Digital Photography part of the Preserving Creative America initiative |
| | The Library Company of Philadelphia | member of National Digital Stewardship Alliance (NDSA) |
| South Carolina | South Carolina Department of Archives and History | member of National Digital Stewardship Alliance (NDSA), partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative |
| | University of South Carolina | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| Tennessee | Vanderbilt University | partner in National Geospatial Digital Archive (NGDA) part of the Digital Preservation Partners initiative |
| | University of Tennessee | member of National Digital Stewardship Alliance (NDSA), lead partner in Planning a Globally Accessible Archive of MODIS Data part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, partner in National Geospatial Digital Archive (NGDA) part of the Digital Preservation Partners initiative |
| | Tennessee State Libraries and Archives | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative, partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | BMS/Chace | member of National Digital Stewardship Alliance (NDSA), lead partner in Metadata Schema Development for Recorded Sound part of the Preserving Creative America initiative |
| | Tennessee General Assembly | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Department of Energy Office of Scientific and Technical Information | member of National Digital Stewardship Alliance (NDSA) |
| Texas | University of North Texas | member of National Digital Stewardship Alliance (NDSA), partner in the MetaArchive Project part of the Digital Preservation Partners initiative, member of International International Internet Preservation Consortium (IIPC), partner in Web at Risk: A Distributed Approach to Preserving Our Nation's Political Cultural Heritage part of the Digital Preservation Partners initiative |
| | Texas Natural Resources Information Systems | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Texas State Library and Archives Commission | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Rice University | partner in the MetaArchive Project part of the Digital Preservation Partners initiative |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|------------|---|--|
| Utah | Utah Automated Geographic Reference Center | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Utah Division of Archives and Records Service | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Corporation of the President of The Church of Jesus Christ of Latter-day Saints | member of National Digital Stewardship Alliance (NDSA) |
| Vermont | Vermont Department of Libraries | partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| | Vermont State Archives and Records Administration | member of National Digital Stewardship Alliance (NDSA), partner in A Model Technological and Social Architecture for the Preservation of State Government Digital Information part of the Preserving State Government Information initiative |
| Virginia | National Technical Information Service | member of National Digital Stewardship Alliance (NDSA), member of Federal Agencies Digitization Guidelines Still Image Working Group |
| | U.S. Geological Survey | member of Federal Agencies Digitization Guidelines Still Image Working Group |
| | Zepheira | partner developer in the ViewShare platform |
| | Old Dominion University Research Foundation | member of National Digital Stewardship Alliance (NDSA), lead partner in Integrating the Past Web into the Current Web: Memento, lead partner in Tools for A Preservation-Ready Web, lead partner in Shared Infrastructure Preservation Models part of the Digital Architecture and Long-Term Preservation (DIGARCH) initiative, lead partner in Archive Ingest and Handling Test |
| | George Mason University, Center for History and New Media | member of National Digital Stewardship Alliance (NDSA), partner in Birth of the Dot Com Era part of the Digital Preservation Partners initiative |
| | Public Broadcasting Service | member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Public Television part of the Digital Preservation Partners initiative |
| | Virginia Polytechnic Institute and State University | member of National Digital Stewardship Alliance (NDSA), partner in the MetaArchive Project part of the Digital Preservation Partners initiative |
| | National Science Foundation | partner in Digital Archiving and Long-Term Preservation (DIGARCH), partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access |
| Washington | University of Virginia | partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access |
| | Microsoft Corporation | partner in Blue Ribbon Task Force on Sustainable Digital Preservation and Access, partner in Multistate Preservation Consortium Utilizing the Washington State Digital Archives Framework part of the Preserving State Government Information initiative, member of the DPOE Steering Committee |
| | Eastern Washington University | partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | Washington State Archives | lead partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| | Washington State Library | partner in Multi-State Preservation Consortium part of the Preserving State Government Information initiative |
| Wisconsin | Art on File | member of National Digital Stewardship Alliance (NDSA), partner in Preserving Digital Still Images part of Preserving Creative America |
| | Wisconsin State Library (Alliance of State Libraries) | partner in ECHO DEpository (Exploring Collaborations to Harness Objects with a Digital Environment for Preservation) part of the Digital Preservation Partners initiative |

