

LIBRARY OF CONGRESS
FISCAL 2016 BUDGET JUSTIFICATION

SUBMITTED FOR USE OF THE COMMITTEES ON APPROPRIATIONS







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LIBRARY OF CONGRESS OVERVIEW

FISCAL 2016

The Library of Congress is submitting its fiscal 2016 appropriations request to the Congress with a focus on maintaining and improving services to the Congress and the American people by:

- Restoring critical infrastructure to ensure efficient and cost-effective delivery of products and services;
- Improving IT infrastructure and addressing critical and urgent recommendations from the Government Accountability Office (GAO);
- Leveraging Legislative Branch shared services including Congress.gov and the Legislative Branch Financial Management System (LBFMS); and
- Ensuring management accountability by employing the strategic planning process created in the spirit of the Government Performance and Results Act.

Restoring Critical Infrastructure

Since fiscal 2010, the Library has been operating with progressively decreasing base resources, a circumstance that has forced difficult choices between competing priorities: the investment in human capital (staff-dependent services and programs) versus physical infrastructure and information technology. Despite selective additions to base funding over the last two budget cycles, the Library's total appropriation went from \$684 million in fiscal 2010 to \$631 million in fiscal 2015, a reduction of more than \$53 million (8 percent). Over the same period, the number of funded and filled positions decreased by 400 (11 percent). In spite of this, the Library has continued to build its digital capacities and collections alongside the still growing analog library.

Because of the one-of-a-kind skills of many of the Library's staff, outright cuts in the pay budget have been kept to a minimum. Nonetheless, substantial attrition and the very limited hiring of replacement staff have resulted in significant and growing knowledge gaps. Without funding for mandatory pay raises and inflation, the Library has had no choice but to absorb these costs, dramatically reducing the Library's spending power across the board.

To continue to deliver core services during this period of constraint, the Library has implemented cost cutting actions, including the consolidation of broad program areas, with a keen focus on planning and governance processes to direct resources to the highest priority activities. However, the Library now is faced with the need to make selective investments that cannot be achieved through the redeployment of base funding, a departure from the essentially flat budget requests of the last three years. The fiscal 2016 request reduces the number of authorized full time equivalents (FTEs) that current funding can no longer support by 405, an 11 percent reduction from the fiscal 2015 authorized level. At the same time, the Library is seeking selective resource additions in critical areas totaling \$13.9 million and 60 FTEs, as well as funding for mandatory pay and price level increases of \$21.9 million (a total requested increase of 5.7 percent).

New funding requests fall fairly neatly into the strategic framework articulated through the Library's current strategic plan and Futures focus, involving the shoring up of areas of fundamental human capital, physical infrastructure, and information technology need.

- **Financial System Support, Office of the Librarian (\$1.800 million)**
Provide a software upgrade to maintain industry standards for the LBFMS (\$ 1.3 million) and a cost-benefit based alternatives analysis for the LBFMS of the future (one-time funding of \$500,000).
- **National Collection Stewardship, Library Services (\$4.814 million/9 FTEs)**
Expand collections storage capacity on Capitol Hill through installation of compact shelving and the lease of interim collections storage space, to address emergency storage requirements on Capitol Hill until Ft. Meade modules are available. (Module 5 is expected to be completed by the end of calendar year 2017.)
- **Digital Collections Center, Library Services (\$2.006 million/15 FTEs)**
Establish and staff a Digital Collections Center, to address unmet collections management, custodial, and training needs by providing a platform for the Library to manage its collection of digital content.

- **National Recording Preservation Foundation Matching Grant, Library Services (\$0.275 million)**
Partially match private contributions raised by the National Recording Preservation Foundation for the preservation and accessibility of the nation's sound recording heritage, similar to the match authorized for the National Film Foundation.
- **Access to Law Library Collections, Law Library (\$1.198 million/5 FTEs)**
Provide staffing and contractual support for collections maintenance efforts, including completion of the Class K conversion over a 7-year period to ensure that the Law collections are cataloged in compliance with widely accepted classification standards and are accessible for the research needs of the Congress.
- **Registration Staffing, Copyright (\$2.029 million in offsetting collections/20 FTEs)**
Improve services and work to avoid potential backlogs for fee-paying copyright registration filers through the addition of 20 registration specialists and related staff.
- **Recordation Business Process Reengineering, Copyright (\$0.676 million/5 FTEs)**
Add staff capacity to reengineer the document recordation function, to eliminate paper-based application protocols and support the public database of recorded documents. Additional expertise is required for data archiving and analysis and liaison activities with external stakeholders.
- **Increased Capacity for Research on Health System Change, CRS (\$1.087 million/6 FTEs)**
Provide additional capacity to meet wide-ranging congressional public policy interests.

Improving IT Infrastructure

A new Chief Information Officer (CIO) and Deputy CIO, to be hired after a national search in fiscal 2015, will report directly to the Librarian and will play a key operational role in fiscal 2016. The CIO will work closely with the Library's Collection Development Officer, who coordinates all Library-wide analog and digital collection management, to ensure that collection needs are understood. The CIO will direct the IT strategy of the Library as a whole and monitor the deployment and prioritization of IT resources to ensure the proper infrastructure to support the mission and to reduce costs. Since the Library's IT resources are shared, an imperative for the new CIO will be to establish a balanced program that meets the infrastructure requirements of all service units.

Recent findings by the GAO and the Office of the Inspector General (OIG) have identified significant challenges for the Library in the areas of IT strategic planning, enterprise architecture, human capital management, IT investment management, system acquisition and development, information security, service management, and IT leadership. In response to GAO recommendations, the Librarian announced in January 2015 that the Library will be conducting a national search for a CIO and Deputy CIO. He also appointed an acting CIO and acting Deputy CIO to develop an IT strategic plan within 90 days. Guided by the GAO and OIG recommendations, the acting CIO and Deputy CIO will create an IT strategic direction plan, assess current operations and recommend changes, and identify shared services.

Legislative Branch Shared Services

The Library has increased and improved the public's access to legislative data. At the direction of House leadership and the Library's oversight and appropriations committees, Library personnel collaborated with both chambers and our legislative branch sister agencies to more efficiently exchange and more effectively present legislative information. Throughout the past year, the Library added features and data to Congress.gov, which left its beta phase on its course to eventually replacing THOMAS and LIS. The Library has been an active participant on and key contributor to the Speaker's Bulk Data Task Force. As part of the Task Force, the Library provides legislative data in bulk to the public, including bill text and summaries and (expected for the 114th Congress), bill status data, via the Government Publishing Office's FDSys bulk data repository.

The Library hosts the LBFMS, which currently cross-services four other legislative agencies (Congressional Budget Office, Open World Leadership Center, Office of Compliance, and United States Capitol Police) and plans to begin servicing the Architect of the Capitol in fiscal 2016. Requested funding for a software update, to keep with the industry standard practice, and a study of the financial system marketplace, to establish future system options, will help ensure that the LBFMS – a substantial capital investment – continues to fulfill the needs of the Library and its cross-serviced agencies.

Performance Management

The Library will continue to ensure management accountability under the Planning and Budgeting Framework established in fiscal 2011. The framework links planning and budgeting in a strategic planning process created in the spirit of the Government Performance and Results Act. Regular performance meetings will continue during fiscal 2015 to review progress against specific, detailed goals and targets as the Library continues to lay important groundwork for its fiscal 2016-2020 strategic plan update.

Futures Program for the Library of Congress

In September 2013, the Librarian initiated the Futures Program for the Library of Congress, drawing exclusively on the Library's staff to bring fresh vision to key issues facing the Library and develop 21st century approaches to fulfilling the Library's historic mission in rapidly changing times. The Futures Program's recommendations represent one direction to consider as the Library updates the fiscal 2016-2020 strategic plan.

The Librarian directed that Futures Program recommendations build on unique institutional strengths, focusing in particular on initiatives or opportunities that would be both actionable and fundable without additional resources. The recommendations fall under three thematic groupings: (1) those that focus on the mediation of knowledge through strategies to ensure that the Library's workforce is well equipped to complement traditional knowledge with expertise in the digital world; (2) those that address the development of a coherent and accountable digital strategy, to be directed by a new CIO and the recently appointed Collection Development Officer; and (3) those that explore fresh collaborations with outside organizations and local communities, emphasizing lifelong learners and the K-12 community.

The Librarian selected eight principal action items to be pursued from Futures Program recommendations, each falling primarily under one of the three themes:

Mediation of knowledge:

- Support succession planning by reestablishing an apprentice-type internship program to recruit recent library school graduates and graduates from relevant postgraduate programs;
- Establish mutually enriching exchanges of expertise with public and private institutions; and
- Appoint committees of existing staff to monitor contemporary academic focus and recommend programs to make greater national use of collections related to Latin America and science, technology, engineering and mathematics.

Digital strategy:

- Work with a recently appointed Collection Development Officer to bring together under a single executive both analog and digital collections policy and development; and
- Launch a new national audiovisual and multimedia education program from the Library's National Audiovisual Conservation Center (Packard Campus).

Collaborations with outside organizations and local communities:

- Build on already-established Library programs such as the National Book Festival and the Center for the Book to support lifelong learning, with an emphasis on the K-12 community;
- Create a program for young people to recognize progress in reading; and
- Provide virtual repatriation of widely scattered cultural treasures from developing nations through the World Digital Library.

The Library already has launched initiatives that flow from Futures Program recommendations to the extent that current resources and authorization allow. Among the fiscal 2015 projects that the Librarian has directed to be implemented are the pilot effort to monitor scholarship and other programs that promote use of the Library's unique Latin American collection resources, and the development of a specialized recruitment program for recent library school graduates and others with relevant advanced degrees. The Librarian is personally monitoring the progress of these initiatives.



LIBRARY OF CONGRESS

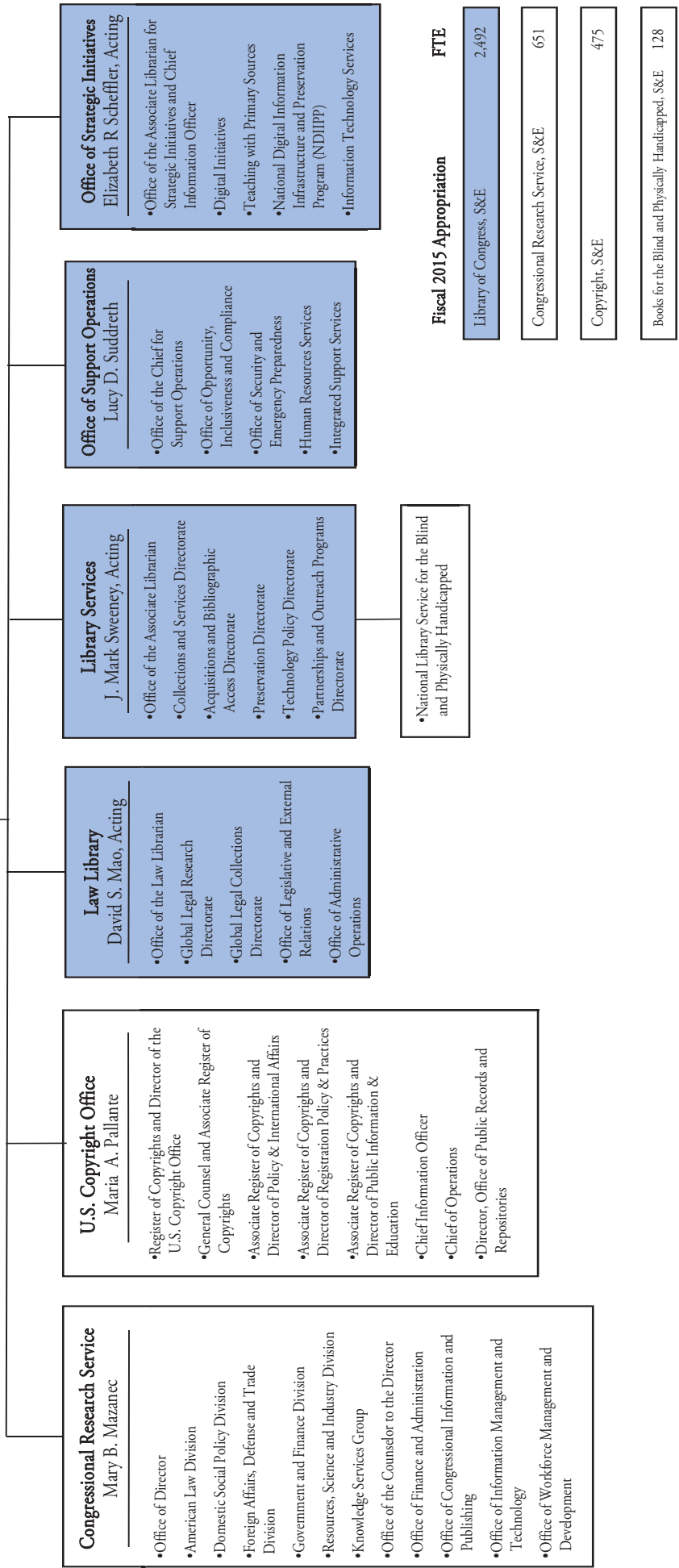
The Librarian of Congress
James H. Billington
 Deputy Librarian of Congress
 David S. Mao
Chief of Staff
 Robert R. Newlen

Office of the Librarian

- Congressional Relations Office
- Development Office
- Office of the Chief Financial Officer
- Office of Communications
- Office of Contracts and Grants Management
- Office of the General Counsel
- Office of Special Events and Public Programs

Office of the Inspector General
 Kurt W. Hyde

Copyright Royalty Judges



Fiscal 2015 Appropriation

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

Library of Congress Resource Summary (Dollars in thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
Library of Congress, S&E											
Office of the Librarian	475	\$ 30,494	128	\$ 29,837	446	\$ 27,279	142	\$ 30,018	-304	\$ 2,739	10.0%
Library Services	1,319	209,465	1,259	205,734	1,347	215,952	1,371	231,033	24	15,081	7.0%
Office of Strategic Initiatives	351	104,767	323	103,377	352	107,303	352	111,210	0	3,907	3.6%
Law Library	94	15,849	90	17,963	94	16,283	99	18,028	5	1,745	10.7%
Office of Support Operations	239	48,777	221	47,178	239	49,543	239	50,987	0	1,444	2.9%
Office of Inspector General	14	2,700	13	2,663	14	2,997	14	3,094	0	97	3.2%
Total Budget, LC, S&E	2,492	\$412,052	2,034	\$406,752	2,492	\$419,357	2,217	\$444,370	-275	\$ 25,013	6.0%
CDS & LAW Offsetting Collections		- 6,350		0		- 6,350		- 6,350		0	0.0%
Total, Approp, LC, S&E	2,492	\$405,702	2,034	\$406,752	2,492	\$413,007	2,217	\$438,020	-275	\$ 25,013	6.1%
Copyright Office, S&E											
COP Basic	439	\$ 45,005	361	\$ 43,950	439	\$ 47,541	411	\$ 51,903	-28	\$ 4,362	9.2%
COP Licensing	30	5,099	19	4,842	30	5,230	22	5,388	-8	158	3.0%
COP Royalty Judges	6	1,520	6	1,162	6	1,532	6	1,584	0	52	3.4%
Total Budget, CO, S&E	475	\$ 51,624	386	\$ 49,954	475	\$ 54,303	439	\$ 58,875	-36	\$ 4,572	8.4%
Basic Offsetting Collections		- 27,971		0		- 27,971		- 30,000		- 2,029	7.3%
Licensing Offsetting Collections		- 5,099		0		- 5,230		- 5,388		- 158	3.0%
CRJ Offsetting Collections		- 374		0		- 381		- 389		- 8	2.1%
Total, Approp, CO, S&E	475	\$ 18,180	386	\$ 49,954	475	\$ 20,721	439	\$ 23,098	-36	\$ 2,377	11.5%
Congressional Research Service, S&E											
CRS, S&E	651	\$105,350	595	\$105,313	651	\$106,945	622	\$111,956	-29	\$ 5,011	4.7%
Books for the Blind and Physically Handicapped, S&E											
BBPH, S&E	128	\$ 49,750	105	\$ 49,008	128	\$ 50,248	123	\$ 51,428	-5	\$ 1,180	2.3%
Total Resource Summary, LC											
Total Budget	3,746	\$618,776	3,120	\$611,027	3,746	\$630,853	3,401	\$666,629	-345	\$35,776	5.7%
Total Offsetting Collections		- 39,794		0		- 39,932		- 42,127		- 2,195	5.5%
Total Appropriations, LC	3,746	\$578,982	3,120	\$611,027	3,746	\$590,921	3,401	\$624,502	-345	\$33,581	5.7%

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

Appropriation/PPA	Fiscal 2015 Operating Plan	Fiscal 2016						Fiscal 2016 Total Request
		Mandatory Pay Increases	Price Level	Sub-total	Current Services Request	Program Increases	Total Net Change	
Library of Congress, S&E								
Office of the Librarian	\$ 27,279	\$ 711	\$ 228	\$ 939	\$ 28,218	\$1,800	\$ 2,739	\$ 30,018
Library Services	215,952	5,816	2,171	7,987	223,939	7,094	15,081	231,033
Office of Strategic Initiatives	107,303	1,943	1,965	3,908	111,211	0	3,908	111,211
Law Library	16,283	417	130	547	16,830	1,198	1,745	18,028
Office of Support Operations	49,543	994	450	1,444	50,987	0	1,444	50,987
Office of Inspector General	2,997	77	19	96	3,093	0	96	3,093
Total Budget, LC, S&E	\$419,357	\$ 9,958	\$4,963	\$14,921	\$434,278	\$10,092	\$25,013	\$444,370
CDS & Law Offsetting Collections	- 6,350	0	0	0	- 6,350	0	0	- 6,350
Total Approp, LC, S&E	\$413,007	\$ 9,958	\$4,963	\$14,921	\$427,928	\$10,092	\$25,013	\$438,020
Copyright Office, S&E								
COP Basic	\$ 47,541	\$ 1,457	\$ 200	\$ 1,657	\$ 49,198	\$ 2,705	\$ 4,362	\$ 51,903
COP Licensing	5,230	88	70	158	5,388	0	158	5,388
COP Royalty Judges	1,532	44	8	52	1,584	0	52	1,584
Total, Budget, CO, S&E	\$ 54,303	\$ 1,589	\$ 278	\$ 1,867	\$ 56,170	\$ 2,705	\$ 4,572	\$ 58,875
Basic offsetting collections	- 27,971	0	0	0	- 27,971	- 2,029	- 2,029	- 30,000
Licensing offsetting collections	- 5,230	- 88	- 70	- 158	- 5,388	0	- 158	- 5,388
CRJ offsetting collections	- 381	0	- 8	- 8	- 389	0	- 8	- 389
Total, Approp, CO, S&E	\$ 20,721	\$ 1,501	\$ 200	\$ 1,701	\$ 22,422	\$ 676	\$ 2,377	\$ 23,098
Congressional Research Service, S&E								
CRS, S&E	\$106,945	\$ 3,572	\$ 352	\$ 3,924	\$110,869	\$ 1,087	\$ 5,011	\$111,956
Books for the Blind and Physically Handicapped, S&E								
BBPH, S&E	\$ 50,248	\$ 470	\$ 710	\$ 1,180	\$ 51,428	\$ 0	\$ 1,180	\$ 51,428
Total, Library of Congress								
Total Budget	\$630,853	\$15,589	\$6,303	\$21,892	\$652,745	\$13,884	\$35,776	\$666,629
Total Offsetting Collections	- 39,932	- 88	- 78	- 166	- 40,098	- 2,029	- 2,195	- 42,127
Total Appropriations	\$590,921	\$15,501	\$6,225	\$21,726	\$612,647	\$11,855	\$33,581	\$624,502

Library of Congress
Summary by Object Class
(Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
11.1 Full-time permanent	\$304,430	\$298,388	\$311,912	\$324,350	+ \$12,438	4.0%
11.3 Other than full-time permanent	6,105	5,953	6,017	6,163	+ 146	2.4%
11.5 Other personnel compensation	603	686	1,029	1,066	+ 37	3.6%
11.5A Staff Awards ¹	2,128	2,380	2,540	2,602	+ 62	2.4%
11.8 Special personal services payment	328	376	410	420	+ 10	2.4%
12.1 Civilian personnel benefits	87,642	87,447	92,511	101,778	+ 9,267	10.0%
13.0 Benefits for former personnel	147	137	145	145	0	0.0%
Total, Pay	\$401,383	\$395,367	\$414,564	\$436,524	+ \$21,960	5.3%
21.0 Travel & transportation of persons	1,669	1,225	1,599	1,658	+ 59	3.7%
22.0 Transportation of things	487	455	619	634	+ 15	2.4%
23.1 Rental payments to GSA	5,594	5,564	5,947	7,263	+ 1,316	22.1%
23.2 Rental payments to others	636	553	571	595	+ 24	4.2%
23.3 Communication, utilities & misc charges	8,820	8,622	7,978	8,216	+ 238	3.0%
24.0 Printing & reproduction	3,522	3,389	3,510	3,581	+ 71	2.0%
25.1 Advisory & assistance services	30,992	29,246	25,451	26,336	+ 885	3.5%
25.2 Other services	41,486	39,404	46,369	51,202	+ 4,833	10.4%
25.3 Other purch of gds & services from gov acc	9,585	8,427	8,385	8,603	+ 218	2.6%
25.4 Operation & maintenance of facilities	5,423	4,962	6,828	6,958	+ 130	1.9%
25.5 Research & development contracts	615	94	310	316	+ 6	1.9%
25.6 Medical care	11	11	11	11	0	0.0%
25.7 Operation & maintenance of equipment	19,427	19,080	22,169	23,969	+ 1,800	8.1%
25.8 Subsistence & support of persons	87	89	137	139	+ 2	1.5%
26.0 Supplies & materials	6,863	6,146	6,742	7,023	+ 281	4.2%
31.0 Equipment	75,481	83,192	71,665	74,708	+ 3,043	4.2%
41.0 Grants, subsidies & contributions	5,978	5,579	7,339	8,213	+ 874	11.9%
42.0 Insurance claims & indemnities	3	0	3	3	0	0.0%
44.0 Refunds	50	0	20	20	0	0.0%
94.0 Financial Transfers	164	623	136	147	+ 11	8.1%
Total, Non-Pay	\$216,893	\$216,661	\$215,789	\$229,595	+ \$13,806	6.4%
Total, Library of Congress	\$618,776	\$612,028	\$630,853	\$666,629	+ \$35,776	5.7%