**Library of Congress
NDIIPP Partners and Projects**

| State | Partner | Project/Activity |
|---------|---|--|
| | University of Wisconsin-Madison | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Wisconsin Department of Administration | member of National Digital Stewardship Alliance (NDSA), partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |
| | Wisconsin Historical Society | member of National Digital Stewardship Alliance (NDSA), partner in Persistent Digital Archives and Library System (PeDALS) part of the Preserving State Government Information initiative |
| Wyoming | University of Wyoming, American Heritage Center | partner in Geospatial Multistate Archive and Preservation Project (GeoMAPP) part of the Preserving State Government Information initiative |



APPENDIX F:

Teaching with Primary Sources (TPS)

Overview

Under the Teaching with Primary Sources program (TPS) of the Office of Strategic Initiatives (OSI), Library staff and institutional partners deliver professional development that assists teachers as they use the Library's vast collection of digitized primary sources to enrich their classroom instruction. These primary sources, when embedded in inquiry-based instruction, help build content knowledge, critical thinking, and analysis skills in students.

In fiscal 2011, the TPS program served a total of 19,448 teachers from 353 congressional districts. Of the 353 congressional districts served, Library staff delivered professional development to teachers from 115 districts. TPS Educational Consortium members and regional program coordinators, who serve educational communities in all 50 states, reached teachers from 238 congressional districts. Library staff conducted 109 institute, workshop, and presentation sessions for 1,168 teachers held at the Library and 22 professional development sessions for 957 teachers in outside venues. TPS partners conducted 1,717 professional development sessions for 17,323 teachers focused on using the Library's digitized primary sources to create instruction that builds students' literacy, content knowledge, and critical thinking skills.

TPS Educational Events Held at the Library

TPS expanded its Summer Teacher Institutes to a five-day program, which is now accredited by the George Mason University for three graduate credits. The Library offered seven institutes in the summer of 2011—the most it has offered to date. This year, more than 500 educators applied for the institutes, of which more than 150 were accepted representing 31 states.

The LOC Box (pronounced “Lock Box”) program is the Library's new in-person educational offering for student groups in grades four to six. Students and their teachers/chaperones work in teams to explore the Library's historic Thomas Jefferson Building. In fiscal 2011, a total of 1,101 students from area school systems participated. The Library hosted an additional 38 children from congressional families as part of the swearing-in of the 112th Congress.

The TPS Educational Consortium and Regional Grantees

The Library of Congress has two types of institutional partners: TPS Educational Consortium members and regional grantees.

The TPS Educational Consortium is comprised of school districts, universities and educational foundations that assist in the design of the TPS program and offer TPS professional development on an ongoing basis, year round. At the beginning of fiscal 2011, there were 26 Consortium members in 12 states: California, Colorado, Illinois, Indiana, Florida, Louisiana, Massachusetts, New York, North Carolina, Pennsylvania, Tennessee, and Virginia. The professional development that these organizations offer includes workshops, online courses, graduate courses, and mentoring that meet the same goals as the professional development offered in Washington, DC at the Library.

During fiscal 2011, the Library inducted two new members into the Consortium: the Northwest Council for Computer Education (NCCE), and the University of the Arts. With the addition of NCCE, the Library expanded its geographic reach to Idaho, Montana, Oregon and Washington. The University of the Arts brings to the Consortium a capacity to infuse fine arts instruction, using the Library's digitized primary sources across the K-12 curriculum.