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

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	3,746	\$630,853
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 405	0
Total, Non-recurring Costs	- 405	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		5,628
Annualization of January 2015 pay raise @ 1%		1,038
Within-grade increases		1,840
Foreign Service Nationals (FSN) pay adjustment		462
FERS agency rate adjustment from 11.9% to 13.7%		5,013
One Extra Day		1,608
Total, Mandatory Pay and Related Costs	0	15,589
Price Level Changes		6,303
Program Increases:		
Legislative Branch Financial Management System Upgrade		1,300
Financial System Study		500
National Collection Stewardship Program	9	4,814
Digital Collections Center	15	2,005
National Recording Preservation Foundation Matching Grant		275
Access to Law Library Collections - Class K Conversion	5	1,198
Copyright Office Registration Staffing	20	2,029
Copyright Recordation Business Process Reengineering	5	676
CRS Increased Capacity for Research on Health System Change	6	1,087
Total Program Increases	60	13,884
Net Increase/Decrease	- 345	\$ 35,776
Total Budget	3,401	\$666,629
Total Offsetting Collections	0	- 42,127
Total Appropriation	3,401	\$624,502

Library of Congress
Staffing Summary - On-Board/FTEs

Direct Funded by Appropriation/PPA	On-Board	FTEs					
	Fiscal 2014 Year-end Actual	Fiscal 2014 Actual FTE Usage	Fiscal 2015 Operating Plan	Fiscal 2016 Unfunded FTE Adjust ¹	Fiscal 2016 Program FTE Request	Fiscal 2016 Total FTE Request	Change
Library of Congress, S&E							
Office of the Librarian	131	128	137	5	0	142	5
Library Services	1,283	1,259	1,319	28	24	1,371	52
Office of Strategic Initiatives	336	323	356	- 4	0	352	- 4
Law Library	90	90	94	0	5	99	5
Office of Support Operations	226	221	239	0	0	239	0
Office of the Inspector General	15	13	14	0	0	14	0
Unfunded LC, S&E FTE Reserve	0	0	333	- 333	0	0	- 333
Total, Library of Congress, S&E	2,081	2,034	2,492	- 304	29	2,217	- 275
Copyright Office, S&E							
COP Basic	371	361	439	- 53	25	411	- 28
COP Licensing	18	19	30	- 8	0	22	- 8
COP CRJ	6	6	6	0	0	6	0
Total, Copyright Office, S&E	395	386	475	- 61	25	439	- 36
Congressional Research Service, S&E							
CRS, S&E	615	595	651	- 35	6	622	- 29
Books for the Blind and Physically Handicapped, S&E							
BBPH, S&E	119	105	128	- 5	0	123	- 5
Total, Library of Congress							
Total, Library of Congress	3,210	3,120	3,746	- 405	60	3,401	- 345

¹ Adjustment for authorized, but unfunded FTEs, as directed by House Report 113-417, which states: Unfunded FTEs – The Committee fully understands that funding reductions over the past years has resulted in authorized but unfunded Full-Time-Equivalent's (FTEs). Currently the Library has an excess of authorized but unfunded FTEs Library wide. The Committee directs the Library to make appropriate reductions in all appropriations under, the heading Library of Congress, and reflect those downward adjustments in the fiscal year 2016 budget request.

Library of Congress
Fiscal 2016 Supplemental Data on Mandatory Pay Increases

(Dollars in Thousands)

Category	LC, S&E	CO, S&E	CRS, S&E	BBPH, S&E	Total
1. Within-grade (WIG) Increases	\$1,202	\$ 191	\$ 395	\$ 52	\$ 1,840
2. Jan. 2016 Locality-based Comparability Pay Raise	3,528	594	1,331	175	5,628
3. Annualization of January 2015 Pay Raise	650	110	246	32	1,038
4. Foreign Service Nationals (FSN) Pay Adjustment	462	-	-	-	462
5. FERS agency rate adjustment	3,112	523	1,217	161	5,013
6. One Extra Day	1,004	171	383	50	1,608
Total Mandatory Pay Increases	\$9,958	\$1,589	\$3,572	\$470	\$15,589

Explanation of Calculations

1. Within-grade (WIG) increases calculated against current on-board staff eligible for WIGs during fiscal 2016.
2. January 2016 pay raise calculated at 1.35% of pay base. (CBO Pay Rate of 1.8% for 9 months or 75%).
3. Annualization of January 2015 pay raise calculated at 0.25% of pay base. (Actual rate of 1% X 3 months or 25%).
4. Pay adjustment for overseas Foreign Service nationals. Computation based on individual country inflation rates, provided by the International Monetary Fund, World Economic Outlook Database, applied to the pay base. Country rates used for fiscal 2016 are as follows: Brazil – 5.62%; Egypt – 12.01%; Kenya – 5.08%; India – 6.73%; Pakistan – 6.75%; and Indonesia – 6.08%.
5. Effective October 1, 2014, FERS agency contribution rates increased from 11.9% to 13.2% due to changes in assumptions about demographics of participants and interest rates, as announced by the Board of Actuaries. Effective October 1, 2015, FERS agency contribution rates are expected to increase from 13.2% to 13.7%. The requested increase was calculated at 1.8% (13.7% - 11.9%) of the pay base. The Library estimates agency FERS participation level in fiscal 2016 to be 88%.
6. Fiscal 2016 has one extra day – 262 vs. 261 days. Pay base divided by 261 equals the amount requested for one extra day.

Library of Congress
Fiscal 2016 Supplemental Data on Price Level Increases

(Dollars in Thousands)

Category	LC, S&E	CO, S&E	CRS, S&E	BBPH, S&E	Total
1. General inflationary increase	\$2,211	\$207	\$173	\$710	\$3,301
2. Field Office inflationary increase	326	-	-	-	326
3. Acquisitions of library materials inflation	652	-	-	-	652
4. Software maintenance	1,304	71	179	-	1554
5. National Film Preservation Foundation grant	470	-	-	-	470
Total Price Level Increases	\$4,963	\$278	\$352	\$710	\$6,303

Explanation of Calculations

1. General inflationary increase calculated using CBO rate of 1.9% of non-pay base for fiscal 2015 (except as noted below).
2. Non-Pay adjustment for overseas Foreign Service nationals. Computation based on individual country inflation rates, provided by the International Monetary Fund, World Economic Outlook Database, applied to the non-pay base. Country rates used for fiscal 2016 are as follows: Brazil - 5.62%; Egypt - 12.01%; Kenya - 5.08%; India - 6.73%; Pakistan - 6.75%; and Indonesia - 6.08%..
3. Inflationary rate for acquisition of library materials determined by annual study and/or actual historical rates. Rates used for fiscal 2016 are as follows: Books for the Law Library - 3.32%; Books for the General Collections (GENPAC) - 3.34%.
4. Software maintenance inflationary increase calculated using actual historical rate of 15% of software maintenance base.
5. Per P.L. 110-336, Sec. 3, (b)(1), increase grant to the National Film Preservation Foundation from \$530,000 to authorization level of \$1M.

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

	Fiscal 2014 Actual	Fiscal 2015 Budget	Fiscal 2016 Request
Total Appropriations			
Library of Congress	\$578,982	\$590,921	\$624,502
AOC - Library Buildings and Grounds	53,392	42,180	65,801
Subtotal, Appropriations	\$632,374	\$633,101	\$690,303
Receipts (Actual Collected and Estimated)			
Sales of catalog cards and publications	\$ 2,856	\$ 6,000	\$ 6,000
Collections to Global Legal Information Network	0	350	350
Copyright fees	29,739	27,971	30,000
Licensing and CRJ fees	5,473	5,611	5,777
Subtotal, Receipts	\$ 38,068	\$ 39,932	\$ 42,127
Non-Appropriated Funds			
Gift and Trust Funds ¹	\$ 13,323	\$ 11,450	\$ 12,229
Revolving Fund Revenue (Actual & Estimated)	105,919	90,039	95,147
Reimbursable Activities (Actual & Estimated)	2,008	2,500	2,600
Subtotal, Non-Appropriated Funds	\$121,250	\$103,989	\$109,976
Total Funds Available			
Total	\$791,692	\$777,022	\$842,406

¹ Includes new gift and trust fund contributions and income realized: excludes prior-year carryover funds.

Library of Congress
Statement of Receipts
(Dollars in Thousands)

	Fiscal 2014 Actual	Fiscal 2015 Estimate	Fiscal 2016 Estimate
Statement of Receipts, Treasury Department General Fund Account			
Other miscellaneous receipts	\$ 2,136	\$ 250	\$ 250
Total Receipts into General Fund Account	\$ 2,136	\$ 250	\$ 250
Statement of Receipts, Payments to Copyright Owners			
Receipts from fees, Digital audio recording devices and media (DART)	\$ 346	\$ 360	\$ 374
Receipts from interest on investments in public debt securities (DART)	1	1	5
Total Receipts into Special Fund Account	\$ 347	\$ 361	\$ 379



LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
Office of the Librarian	475	\$ 30,494	128	\$ 29,837	446	\$ 27,279	142	\$ 30,018	-304	\$ 2,739	10.0%
Library Services	1,319	209,465	1,259	205,734	1,347	215,952	1,371	231,033	24	15,081	7.0%
Office of Strategic Initiatives	351	104,767	323	103,377	352	107,303	352	111,210	0	3,907	3.6%
Law Library	94	15,849	90	17,963	94	16,283	99	18,028	5	1,745	10.7%
Office of Support Operations	239	48,777	221	47,178	239	49,543	239	50,987	0	1,444	2.9%
Office of the Inspector General	14	2,700	13	2,663	14	2,997	14	3,094	0	97	3.2%
Total Budget, LC, S&E	2,492	\$412,052	2,034	\$406,752	2,492	\$419,357	2,217	\$444,370	-275	\$25,013	6.0%
CDS & Law Offsetting Collections		- 6,350		0		- 6,350		- 6,350		0	0.0%
Total Appropriation, LC, S&E	2,492	\$405,702	2,034	\$406,752	2,492	\$413,007	2,217	\$438,020	-275	\$25,013	6.1%

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
11.1 Full-time permanent	\$194,761	\$189,020	\$196,747	\$203,928	+ \$ 7,181	3.6%
11.3 Other than full-time permanent	3,895	3,861	4,112	4,213	+ 101	2.5%
11.5 Other personnel compensation	568	665	668	696	+ 28	4.2%
11.5A Staff Awards ¹	1,274	1,533	1,540	1,578	+ 38	2.5%
11.8 Special personal services payment	288	336	355	364	+ 9	2.5%
12.1 Civilian personnel benefits	56,844	56,065	58,586	64,034	+ 5,448	9.3%
13.0 Benefits for former personnel	100	100	100	100	0	0.0%
Total, Pay	\$257,730	\$251,580	\$262,108	\$274,913	+ \$12,805	4.9%
21.0 Travel & transportation of persons	1,053	809	1,052	1,094	+ 42	4.0%
22.0 Transportation of things	431	408	564	578	+ 14	2.5%
23.1 Rental payments to GSA	3,635	3,605	3,620	4,892	+ 1,272	35.1%
23.2 Rental payments to others	314	237	261	279	+ 18	6.9%
23.3 Communication, utilities & misc charges	7,433	7,291	6,674	6,887	+ 213	3.2%
24.0 Printing & reproduction	2,045	2,092	2,029	2,072	+ 43	2.1%
25.1 Advisory & assistance services	29,082	28,054	23,931	24,537	+ 606	2.5%
25.2 Other services	26,452	24,756	29,557	34,064	+ 4,507	15.2%
25.3 Other purch of gds & services from gov acc	8,592	7,572	7,384	7,577	+ 193	2.6%
25.4 Operation & maintenance of facilities	5,403	4,825	6,665	6,792	+ 127	1.9%
25.6 Medical care	11	11	11	11	0	0.0%
25.7 Operation & maintenance of equipment	17,186	16,115	19,801	21,338	+ 1,537	7.8%
25.8 Subsistence & support of persons	9	8	9	9	0	0.0%
26.0 Supplies & materials	2,975	2,324	2,553	2,755	+ 202	7.9%
31.0 Equipment	43,006	50,863	45,140	47,679	+ 2,539	5.6%
41.0 Grants, subsidies & contributions	5,978	5,579	7,339	8,213	+ 874	11.9%
42.0 Insurance claims & indemnities	3	0	3	3	0	0.0%
44.0 Refunds	50	0	20	20	0	0.0%
94.0 Financial transfers	164	623	136	147	+ 11	8.1%
Total, Non-Pay	\$153,822	\$155,172	\$156,749	\$168,947	+ \$12,198	7.8%
Total, Library of Congress, S&E	\$412,052	\$406,752	\$419,357	\$444,370	+ \$25,013	6.0%

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

Library of Congress, S&E
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	2,492	\$419,357
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 304	0
Total, Non-recurring Costs	- 304	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		3,528
Annualization of January 2015 pay raise @ 1%		650
Within-grade increases		1,202
Foreign Service Nationals (FSN) pay adjustment		462
FERS agency rate adjustment from 11.9% to 13.7%		3,112
One Extra Day		1,004
Total, Mandatory Pay and Related Costs	0	9,958
Price Level Changes		4,963
Program Increases:		
Legislative Branch Financial Management System Upgrade		1,300
Financial System Study		500
National Collection Stewardship Program	9	4,814
Digital Collections Center	15	2,005
National Recording Preservation Foundation Matching Grant		275
Access to Law Library Collections - Class K Conversion	5	1,198
Total Program Increases	29	10,092
Net Increase/Decrease	- 275	\$ 25,013
Total Budget	2,217	\$444,370
Total Offsetting Collections	0	- 6,350
Total Appropriation	2,217	\$438,020





Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
Total, Lapse Reserve	\$ 500	\$ 0	\$ 500	\$ 510	+ \$ 10	2.0%
11.1 Full-time permanent	\$13,594	\$13,334	\$14,291	\$14,643	+ \$ 352	2.5%
11.3 Other than full-time permanent	283	297	211	216	+ 5	2.4%
11.5 Other personnel compensation	205	249	250	256	+ 6	2.4%
12.1 Civilian personnel benefits	3,564	3,879	4,652	4,998	+ 346	7.4%
13.0 Benefits for former personnel	100	100	100	100	0	0.0%
Total, Pay	\$17,746	\$17,859	\$19,504	\$20,213	+ \$ 709	3.6%
21.0 Travel & transportation of persons	77	36	87	89	+ 2	2.3%
22.0 Transportation of things	32	24	35	36	+ 1	2.9%
23.3 Communication, utilities & misc charges	194	157	198	202	+ 4	2.0%
24.0 Printing & reproduction	216	163	113	115	+ 2	1.8%
25.1 Advisory & assistance services	6,469	5,639	2,257	2,300	+ 43	1.9%
25.2 Other services	1,231	223	1,641	3,473	+ 1,832	111.6%
25.3 Other purch of gds & services from gov acc	20	10	32	32	0	0.0%
25.7 Operation & maintenance of equipment	449	902	507	583	+ 76	15.0%
26.0 Supplies & materials	126	61	97	99	+ 2	2.1%
31.0 Equipment	3,431	4,748	2,305	2,363	+ 58	2.5%
41.0 Grants, subsidies & contributions	0	15	0	0	0	0.0%
42.0 Insurance claims & indemnities	3	0	3	3	0	0.0%
Total, Non-Pay	\$12,248	\$11,978	\$ 7,275	\$ 9,295	+ \$2,020	27.8%
Total, Office of the Librarian	\$30,494	\$29,837	\$27,279	\$30,018	+ \$2,739	10.0%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	446	\$27,279
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 304	0
Total, Non-recurring Costs	- 304	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		263
Annualization of January 2015 pay raise @ 1%		49
Within-grade increases		90
FERS agency rate adjustment from 11.9% to 13.7%		233
One Extra Day		76
Total, Mandatory Pay and Related Costs	0	711
Price Level Changes		228
Program Increases:		
Legislative Branch Financial Management System Upgrade		1300
Financial System Study		500
Total, Program Increases	0	\$ 1,800
Net Increase/Decrease	- 304	\$ 2,739
Total Budget	142	\$30,018
Total Offsetting Collections	0	0
Total Appropriation	142	\$30,018

Fiscal 2016 Program Changes: \$1.800 million

The Library is requesting \$1.8 million in fiscal 2016 for two initiatives: \$1.3 million in no-year authority to support Legislative Branch Financial Management System (LBFMS) software upgrades and \$500,000 to perform a financial system study, funding that would non-recur in fiscal 2017.

Effective management of the legislative branch agencies' financial resources is directly dependent on the quality or adequacy of the LBFMS. Currently, the LBFMS is the financial and reporting system for the Library and four other legislative branch agencies: Congressional Budget Office, Office of Compliance, Open World Leadership

Center, and U.S. Capitol Police. This shared service initiative is in place to optimize costs, improve financial services, and standardize processes across the legislative branch agencies. The LBFMS currently is in the process of moving the system to a cloud service provider (the cloud) and migrating the Architect of the Capitol (AOC) into the system, both to be completed in fiscal 2016. To date, this initiative saves the legislative branch more than \$1 million annually that is estimated to double after the AOC is migrated. There are approximately 600 Library users of the system and 500 users at the cross-serviced agencies.

LBFMS Software Upgrade:

\$1.300 million

The LBFMS requires a software upgrade to maintain the industry standard, which assumes that an upgrade will be done every two years. The Library is requesting half the estimated cost of the software upgrade in fiscal 2016, \$1.3 million in no-year base funding. This will enable the Library to begin the upgrade contract with CGI on a Task Order basis for the software upgrade. From fiscal 2017 forward, with the establishment of a permanent no-year upgrade base, the Library will have the necessary resources to continue bi-annual upgrades essential to continuing operations of the LBFMS. Funds for the upgrade will allow the LBFMS to maintain software that is compliant with federal financial requirements and to obtain software improvements for the cross-serviced legislative branch agencies. The software upgrade will provide the LBFMS with a software version that

is supported by the software vendor, with updates for acquisition terms and conditions, fixes for software bugs, and system enhancements, i.e., services that improve the quality of legislative branch financial services overall, the objective behind the congressional decision to fund a shared financial system at the Library.

The risks associated with a discontinuation of vendor support are significant. Without an upgrade, the software vendor will charge the Library for all developmental costs to address software bugs and perform system enhancements, costs that otherwise would be covered under the system maintenance contract. Without an upgrade, the LBFMS also will not receive updates for Federal Acquisition Regulations' terms and clauses in the acquisition module.

Financial System Study:

\$0.500 million

This request is for a one-time funding increase in fiscal 2016 to perform a cost-benefit based alternatives analysis for the LBFMS of the future. Research is essential to assess the marketplace in a timely manner, two years before expiration of the Library's Blanket Purchase Agreement (BPA) with CGI, the Momentum services provider. This study will identify current best alternatives, a risk management activity that was identified in the acquisition plan for the Momentum cloud and AOC migration effort to mitigate the risk associated with the Library's dependence on a single financial system vendor.

The vendor will perform market research for the Library and cross-serviced agencies to analyze the best future alternative for the LBFMS. Alternatives may include maintaining the status quo by continuing with CGI

and Momentum, considering an alternative financial system, or identifying other vendors that could support Momentum at a more competitive price. A report with recommendations will be the end product. This study will be the first step in the acquisition process that will result in a solicitation to replace the current BPA.

The ability to provide sound management of the Library's financial resources and those of the broader legislative branch is directly dependent on the quality of the financial management system that is deployed. In light of the size of the legislative branch investment in financial services and broad impact the financial system has on agency operations, conducting such a study to justify a budget request for a major release/upgrade is a best business practice.

Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$30.018** million for the Office of the Librarian in fiscal 2016, an increase of \$2.739 million, or 10 percent, over fiscal 2015. This increase represents \$0.939 million for mandatory pay related and price level increases, and program changes of \$1.800 million – [\$1.300 million] for the Legislative Branch Financial Management System Upgrade, and [\$0.500 million] for the Financial System Study. Also included is a downward adjustment of -304 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LIBN	475	\$30,494	128	\$29,837	446	\$27,279	142	\$30,018	-304	\$2,739	10.0%

PROGRAM OVERVIEW

The Office of the Librarian provides leadership to the Library, overseeing the implementation and management of the Library’s mission to support the Congress in fulfilling its constitutional duties, and to further the progress of knowledge and creativity for the benefit of the American people. The Librarian of Congress, Deputy Librarian of Congress, and Chief of Staff provide executive management to the Library service units, which include the Congressional Research Service, Copyright Office, Law Library, Library Services, Office of Strategic Initiatives, and Office of Support Operations. The Librarian of Congress chairs the Library’s Executive Committee (EC). The Librarian’s Office is directly responsible for the following offices:

Congressional Relations Office (CRO): Develops and implements the Library’s legislative and congressional outreach strategies for a majority of Library operations and events and coordinates a variety of services for the Congress. CRO serves as the Library’s communications point of contact for congressional oversight committees.

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

Office of the Chief Financial Officer (OCFO): Provides centralized strategic planning, annual planning, performance assessment, risk management, budgeting, accounting, disbursing, financial systems, and reporting services for the Library’s appropriated, gift, trust, revolving, and reimbursable funds. OCFO serves as

liaison with the House and Senate Committees on Appropriations of the Congress in areas relating to the Library’s financial functions.

Office of Communications (OC): Maintains, develops, enhances, and expands the Library’s communications and public affairs functions with the Congress, the American public, news media, and Library employees.

Office of Contracts and Grants Management (OCGM): Acquires goods and services for all Library units; awards and administers contracts, grants, funded cooperative agreements, and fellowships; procures publications, data subscriptions, library services, and information retrieval services on behalf of the Library and other Federal agencies pursuant to the Federal Strategic Sourcing Initiative under the Library’s Federal Library and Information Network (FEDLINK) Program; and oversees placement of foreign scholars in Library program offices.

Office of the General Counsel (OGC): Provides legal counsel to Library management on operations, programs, and initiatives; represents the Library in legal proceedings and negotiations; manages the Library’s system of regulations; and serves as the Library’s ethics office.

Office of Special Events and Public Programs (OSEPP): Coordinates and manages events that support the mission of the Library and showcase its programs, collections, and exhibitions.