Regional grantees receive grants of up to \$20,000 to incorporate TPS methods and materials into existing programs for teachers. By the end of fiscal 2011, the total number of school districts, libraries, educational associations and cultural institutions who have strengthened their professional development offerings with TPS content rose to 121 in 36 states and the District of Columbia. Three Regional Coordinators in the East, Midwest, and West manage the grant program on behalf of the Library.

Teacher Tools and Digital Initiatives

During fiscal 2011, TPS strengthened the resources available to teachers online by adding content and making it more accessible. OSI's Educational Outreach program launched *Teaching with the Library of Congress*, a

teacher-focused blog on the Library's web site. The blog promotes practical strategies for the effective use of the Library's online collections and spotlights items from the collections that are especially well suited for classroom use.

Educational Outreach also launched *Search by Standards* functionality for its classroom materials. This simple tool, developed in collaboration with Web Services, allows teachers to quickly find which Library of Congress classroom materials meet their state teaching standards. In addition, the Library's web site for teachers, loc.gov/teachers, was named one of the top ten free resources sites for teachers, and the professional development section of this site was named the "Site of the Week" by E-School News, a leading education technology newspaper.

Future Program Growth and Development

The TPS program's past successes have laid the foundation for further growth. The Library plans to continue the above programs and also will expand its efforts in the following areas:

Enriching TPS Professional Development for Teachers

In fiscal 2012, the Library will increase the usability of its professional development curriculum by enhancing online interactive tools and creating content that meet the needs of teacher subgroups.

The Library also will increase awareness and extend

the reach of TPS classroom materials by developing and deploying online professional development courses through collaborations with other educational organizations. This will include delivering content via third-party sites.

Building Program Participation

Although the Library does not intend to expand membership in the Educational Consortium in fiscal 2012, the number of institutional partners brought into the program through regional grants will grow. The regional coordinators will seek to identify organizations in the six states where there are not currently partners, for example, Mississippi, New Hampshire, and South Dakota.

Library staff also will test the concept of an online Teachers Network through which alumni of TPS programs delivered by Library staff and institutional partners can remain engaged in a community dedicated to the effective educational use of the Library's digitized primary sources.

Increasing Program Awareness

In fiscal 2012, the Library will broaden its messaging to reach greater numbers of teachers, administrators, education opinion leaders, and educational organizations by expanding social media efforts, both by increasing the volume of TPS posts and by using additional social media tools.



APPENDIX G:

Copyright Office Records Digitization Project Report of Accomplishments Fiscal 2011

Preservation

The project scanned, performed quality assurance review, and migrated to long-term managed storage a total of 10,013,751 registration cards from the Copyright Card Catalog, and 318 of the 660-volume Catalog of Copyright Entries, a published index of registrations and recorded documents from 1891 to 1977.

Public Access

The project established an independent study project and assigned two graduate students to research and provide recommendations for achieving large-scale metadata capture using, among other technologies and methodologies, optical character recognition and crowd-sourcing for data entry.

A plan was drafted to create and make available online a demonstration model comprised of a small searchable set of Copyright records primarily from the pre-1978 period. An index of data records fully compatible with post-1977 Copyright MARC records will be created and linked to images of the underlying paper records including but not limited to the respective application for registration, assignment document, catalog cards, and record book pages. Visitors to www.copyright.gov will be invited to conduct a search of the demonstration model and provide feedback as to the searchability, appearance, organization and design of the search and display pages.



APPENDIX H:

Copyright Office – Estimated Value of Materials Transferred to the Library in Fiscal 2011

Copyright Office, Salaries and Expenses

Estimated Value of Materials Transferred to the Library of Congress in Fiscal 2011

(Dollars in Thousands)

| Category of Work | Registered Works Transferred | Non-Registered Works Transferred | Total Works Transferred | Average Unit Price | Value of Works Transferred |
|---|------------------------------|----------------------------------|-------------------------|--------------------|----------------------------|
| Books¹ | 229,899 | 81,467 | 311,366 | | \$13,724,210 |
| Book - hardbound | 76,628 | 16,170 | 92,798 | \$83.6 | [7,753,273] |
| Book - softbound | 134,543 | 13,317 | 147,860 | 38.1 | [5,637,902] |
| e-books (Pro Quest) | 18,728 | 51,980 | 70,708 | 4.7 | [333,035] |
| Serials² | 79,603 | 242,687 | 322,290 | | 9,491,241 |
| Periodicals ³ | 79,439 | 238,367 | 317,806 | 49.8 | [9,488,416] |
| Newspapers | 164 | 4.3 | 4,484 | 1.1 | [2,825] |
| Microforms | 226 | 6,102 | 6,328 | | 805,091 |
| Microfilm | 13 | 6,102 | 6,115 | 131.5 | [803,939] |
| Microfiche | 213 | 0 | 213 | 5.4 | [1,152] |
| Motion Pictures | 9,836 | 0 | 9,836 | | 5,477,025 |
| Film - 35 mm/70 mm/IMAX | 390 | 0 | 390 | 11,567.9 | [4,511,493] |
| Film - 16 mm | 2 | 0 | 2 | 1,500.0 | [3,000] |
| Videotape | 9,444 | 0 | 9,444 | 101.9 | [962,532] |
| CD/DVDs | 50,341 | 989 | 51,330 | 25.0 | 1,283,250 |
| Printed Music | 3,592 | 727 | 4,319 | 54.7 | 236,163 |
| Maps | 367 | 108 | 475 | 42.8 | 20,344 |
| Prints, Posters, Photographs, and Works of Art | 639 | 0 | 639 | 34.7 | 22,192 |
| Total | 374,503 | 332,080 | 706,583 | | \$31,059,516 |

¹ 60 percent of "Books" are selected for the collections; 40 percent are used for the Library's exchange program.

² 60 percent of "Serials" are selected for the collections, except for microfilm newspapers (100 percent of which are selected).

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 2008 – Fiscal 2013
(Dollars in Thousands)

| Authority/Obligations | 2008 Actual | 2009 Actual | 2010 Actual | 2011 Actual | 2012 Estimate | 2013 Estimate |
|--|-----------------|-----------------|-----------------|-----------------|------------------|------------------|
| Receipt Authority: | | | | | | |
| Offsetting collections | \$29,592 | \$27,099 | \$27,799 | \$27,359 | \$30,029 | \$28,029 |
| Royalties credited to Licensing appropriation from Cable, Satellite, and DART | 3,117 | 4,169 | 5,172 | 5,266 | 5,109 | 5,202 |
| Royalties credited to CRJ appropriation from Cable, Satellite, and DART | 142 | 395 | 151 | 137 | 375 | 380 |
| Estimated value of materials transferred to the Library | 23,739 | 32,298 | 32,885 | 31,060 | 32,000 | 33,000 |
| Total Receipt Authority | \$56,590 | \$63,961 | \$66,007 | \$63,822 | \$67,513 | \$66,611 |
| Obligations: | | | | | | |
| Pay | \$38,944 | \$39,717 | \$43,259 | \$43,436 | \$41,307 | \$42,242 |
| Other Obligations | 6,312 | 8,610 | 10,132 | 9,013 | 10,343 | 10,530 |
| Total Obligations | \$45,256 | \$48,327 | \$53,391 | \$52,449 | \$51,650 | \$52,772 |
| RATIO of Receipt Authority to Obligations | 125% | 132% | 124% | 122% | 131% | 126% |





A. Administrative Provisions

1. Section 1301 – 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:

Table with 2 columns: Fund Type, Amount. Reimbursable Funds: \$ 2,000,000. Revolving Funds: \$ 176,958,000.

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. 1301. (a) IN GENERAL.—For fiscal year 2013, the obligational authority of the Library of Congress for the activities described in subsection (b) may not exceed \$178,958,000.

(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.