Fiscal 2014 Priority Activities

The Web Governance Board (WGB), under the direction of the Office of the Librarian, continued to enhance the web presence’s search, navigation and presentation

throughout the year. The enhancements provided search results that consolidated more collections content, refined page design elements that improved navigation within pages, and introduced global navigation menus to ease navigation throughout LOC.gov. The migration of legacy data continued for collections, exhibits and legislative data. The addition of data and features to the new legislative information site enabled Congress.gov to exit from its beta phase. The Office continued to work on legislative information requests at the direction of the House of Representatives. Additionally, the office organized a Library-wide approach to the Geographic Information Systems (GIS) and coordinated the drafting and review of a business case and business plan for a new geospatial hosting environment that will support the geospatial needs of all the Library's service units. The plan, managed by OSI/ITS, will address in fiscal 2015 the needs of analysts who respond to congressional requests in CRS, Library Services, and the Law Library.

CRO engaged in a number of activities in support of strengthening relationships between the Congress and the Library, particularly through the series of Member of Congress dinner discussions, "Congressional Dialogues on Great American Presidents," the Library of Congress Caucus, and outreach about Library programming. CRO communicated with the Committee on House Administration, the Senate Rules and Administration Committee and the Joint Committee on the Library about the Library's legislative proposals and requests for approvals and met with oversight committee staff on issues of interest, including providing briefings and site visits to Library facilities. At the request of the Committee on House Administration, CRO provided assistance for events and trainings held at the Library in connection with Member-elect orientation for the 114th Congress. The office assisted with preparations for the fiscal year 2015 budget and budget hearings.

CRO launched a new communications tool for Members' offices to easily communicate to their constituents using email and social media about Library programs, resources, and events. On a quarterly basis, senior managers were informed about legislative issues affecting the Library, and regularly consulted about projects affecting the Library's service to Congress. CRO increased content in the intranet site (LCnet) that is available exclusively to Members of Congress and their staff for obtaining information and services from the Library.

DEV/O provided support to the Librarian's efforts to raise funds for a broad range of programs, including the Knowledge Navigators initiative, the National Book Festival, literacy initiatives, and Library collections,

exhibitions, symposia, conferences, and scholarly programs. DEV/O continued to develop a planned giving program for the Library, to strengthen the James Madison Council, and to foster support for the Library among foundations, corporations, and individuals.

OCFO awarded a task order to migrate the Momentum financial system, in May 2015, to a cloud service provider in an environment that is now known as the Legislative Branch Financial Management System (LBFMS); and to migrate the Architect of the Capitol (AOC) into the LBFMS environment. This includes upgrading the LBFMS from Momentum version 6.5.6 to version 7.0.3. The AOC is expected to join the other legislative branch agencies (U.S. Capitol Police, Office of Compliance, Congressional Budget Office, and Open World Leadership Center) currently hosted on the LBFMS by the end of December 2015. In addition, in conjunction with OCGM, OCFO conducted a comprehensive Gap Analysis of the Momentum Acquisition Module and associated business systems.

OC provided public relations and media support to a myriad of Library initiatives, including major exhibitions, high-profile acquisitions, and annual announcements, such as Poet Laureate activities, the Gershwin Prize for Popular Song recipient, and events such as the National Book Festival. The OC continued to publish the Annual Report and the Library of Congress Magazine (LCM). The OC also issued more than 215 news releases supporting Library programs and garnered coverage by media outlets, which included the Washington Post, New York Times, Associated Press, NBC Nightly News, CBS Evening News, and PBS Newshour.

OCGM awarded 1,900 contracting actions that totaled \$180 million for goods and services in support of Library service units. In addition, OCGM awarded orders on behalf of approximately 500 federal offices through the FEDLINK program valued at \$83 million; issued 30 grants for \$5.6 million; brought 22 interns to the Library for \$339,000 through a cooperative agreement with the Hispanic Association of Colleges and Universities; issued 47 fellowships totaling \$1.3 million; and sponsored 41 visiting foreign researchers and fellows. In fiscal 2014, OCGM developed revised, consolidated acquisition policies and procedures; improved contract operations through increased specificity in library requirements, and reduced the use of high-risk contract types; implemented a focused professional development program aligned with the Federal Acquisition Certification program; in conjunction with OCFO, conducted a comprehensive Gap Analysis of the Momentum Acquisition Module and associated business systems; and developed key

performance measures for contract risk mitigation, procurement lead time, federal acquisition certification, and customer satisfaction.

OGC provided legal oversight for Library activities, programs, and services, including human capital management, ethics, the Library's budget, contracting, records management, and acquisitions for the collections. OGC worked with management on contracting policies and procedures, training of contracting officers and program officials, and developing and identifying opportunities to introduce strategic sourcing and other efficiencies into the contracts process.

OSEPP coordinated 347 special events consisting of 719 segments (i.e., multi-day events or numerous sub-events on a single day). These included a broad range of events both at the Library and at off-site venues for the Library, for Members of Congress, and for outside organizations, including 183 Library-sponsored events and 104 Congressional events.

Fiscal 2015 Priority Activities

The Librarian's Office will continue to oversee Library management, programs and activities and track the progress made on established fiscal 2014 priorities including the Futures initiatives. The WGB will oversee the review of web content priorities and processes. The WGB will reassess its strategies to improve the user experience and implement the information architecture strategy, and it will manage improvements to the supporting systems and workflows used for the Library's web presence. The migration of legacy data and presentations to the new architecture will continue. The office will continue to oversee the work on the Library-wide approach to GIS. A new geospatial hosting environment will be established that addresses the needs of the analysts in CRS, Library Services, and the Law Library who respond to congressional requests. The environment will be extended throughout the year to provide GIS services to the Library's public web presence.

CRO will engage in a number of activities in support of the new 114th Congress. The Library's updated "Guide to Resources" and Services Card will be provided to all Members of Congress, and CRO will contact all new Members to offer briefings on Library services and programs that can assist them in their constitutional and representational responsibilities. CRO will continue to strengthen relationships between the Congress and Library in particular through the ongoing Member of Congress dinner discussions, the Library of Congress Caucus and outreach about Library programming. The Library will present legislative proposals and requests for

approvals to the Committee on House Administration, the Senate Rules and Administration Committee, and the Joint Committee on the Library, and meet with oversight committee staff on issues of interest, including providing briefings and site visits to Library facilities. CRO will assist with preparations for the fiscal year 2016 budget and budget hearings; keep congressional offices and committees informed about Library programs, resources, services, and events; and provide timely responses to congressional inquiries. The office will increase its use of email templates for Members' offices so they can easily communicate to their constituents about Library programs and resources using social media. Senior managers will continue to be informed about legislative issues affecting the Library and consulted about projects affecting the Library's service to Congress. CRO will maintain an updated intranet site (LCnet) available exclusively to Members of Congress and their staff for obtaining information and services from the Library.

The **DEV/O** will continue to support the Librarian's efforts to raise funds for a broad range of programs including acquisitions and development of the collections, exhibitions, internships, symposia, conferences, and scholarly programs. The Office will work to further internal coordination of fundraising activities within the institution and will seek to strengthen the James Madison Council as well as foster support for the Library among foundations, corporations, and individuals.

OCFO will concentrate on the migration of the Momentum financial system to a cloud service provider through May 2015. The remaining months of fiscal 2015 will be focused on the migration of the Architect of the Capitol's financial data into the LBFMS environment and the upgrade of the LBFMS to Momentum version 7.0.3.

OC will continue to provide media support to Library programs and initiatives, publish the LCM and Annual Report, and maintain and develop communications channels and content. The office will implement modifications and enhancements resulting from fiscal 2014 assessments of internal communications, LCM distribution and application developments, multi-media content development, and expansion of the National Book Festival brand and outreach.

OCGM will work to integrate acquisition planning with the Momentum Acquisition Module to provide greater insight into planned acquisitions for the current and following fiscal year; enhance early review of significant proposed contract actions to improve consistency and controls; enhance training delivery methods for the professional development program;

implement recommended changes to the Momentum Acquisition Module to include more consistent and reliable contract structure and content, data cleansing and field mapping to forms and reports, screen re-design for streamlined workflow and consistency, enhanced assignment and accountability for contracts, and targeted training; develop team lead positions to improve focus on fiduciary oversight, expand opportunities for staff, and provide back-up for critical procurement functions; and implement performance measurement tools for the contract and grants functions.

OGC will continue to provide legal guidance on budget and fiscal matters, human capital management, ethics, contracting, records management, legislation and regulations, digital collections, collection acquisitions, and Library initiatives and will continue to defend the Library in federal court litigation, employment discrimination cases, and contract protests and disputes.

OSEPP will continue to coordinate a broad range of special events for the Library, Members of Congress, and outside organizations. The programs will continue to focus on events related to educational outreach and the Library's collections.

Fiscal 2016 Priority Activities

The Librarian's Office will continue to oversee Library management, programs and activities and track the progress made on established fiscal 2015 priorities including the Futures initiatives. The WGB will oversee the review of web content priorities and processes and improve the user experience. It will implement the information architecture strategy and manage improvements to the supporting systems and workflows used for the Library's web presence. The migration of legacy data and presentations to the new architecture also will continue. The Librarian's Office will oversee the work on the Library-wide approach to GIS. A new geospatial hosting environment will be established that addresses the needs of the analysts in CRS, Library Services, and the Law Library who respond to congressional requests; the environment will be extended throughout the year to provide GIS services to the Library's public web presence.

CRO will continue to strengthen relationships between the Congress and the Library in particular through special collaborations, the Library of Congress Caucus, and outreach about Library programming. CRO will communicate with the Committee on House Administration, the Senate Rules and Administration Committee, and the Joint Committee on the Library about the Library's legislative proposals and requests for approvals. CRO also will meet with oversight committee

staff on issues of interest, including providing briefings and site visits to Library facilities. The office will assist with preparations for the fiscal year 2017 budget and budget hearings; keep congressional offices and committees informed about Library programs, resources, services and events; and provide timely responses to congressional inquiries. Senior managers will continue to be informed about legislative issues affecting the Library and consulted about projects affecting the Library's service to Congress. CRO will maintain an updated intranet site (LCnet) available exclusively to Members of Congress and their staff for obtaining information and services from the Library.

The **DEV/O** will continue to support the Librarian's efforts to raise funds for a broad range of programs including acquisitions and development of the collections, exhibitions, internships, symposia, conferences, and scholarly programs. The Office will work to further internal coordination of fundraising activities within the institution and will seek to strengthen the James Madison Council as well as foster support for the Library among foundations, corporations, and individuals.

OCFO will have completed the integration of the Architect of the Capitol into the LBFMS by December 2015. In fiscal 2016, OCFO will provide focused training on new Momentum functionality that will become available as a result of the upgrade of the LBFMS to version 7.0.3. OCFO will identify or reprioritize resources to conduct an alternatives analysis in a cost-benefit framework for the LBFMS. Research is needed to assess the federal financial systems marketplace in order to identify the best alternative(s) to pursue before the current Blanket Purchase Agreement with vendor CGI expires in 2018. Conducting an alternatives analysis is a best practice. The study also is needed to mitigate the risk associated with dependence on a single financial system vendor. In addition, a cost-benefit analysis is a required element in the Library's systems development lifecycle.

OC will continue to provide media support to Library programs and initiatives, publish the LCM and Annual Report, and maintain and develop communications channels and content. The office will implement modifications and enhancements resulting from fiscal 2014 assessments of internal communications, LCM distribution and application developments, multi-media content development, and expansion of the National Book Festival brand and outreach.

OCGM will continue to streamline and improve policies, procedures, and internal controls for its contracts and

grants operations. OCGM will continue its focus on advanced acquisition planning, consistent business processes, the accessibility and utility of procurement information, enhancing staff professional development, and monitoring of organizational, personnel, and contractor performance. OCGM will continue to implement recommended changes to the Momentum Acquisition Module to improve contract structure and content, information availability and data integrity, workflow and logic, and accountability for contracts. OCGM will continue to deliver and enhance professional development and outreach training targeting key areas for operational improvement

OGC will continue to provide legal guidance on budget and fiscal matters, human capital management, ethics, contracting, records management, legislation and regulations, digital collections, collection acquisitions, and Library initiatives and will continue to defend the Library in federal court litigation, employment discrimination cases, and contract protests and disputes.

OSEPP will continue to coordinate a broad range of special events for the Library, Members of Congress, and outside organizations. The programs will continue to focus on events related to educational outreach and the Library's collections.



Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Library Services Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
Associate Librarian for Library Services (ALLS)											
ALLS	32	\$ 7,846	27	\$ 7,276	29	\$ 9,387	29	\$ 9,643	0	\$ 256	2.7%
American Folklife Center	23	2,829	20	2,761	22	2,963	22	3,065	0	102	3.4%
Veterans History Project	22	1,987	18	1,858	19	2,041	19	2,113	0	72	3.5%
Civil Rights History Project	0	220	0	211	1	226	1	232	0	6	2.7%
Total, ALLS	77	\$ 12,882	65	\$ 12,106	71	\$ 14,617	71	\$ 15,053	0	\$ 436	3.0%
Acquisitions and Bibliographic Access (ABA)											
Total, Acq & Bib Acc	435	\$ 64,287	425	\$ 63,727	454	\$ 67,019	454	\$ 69,775	0	\$ 2,756	4.1%
Purchase of Library Materials	0	14,057	0	17,358	0	15,716	0	16,245	0	529	2.2%
Total, ABA	435	\$ 78,344	425	\$ 81,085	454	\$ 82,735	454	\$ 86,020	0	\$ 3,285	4.0%
Collections and Services (CS)											
Collections & Services	481	\$ 59,163	464	\$ 57,998	502	\$ 59,025	511	\$ 66,646	9	\$ 7,621	12.9%
Packard Campus	107	16,882	109	15,699	110	18,592	110	19,153	0	561	3.0%
Total, Collections & Services	588	\$ 76,045	573	\$ 73,697	612	\$ 77,617	621	\$ 85,799	9	\$ 8,182	10.5%
Partnerships and Outreach Programs (POP)											
Partnerships & Outreach Prgms	53	\$ 6,775	51	\$ 6,364	53	\$ 6,053	53	\$ 6,279	0	\$ 226	3.7%
Cat Dist Service	21	6,000	17	3,001	19	6,000	19	6,000	0	0	0.0%
Total, Part & Outreach Prgm	74	\$ 12,775	68	\$ 9,365	72	\$ 12,053	72	\$ 12,279	0	\$ 226	1.9%
Preservation (PRES)											
Preservation	99	\$ 14,004	90	\$ 14,732	96	\$ 15,789	96	\$ 16,262	0	\$ 473	3.0%
Mass Deacid Prgm	0	7,451	0	7,451	0	5,500	0	5,605	0	105	1.9%
Total, Preservation	99	\$ 21,455	90	\$ 22,183	96	\$ 21,289	96	\$ 21,867	0	\$ 578	2.7%
Technology Policy (TECH)											
Technology Policy	46	\$ 7,964	38	\$ 7,298	42	\$ 7,641	57	\$ 10,015	15	\$ 2,374	31.1%
Total, Library Services (LS)											
Total, Library Services	1,319	\$209,465	1,259	\$205,734	1,347	\$215,952	1,371	\$231,033	24	\$15,081	7.0%

Library Services
Summary By Object Class
(Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$112,526	\$109,860	\$113,284	\$118,154	+ \$ 4,870	4.3%
11.3 Other than full-time permanent	2,968	2,841	2,974	3,046	+ 72	2.4%
11.5 Other personnel compensation	915	1,088	1,126	1,165	+ 39	3.5%
12.1 Civilian personnel benefits	33,003	32,358	33,123	36,456	+ 3,333	10.1%
Total, Pay	\$149,412	\$146,147	\$150,507	\$158,821	+ \$ 8,314	5.5%
21.0 Travel & transportation of persons	758	640	795	832	+ 37	4.7%
22.0 Transportation of things	393	379	523	536	+ 13	2.5%
23.1 Rental payments to GSA	78	48	56	1,260	+ 1,204	2150.0%
23.2 Rental payments to others	314	237	261	279	+ 18	6.9%
23.3 Communication, utilities & misc charges	782	723	823	925	+ 102	12.4%
24.0 Printing & reproduction	1,527	1,679	1,638	1,673	+ 35	2.1%
25.1 Advisory & assistance services	10,985	9,852	9,694	10,030	+ 336	3.5%
25.2 Other services	11,532	9,979	11,053	12,564	+ 1,511	13.7%
25.3 Other purch of gds & services from gov acc	6,546	5,616	5,629	5,789	+ 160	2.8%
25.4 Operation & maintenance of facilities	9	6	6	6	0	0.0%
25.7 Operation & maintenance of equipment	2,685	2,335	3,301	3,523	+ 222	6.7%
25.8 Subsistence & support of persons	9	8	8	9	+ 1	12.5%
26.0 Supplies & materials	2,335	1,854	1,964	2,155	+ 191	9.7%
31.0 Equipment	21,241	24,963	28,909	31,088	+ 2,179	7.5%
41.0 Grants, subsidies & contributions	645	645	629	1,376	+ 747	118.8%
44.0 Refunds	50	0	20	20	0	0.0%
94.0 Financial transfers	164	623	136	147	+ 11	8.1%
Total, Non-Pay	\$ 60,053	\$ 59,587	\$ 65,445	\$ 72,212	+ \$ 6,767	10.3%
Total, Library Services	\$209,465	\$205,734	\$215,952	\$231,033	+ \$15,081	7.0%

Library Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	1,347	\$215,952
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		1,985
Annualization of January 2015 pay raise @ 1%		367
Within-grade increases		677
Foreign Service Nationals (FSN) pay adjustment		462
FERS agency rate adjustment from 11.9% to 13.7%		1,754
One Extra Day		571
Total, Mandatory Pay and Related Costs	0	5,816
Price Level Changes		2,171
Program Increases:		
National Collection Stewardship Program	9	4,814
Digital Collections Center	15	2,005
National Recording Preservation Foundation Matching Grant		275
Total Program Increases	24	7,094
Net Increase/Decrease	24	\$ 15,081
Total Budget	1,371	\$231,033
Total Offsetting Collections	0	- 6,000
Total Appropriation	1,371	\$225,033

Fiscal 2016 Program Changes: \$7.094 million

National Collection Stewardship Program:

\$4.814 million/9 FTEs

The Library is requesting \$4.814 million and 9 FTEs for the National Collection Stewardship Program (NCSP), to address the Library's most immediately pressing collections storage requirements on an interim basis. Funding is required for a continuing expansion of collections storage capacity on Capitol Hill through the installation of compact shelving and the lease of additional storage space.

Continuous growth of the book collections without a commensurate increase in appropriate storage space has led to a crisis of significant proportion. This circumstance poses wide-ranging threats to: the safety and well-being of Library staff; the preservation and security of collections; the ability to serve the Congress, researchers, and nation through the provision of interlibrary loans; and the structural integrity of book stack areas of the Thomas Jefferson Memorial and John Adams Buildings. The number of books either on the floor or housed on overflow book trucks is estimated at between 800,000 and 1 million, with more than 175,000 new volumes arriving every year. The Library is rapidly approaching the point where current collections cannot be housed adequately and newly acquired collections simply have no place to go.

While Ft. Meade Module 5 now has been funded, it is estimated that this module will not be ready for occupancy until late in calendar year 2017. In response to increasing crowding, the Library has undertaken initiatives to reduce the number of collection items or modify current storage arrangements to make maximum use of existing shelf space; however these are ad hoc measures that only minimally mitigate the current problem. The only option for short- to mid-term relief is to convert existing space to compact shelving and rent temporary space to store collections that have been processed for ultimate location at Ft. Meade. In combination, these interim spaces will help to immediately relieve crowded conditions and position the Library to rapidly occupy Module 5 once it is available. These and other initiatives currently underway will not eliminate the storage problem, but will provide interim relief.

The core mission of the Library of Congress is to acquire, organize, preserve, store, and make accessible its collections. The current space crisis challenges the Library's ability to achieve three of these five key activities. While we continue to acquire and organize

the collections, we are unable to provide satisfactory preservation controls (e.g., books are sitting on the floor, subject to water damage, being hit by book trucks or pedestrian traffic, and usually turned on their fore-edge, leading to damage as the text block pulls away from the spine). We also cannot store items properly to make them retrievable. Finally, access cannot be provided to many requested items because they simply cannot be located. In summary, the acquisition and processing pipelines are open however staff is not able to finish the process by preserving, storing, and providing access. Appropriate collections storage is a core requirement for sustaining collections for current and future use – the heart of the Library's mission.

In order to prepare for an orderly transfer of materials to Ft. Meade modules as they become available and to minimally accommodate incoming collections, the Library plans to continue to install additional compact shelving in its facilities on Capitol Hill and rent a 47,320 square foot warehouse in the Ft. Meade/Landover corridor that will house an estimated 3 million items. Library Services is working with Integrated Support Services and the Architect of the Capitol to procure a 47,500 square foot rental facility for short term collections storage beginning in fiscal 2015 (the Government Printing Office is one of the leased space options being investigated). An estimated \$1.405 million is needed for outfitting the warehouse and the installation of shelving in current facilities on Capitol Hill, including one-time costs for telecommunication equipment and wiring, office workstations and devices, and information technology and security equipment installation. To be fully operational in fiscal 2016, additional collections storage funding will be essential for new on-site facility staff, security guards, space rental, and contract staff to process and transfer the first 300,000 items.

The lease of interim collections storage space will offer multiple benefits:

- Provide necessary short-term storage prior to the opening of Ft. Meade Module 5 in fiscal 2018;
- Allow there to be a head start on the labor intensive process of preparing collections for Ft. Meade transfer (to whatever module);
- Provide a location to pre-position materials to ensure that Ft. Meade modules ultimately will be filled in a timely manner; and
- Ensure that materials continue to be accessible.

The annual cost of rent, utilities and support costs is estimated to be \$1.414 million. Rent is based on an estimated annual square footage cost of \$25 plus utilities and initial preparation of the space to provide for turnkey occupancy, such as any upgrades to the environmental systems, purchase and installation of shelving, janitorial services, etc. The start-up cost is being amortized over a 5-year lease period, with the need for additional option years contingent on the availability of Ft. Meade modules. In the long run, completion of the storage modules at Ft. Meade will be vastly more cost effective.