(c) TRANSFER OF FUNDS.—During fiscal year 2013, the Librarian of Congress may temporarily transfer funds appropriated in this Act, under the heading “Library of Congress”, under the subheading “Salaries and Expenses”, to the revolving fund for the FEDLINK Program and the Federal Research Program established under section 103 of the Library of Congress Fiscal Operations Improvement Act of 2000 (Public Law 106-481; 2 U.S.C. 182c): Provided, That the total amount of such transfers may not exceed \$1,900,000; Provided further, That the appropriate revolving fund account shall reimburse the Library for any amounts transferred to it before the period of availability of the Library appropriation expires.

2. Section 1302 – Librarian of Congress – Transfer Authority

The following is the proposed administrative provision:

TRANSFER AUTHORITY

SEC. 1302. (a) IN GENERAL.—Amounts appropriated for fiscal year 2013 for the Library of Congress may be transferred during fiscal year 2013 between any of the headings under the heading “Library of Congress” upon the approval of the Committees on Appropriations of the Senate and the House of Representatives.

(b) LIMITATION.—Not more than 10 percent of the total amount of funds appropriated to the account under the heading “Library of Congress” for fiscal year 2013 may be transferred from that account by all transfers made under subsection (a).

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...\$430,051,000 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 2013 and shall remain available until expended...

Provided further, That of the total amount available for obligation shall be reduced by the amount by which collections are less than \$6,350,000...

Provided further, That of the total amount appropriated, \$7,068,000 shall remain available until expended for the digital collections and educational curricula program....

2. The Library of Congress, Copyright Office Salaries and Expenses appropriation language changes:

For necessary expenses of the Copyright Office, \$52,772,000, of which not more than \$28,029,000, to remain available until expended, shall be derived from collections during fiscal year 2013...

Provided further, That not more than \$5,582,000 shall be derived from collections during fiscal year 2013...

Provided further, That the total amount available for obligation shall be reduced by the amount by which collections are less than \$33,611,000...

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)...\$109,205,000...

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), \$51,522,000...



ARCHITECT OF THE CAPITOL – LIBRARY BUILDING AND GROUNDS

OVERVIEW

The Library Building and Grounds jurisdiction is responsible for the maintenance, repair, operations, mechanical and electrical infrastructure, heating, ventilation and air conditioning (HVAC), plumbing, painting, grounds maintenance, snow removal and any construction for the Library of Congress Buildings and Grounds. Facilities include the James Madison Memorial Building (JMMB), John Adams Building, Thomas Jefferson Building (TJB), and Library of Congress Special Facilities Center. The Library Building and Grounds jurisdiction manages the Library of Congress facilities within the 100-acre campus at Ft. Meade, Maryland. These include book and collection storage modules with environmentally-controlled conditions for Library collections. The Library Building and Grounds jurisdiction also is responsible for the structural and mechanical care of the Packard Campus of the National Audio-Visual Conservation Center located on 45 acres in Culpeper, Virginia. The Packard Campus is the Library's centralized facility for acquisition, cataloging, storage and preservation of moving images and recorded sound.

Fiscal 2013 Budget Request

AOC is requesting **\$53.594 million** in fiscal 2013 for the Library Buildings and Grounds account. This reflects an increase of \$6.718 million from the fiscal 2012 budget level of \$46.876 million.

The Library Buildings and Grounds budget is presented in two sections: (1) Operating Budget and (2) multi-year projects.

The following highlights each section:

Operating Budget: \$26.164 million

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 fiscal 2013 level reflects an increase of \$0.404 million over fiscal 2012.

Multi-Year Projects: \$27.430 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 may include funds that provide jurisdictions with the flexibility to respond to unforeseen Minor Construction requirements as generated from the AOC, Members, Committees, and other AOC clients. The fiscal 2013 level reflects an increase of \$48.546 million over fiscal 2012, offset by \$21.116 in non-recurring costs, for a net fiscal 2013 budget of **\$27.430 million**.