The annual processing-for-transfer cost, to be performed by support and contract personnel, is \$1.995 million: \$504,000 for Library staff, as listed below, and \$1.491 million for contract personnel and equipment maintenance. Contract staff costs are estimated based

on the cost to prepare materials for previous Ft. Meade modules and assist in managing the facility. The Library estimates that approximately 500,000 volumes will be processed annually based on established Ft. Meade standards. In order to meet the goal to process that quantity of material annually over a 6-year period, additional staff will be necessary to carry out inventory and transport functions and operate the leased facility.

1. **Pullers/Transporters (five – WG-6)**
2. **Material Handlers (three – WG-6)**
3. **Material Handler Leader (one – WL-6)**

National Collection Stewardship Program

Non-pay Cost Estimates

(Dollars in Thousands)

Budget Object Code (BOC)	Fiscal 2016 Request
2310 Local Telephone	\$ 20
2311 Local Telephones - Data Lines	50
2350 Rental of Space - GSA	1,200
23 - Rent, Communications, Utilities	\$1,270
2433 Administrative Copier	2
24 - Printing and Reproduction	\$ 2
2501 Other Services, Misc. (Processing from Hill to Leased Storage)	1,300
2550 Professional & Consultant Services (Security Guards)	180
2560 Maintenance & Repair Equipment	11
25 - Other Contractual Services	\$1,491
2601 Office Supplies	12
2680 Misc Supplies & Materials (Containers for 300,000 volumes)	130
26 - Supplies and Materials	\$ 142
3114 Computer Software	10
3146 Equipment - Automation	34
3150 Equipment and Furniture (Shelving)	669
3152 Equipment - Telephone (non-recur fiscal 2017)	195
3163 Equipment - Security (non-recur fiscal 2017)	125
3179 Equipment and Office Machines	40
3188 Telecommunications Cabling (non-recur fiscal 2017)	332
31 - Equipment	\$1,405
Total, Non-Pay	\$4,310

The Library requests funding of \$2.005 million and 15 FTEs to establish and staff a Digital Collections Center within Library Services service unit. This organization will provide a platform for the Library to manage its program to collect content in digital formats and thereby address vital, unmet needs. Among other duties, the unit will assume responsibility for digital materials that have no defined Library custodian, a body of content of significant size. Staff will receive, inventory, and make accessible digital content while ensuring long term preservation of the materials. They will also create workflows, communicate best practices, and train other staff.

The expansion rate of Library of Congress digital collections now rivals that of its physical collections. Over the last five years, the number of National Digital Library holdings grew from 15.3 million to 52.3 million files, an average annual increase of 48 percent. During the same period, archived web content grew from 124.5 to 582 terabytes of data, an average annual increase of more than 73 percent. The Library’s Repository Services content inventory is currently growing by 2.2 terabytes daily. While some digital content receives extensive use, the vast majority of Library Services staff continues to primarily support the needs of physical items. The capacity of staff to ingest (acquire) and sustain the digital collections, now of significant size and importance, is extremely limited. In addition to challenges taking in new digital content, the Library has acquired digital collection materials that cannot be served because of a lack of resources to process and make them accessible. A technical platform for digital collections is in place; however, the building of staff capacity to address the needs of these collections has been fractured, driven largely by the urgent requirements and/or characteristics of individual collection acquisitions.

Funding and staffing are required to establish a Digital Collections Center (DC2), to accommodate the growth curve of digital material at the Library of Congress, to methodically address unique ingestion, processing, management, and access requirements. As a centralized team collaborating with other technical Library staff, DC2 will assist the Library Services and Law Library personnel who work with digital collections to increase standardization of the work, engage underserved curatorial divisions, and provide relevant training.

DC2 Team Responsibilities and Services

- Assume ownership for digital materials that have no defined custodian or are in the General

Collections or Area Studies divisions. The team will actively manage and make available collections that have previously received only minimal level care;

- Work with other Library units and cross-service unit committees with responsibility for digital content, such as the Acquisitions and Bibliographic Access (ABA) and Collections and Services (CS) directorates in Library Services, the Law Library, and the Copyright Office to streamline digital lifecycle workflows; fill in lifecycle gaps; create new workflows; and communicate workflows and best practices to other custodians and to the Digital Collections Coordinating Committee; and
- Contribute to and help shape the Library’s technical capacity to accept, preserve, and deliver digital collections, working with application developers and staff in the Repository Development Center (RDC) and the Integrated Library System (ILS) program office to clarify storage requirements; define content lifecycle needs; and suggest new tools to optimize operations.

The team will develop and execute the following critical work:

- Process collections or items at appropriate levels of preservation;
 - Ingest and bit level preservation (i.e., saving to long term storage).
 - Format migration.
 - Software environment emulation.
- Process collections to ready them for access in different systems (RDC Staff Access, Project One, others); and
- Manage contracts for limited scope projects (for example, transferring content from eight inch floppy disks).

Some of the more concrete staff duties will be to determine and develop mechanisms for initiating content transfer/processing; schedule and monitor content receipt; document scope and quantity of content; assume or determine custodial responsibility for the content; determine appropriate technical actions for the content for each life cycle element; determine and document access restrictions; identify and execute appropriate levels of preservation effort; transform, organize, and analyze

digital collections to prepare for access; consult with special collections staff on ingest of new collections at their request; and inform management on the technical feasibility and cost of adding content.

In summary, the DC2 will address vital unmet needs and provide a platform for the Library to meet the greatly expanding needs of a rapidly growing digital collection.

Organizational Structure and Roles and Responsibilities

The initial organizational structure to explore the scope of the current gaps and opportunities and to begin the work described above includes the following ten positions:

1. Program Manager (one – GS 15) and Team Leaders (two – GS 14)

The Manager and Team Leaders will plan and assign work, manage staff, and oversee new projects.

2. Metadata Specialists (two – GS 13)

The Metadata Specialists will create, edit, and maintain cataloging and metadata records and perform other associated tasks.

3. Senior Technical Specialists (four – GS 14)

The Senior Technical Specialists will manage, plan, and execute the processing of digital collections. Their activities include designing new workflows and troubleshooting problems in established workflows.

4. Digital Conversion Specialists (three – GS 9/11/12) and Digital Conversion Technicians (three – GS 6/7/8)

The Digital Conversion Specialists and Technicians will be responsible for the day-to-day flow of material through the digital repository, including ingesting new content, adding metadata, and executing workflows.

A small amount of non-pay funding is requested for travel and training costs.

As the technical capacity and demand for ingest and delivery of digital collections increases, the number of dedicated staff assigned to DC2 also would likely need to increase.

National Recording Preservation Foundation Matching Grant: \$0.275 million

The Library requests \$275,000 for the National Recording Preservation Program, to provide matching funds in support of the National Recording Preservation Foundation.

The National Recording Preservation Foundation (the Foundation) is a federally chartered not-for-profit corporation (Pub. L. 106-474, title II, sect. 201(a), November 9, 2000, 114 Stat. 2091), with the purpose to encourage, accept, and administer private gifts to promote the preservation and public accessibility of the nation's sound recording heritage held at the Library of Congress and other public and non-profit archives throughout the United States. The foundation's work furthers the goals of the Library and the National Recording Preservation Board in connection with their activities under the National Recording Preservation Act of 2000. This funding will provide a partial match of private contributions raised by the Foundation.

The National Recording Preservation Act of 2000 calls for the Librarian of Congress to implement a comprehensive national sound recording preservation program in conjunction with other sound recording archivists, educators, historians, copyright owners, recording industry representatives, and others involved in activities related to sound recording preservation. The Foundation has the capacity to encourage, accept, and administer private gifts to promote this mission, to date having raised approximately \$346,000 in cash and in-kind contributions. The Library is authorized to provide appropriated funds in an amount not to exceed the amount of private contributions made to the Foundation by private persons and state and local governments. Based on documentation detailing the contributions raised, the Library's request for a partial match of \$275,000 that will assist the Foundation by demonstrating the Library's commitment to its work.



Associate Librarian for Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Associate Librarian for Library Services Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 6,287	\$ 5,993	\$ 6,317	\$ 6,473	+ \$156	2.5%
11.3 Other than full-time permanent	192	167	190	195	+ 5	2.6%
11.5 Other personnel compensation	91	118	127	130	+ 3	2.4%
12.1 Civilian personnel benefits	1,794	1,719	1,820	1,976	+ 156	8.6%
Total, Pay	\$ 8,364	\$ 7,997	\$ 8,454	\$ 8,774	+ \$320	3.8%
21.0 Travel & transportation of persons	122	70	120	122	+ 2	1.7%
22.0 Transportation of things	136	113	150	153	+ 3	2.0%
23.3 Communication, utilities & misc charges	258	220	241	246	+ 5	2.1%
24.0 Printing & reproduction	270	264	288	294	+ 6	2.1%
25.1 Advisory & assistance services	708	617	1,073	1,093	+ 20	1.9%
25.2 Other services	1,133	551	1,206	1,229	+ 23	1.9%
25.3 Other purch of gds & services from gov acc	258	223	225	229	+ 4	1.8%
25.7 Operation & maintenance of equipment	121	159	169	172	+ 3	1.8%
25.8 Subsistence & support of persons	9	8	9	9	0	0.0%
26.0 Supplies & materials	146	68	125	127	+ 2	1.6%
31.0 Equipment	1,242	1,701	2,458	2,504	+ 46	1.9%
41.0 Grants, subsidies & contributions	115	115	99	101	+ 2	2.0%
Total, Non-Pay	\$ 4,518	\$ 4,109	\$ 6,163	\$ 6,279	+ \$116	1.9%
Total, Associate Librarian for Library Services	\$12,882	\$12,106	\$14,617	\$15,053	+ \$436	3.0%

Associate Librarian for Library Services

Analysis of Change

(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	71	\$14,617
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		118
Annualization of January 2015 pay raise @ 1%		22
Within-grade increases		40
FERS agency rate adjustment from 11.9% to 13.7%		105
One Extra Day		34
Total, Mandatory Pay and Related Costs	0	319
Price Level Changes		117
Program Increases	0	0
Net Increase/Decrease	0	\$ 436
Total Budget	71	\$15,053
Total Offsetting Collections	0	0
Total Appropriation	71	\$15,053

Associate Librarian for Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$15.053** million for the Office of the Associate Librarian for Library Services in fiscal 2016, an increase of \$0.436 million, or 3 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_ALLS	77	\$12,882	65	\$11,329	71	\$14,617	71	\$15,053	0	\$436	3.0%

PROGRAM OVERVIEW

The Office of the Associate Librarian for Library Services (ALLS) plans, coordinates, and leads the activities of five Library Services (LS) directorates: Acquisitions and Bibliographic Access, Collections and Services, Partnerships and Outreach Programs, Preservation, and Technology Policy. Additionally, ALLS is the organizational location of the American Folklife Center (AFC), the Veterans History Project (VHP), and the Civil Rights History Project (CRHP). Under the leadership of the Associate Librarian, these programs develop, describe, preserve, sustain, and provide access to the Library's universal collection of knowledge and creativity.

ALLS has a framework for LS program management to meet five service unit-specific strategic goals:

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

The Associate Librarian manages LS programs by providing cross-unit guidelines, goals, and performance standards and by working with the directors and other LS managers to develop and execute service unit policies. This work includes leading and managing the formulation of the annual budget through an assessment of internal priorities and operational considerations, tracking trends and key indicators, and managing performance planning.