Projects include:

Project Title: North Exit Stair B, TJB

[\$13.117 million]

Description: This project is an integral part of the approved abatement plan to address the Office of Compliance Citation #31-2 regarding Library of Congress egress deficiencies. The project corrects common paths of travel violations and dead-end conditions to ensure that occupants will be able to exit the building in an efficient and rapid manner. The current conditions create an unsafe environment for building occupants due to lack of egress from the building and stacks in the event of fire or other emergencies. The recommended corrections for the Thomas Jefferson Building are to construct a new self-supporting masonry exit stair in the Northeast Stacks that extends from the cellar to the top floor of the building. In addition, the AOC will construct new fire-rated exit passageways, a fire-related exit enclosure and a cellar exit. The project includes creating paths of travel through adjacent rooms, new door openings, and modifications to existing door swings.

Project Title: Collection storage Module 5, Ft. Meade

[\$5 million]

Description: Throughout its history, one of the Library's primary goals has been to acquire, preserve, and provide access to a collection of knowledge and the copyrighted record of America's creativity. The Library acquires these universal materials by collecting in all formats in which knowledge and creativity are recorded, preserving the collection through ongoing preservation research and application, and providing access to the collection. The responsibility to collect and sustain has required the periodic provision of additional collection storage space. The history of the Library's physical growth is largely the history of this need to accommodate a growing collection. Module 5 is intended to be a book storage facility, and it will relieve the current severely over-crowded conditions in the book stacks on Capitol Hill.

Project Title: Fall Protection, JMMB

[\$3.622 million]

Description: This work includes installation of multiple track-type systems above the roof level that will arrest the fall of maintenance workers, in addition to installation of individual fall protection anchorages where needed. Tieback anchors will be integrated with the fall protection systems. These will comply with current standards and codes for properly securing a suspended facilities maintenance scaffold. Noncompliant existing fall-protection systems will be removed. The project will also address life safety issues, as well as lessen the deterioration of the bronze window frames and stone façade. Additional interior and interstitial space degradation issues will also decrease as roof and façade leaks are addressed using the new roof fall protection system.

Project Title: Secured Storage Facilities, Phase IV of IV, 3rd Floor Storage, JMMB

[\$2.400 million]

Description: The Platinum-rated collections are considered to be the LOC's most priceless items. They are one-of-a-kind, or an extremely limited number are in existence. They require restricted access, the highest levels of security, the finest environmental controls and a police escort when moved. Gold-rated collections consist of rare items having prohibitive replacement cost, high market value and significant cultural, historical and/or artifact importance. They require a controlled environment including lighting controls and limited particulates to attain maximum life expectancy.

Project Title: Roof & Fall Protection Repairs & Replacement, TJB

[\$791 Thousand]

Description: The project will prepare a complete set of construction documents that will merge the roof repair recommendations from the study completed in July 2010, lightning protection system requirements and the newly designed roof fall protection systems. As part of the construction project, existing fall protection systems that are not compliant will be removed and replaced.

Project Title: ABA Space Reorganization, Phase IV, JMMB

[\$500 Thousand]

Description: This project is needed to renovate approximately 195,000 square feet of space within the James Madison Memorial Building. Renovation areas will be on the 5th floor with work also occurring on the ground and basement levels. This project will be separated into multiple phases contingent upon receipt of funds. Work has begun and includes wall changes, alterations to the fire protection system, painting, and electrical work. Lighting systems will be adjusted to accommodate sprinkler system alterations. Asbestos abatement work is expected for the upgrade of Variable Air Volume boxes and relocation of light fixtures. Approximately 550 personnel from the Acquisitions and Bibliographic Access Directorate will be located within on-site swing space during the renovation effort.

Project Title: Minor Construction

[\$2 million]

No minor construction increase is requested above the fiscal year 2012 budget level. This funding will sustain the necessary level of service for unforeseen construction and repair projects for the Library of Congress.