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

AFC preserves and presents American folklife by building and maintaining a multi-format ethnographic archive documenting traditional expressive culture. VHP oversees a nationwide volunteer effort to build an archive of oral histories from World War I through current conflicts. The VHP collection includes submissions from every state and is the largest oral history project in the United States, currently comprising more than 94,000 collections. The Civil Rights History Project is a collaborative effort with the Smithsonian Institution to survey, digitize, and make accessible existing oral history collections that have relevance to the Civil Rights Movement. Appendix A provides additional information on these three programs.

Fiscal 2014 Priority Activities

ALLS' highest priority continued to be to sustain, preserve, acquire, describe, and provide access to the Library's collections. The newly formed Collection Development Office (CDO) offered comprehensive training for staff involved in collection development activities. These collaborations are envisioned as partnerships with other national libraries to develop projects and programs. ALLS has entered into an Agreement with the University of Virginia and the College of William & Mary to increase the number of student learning opportunities at the Library. ALLS

also began planning a pilot project with Montgomery College to establish a faculty program which could be expanded to other 2-year institutions. ALLS worked closely with other Library service units to develop tools and workflow for ingest of e-journals through Copyright Deposit. The Library ingested the first e-books received in multiple formats from ten publishers participating in the Cataloging-In-Publication Program successfully. The Library stored this new, born-digital content on secure servers and is managing the digital objects using the Content Transfer System, a repository suite of tools developed by Library Staff.

Fiscal 2015 Priority Activities

ALLS will remain focused on collecting and preserving the record of America's creativity and the world's knowledge regardless of format, providing the most effective methods of connecting users to the collections and providing leadership and services to the library and information communities. ALLS will continue to manage the assessment of funding priorities during the annual budget formulation based on internal priorities and operational considerations.

ALLS is working on the development of a Federal library

census to obtain information about Federal government library policies, collections, and services. The census is due to be distributed broadly in early calendar year 2015.

CDO will assess and analyze the Library's current collection use statistics compilation and reporting procedures and recommend a system whereby such information is compiled fully in an integrated manner. This study will encompass all collection formats, including both analog and digital materials, for which the Library provides access.

Fiscal 2016 Priority Activities

As its primary focus, ALLS will continue to collect and preserve the record of America's creativity and the world's knowledge regardless of format, providing the most effective methods of connecting users to the collections and providing leadership and services to the library and information communities. ALLS will continue to manage the assessment of funding priorities during the annual budget formulation based on internal priorities and operational considerations. Planning for the orderly transfer of poorly stored collections to future Ft. Meade preservation storage modules will also be a focus of effort.



Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$42,458	\$41,633	\$43,742	\$45,051	+ \$1,309	3.0%
11.3 Other than full-time permanent	444	434	500	512	+ 12	2.4%
11.5 Other personnel compensation	476	584	580	606	+ 26	4.5%
12.1 Civilian personnel benefits	11,788	11,836	12,469	13,507	+ 1,038	8.3%
Total, Pay	\$55,166	\$54,487	\$57,291	\$59,676	+ \$2,385	4.2%
21.0 Travel & transportation of persons	456	407	469	496	+ 27	5.8%
22.0 Transportation of things	229	224	365	375	+ 10	2.7%
23.1 Rental payments to GSA	78	48	56	60	+ 4	7.1%
23.2 Rental payments to others	329	237	261	279	+ 18	6.9%
23.3 Communication, utilities & misc charges	375	408	432	452	+ 20	4.6%
24.0 Printing & reproduction	67	59	46	49	+ 3	6.5%
25.1 Advisory & assistance services	178	210	179	183	+ 4	2.2%
25.2 Other services	1,326	1,274	1,902	1,961	+ 59	3.1%
25.3 Other purch of gds & services from gov acc	4,939	4,862	4,911	5,063	+ 152	3.1%
25.4 Operation & maintenance of facilities	9	6	6	6	0	0.0%
25.7 Operation & maintenance of equipment	52	33	205	220	+ 15	7.3%
26.0 Supplies & materials	296	286	288	305	+ 17	5.9%
31.0 Equipment	14,695	17,921	16,187	16,748	+ 561	3.5%
94.0 Financial transfers	149	623	137	147	+ 10	7.3%
Total, Non-Pay	\$23,178	\$26,598	\$25,444	\$26,344	+ \$ 900	3.5%
Total, Acquisitions & Bibliographic Access	\$78,344	\$81,085	\$82,735	\$86,020	+ \$3,285	4.0%

Acquisitions and Bibliographic Access

Analysis of Change

(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	454	\$82,735
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		713
Annualization of January 2015 pay raise @ 1%		132
Within-grade increases		243
Foreign Service Nationals (FSN) pay adjustment		462
FERS agency rate adjustment from 11.9% to 13.7%		630
One Extra Day		205
Total, Mandatory Pay and Related Costs	0	2,385
Price Level Changes		900
Program Increases	0	0
Net Increase/Decrease	0	\$ 3,285
Total Budget	454	\$86,020
Total Offsetting Collections	0	0
Total Appropriation	454	\$86,020

Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$86.020** million for Acquisitions and Bibliographic Access in fiscal 2016, an increase of \$3.285 million, or 4 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_ABA	435	\$78,344	425	\$81,085	454	\$82,735	454	\$86,020	0	\$3,285	4.0%

PROGRAM OVERVIEW

The Acquisitions and Bibliographic Access (ABA) Directorate acquires digital and physical materials for the Library's collections and makes them accessible to the Congress, on-site researchers, and Library web site users. ABA provides leadership, policy, standards, and training nationally and internationally. ABA also mitigates risks to the Library's collections through inventory and physical security controls. ABA administers the Books for the General Collections (GENPAC) funding, which supports the acquisition of book and serial publications, online content, special format, and domestic and foreign materials of legislative and research value. With the Law Library, ABA manages a separate fund for the purchase of law collections (Books Law) materials.

ABA's direct services to publishers and libraries include distributing surplus books to nonprofit institutions nationwide, leading the 868-member Program for Cooperative Cataloging (PCC), acquiring library materials from developing countries for U.S. libraries on a cost recovery basis, and managing the Cataloging-in-Publication (CIP) and Dewey Decimal Classification programs. ABA administers the Library's six overseas offices – located in Brazil, Egypt, India, Indonesia, Kenya, and Pakistan – that acquire, catalog, and preserve collections from developing countries. Additionally, ABA provides courseware and training for Library Services divisions.

Fiscal 2014 Priority Activities

ABA continued to give priority to cross-training staff for increased efficiency and output in acquisitions and bibliographic access duties. A group of staff moved to temporary spaces as part of the Architect of the Capitol's

ongoing assistance in reconfiguring ABA work areas for improved workflows and increased production. ABA continued to work with the Network Development and MARC Standards offices, developing a new bibliographic framework (BIBFRAME) to replace the MARC standard for capturing online bibliographic data, the standard that the Library created more than 40 years ago and that is used by libraries worldwide. Reflecting a continuing loss of staff, ABA achieved bibliographic access production of 255,697 items cataloged and fully executed the GENPAC and Books Law funding. ABA and the Collection Development Officer completed tasks to re-establish a Collection Development Office (CDO), to help ensure the judicious growth of the Library's collections in a reduced budget environment. For the first time in more than 20 years, ABA and the CDO Officer offered comprehensive training for staff involved in collection development activity. ABA continued revamping the CIP program, executing its plan to include e-books in the program, with 143 publishers participating. ABA increased to 22 the number of partner libraries that supply bibliographic records needed by the Library and increased PCC membership by 29. ABA and its overseas offices executed the third year of a contract with the Council for American Overseas Research Centers to establish an alternative and less costly approach to collecting materials in West Africa, acquiring 4,926 titles – more than doubling the fiscal 2013 amount; fulfilled the next phase of a major effort to replace an obsolete automated system for managing the acquisitions work of the overseas offices by installing the system in two offices – New Delhi and Cairo; and expanded the offices ability to acquire content and web resources from underdeveloped areas of the world that are important to the Congress.

Fiscal 2015 Priority Activities

ABA will continue to focus on redeploying staff to areas of need associated with attrition and a shortage of funding to fill vacated positions. ABA expects to complete the space reconfiguration stemming from its 2008 reorganization. ABA will fully execute the GENPAC and Books Law funding and catalog approximately 225,000 collection items. The overseas offices will assess its 3-year experiment in its alternative approach to collecting materials in West Africa. The overseas offices will continue to install the replacement system for managing the offices' acquisitions work. ABA will continue to provide technical support and leadership to BIBFRAME by providing tools for the community to use in experimentation and encouraging wide implementation in the community. The needs of AV material in BIBFRAME, especially with respect to preservation aspects, will be investigated. ABA will carry out a pilot to test the BIBFRAME initiative – to replace the MARC standard for capturing online bibliographic data. ABA will work collaboratively with the Online Computer Library Center (OCLC) – the largest bibliographic entity in the world – to advance BIBFRAME, helping ensure that library-created bibliographic data is shared among libraries and on the Web. The Network Development and MARC Standards Office (NDMSO) will be realigned from the Technology

Policy Directorate to ABA. This will better position the Library to support BIBFRAME development. ABA will continue to support the efforts of CDO that will be staffed to enable the Library to assess the quality and depth of its collections.

Fiscal 2016 Priority Activities

ABA will continue to exercise judicious stewardship of funds and staff resources to ensure continued acquisition and processing of materials from all parts of the world for the Library's collections and for use by the Congress. ABA will work with the CDO to assess and build the Library's collections, including giving increased attention to the acquisition of appropriate digital content. ABA will focus on the exchange aspect of building the Library's collections. ABA will carry forth its revitalization of the CIP program, augmenting the availability of bibliographic data by growing the program on an international scale. ABA will assess the results of its pilot to test BIBFRAME to assure that it meets the Library's need to accept and share bibliographic data between the library community and the Web community. The overseas offices will complete the installation of the new automated system and with the resulting efficiencies, the offices will be positioned to sustain the volume of materials they forward to the Library and cooperative partners, fully cataloged and ready for immediate use.



Collections and Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$46,122	\$45,368	\$46,774	\$48,299	+ \$1,525	3.3%
11.3 Other than full-time permanent	1,688	1,617	1,673	1,714	+ 41	2.5%
11.5 Other personnel compensation	254	271	296	303	+ 7	2.4%
12.1 Civilian personnel benefits	14,191	13,802	14,106	15,381	+ 1,275	9.0%
Total, Pay	\$62,255	\$61,058	\$62,849	\$65,697	+ \$2,848	4.5%
21.0 Travel & transportation of persons	111	120	140	143	+ 3	2.1%
22.0 Transportation of things	10	2	0	0	0	0.0%
23.1 Rental payments to GSA	0	0	0	1,200	+ 1,200	0.0%
23.3 Communication, utilities & misc charges	52	45	49	120	+ 71	144.9%
24.0 Printing & reproduction	54	40	55	58	+ 3	5.5%
25.1 Advisory & assistance services	1,164	1,146	960	1,157	+ 197	20.5%
25.2 Other services	7,360	7,048	6,640	8,066	+ 1,426	21.5%
25.3 Other purch of gds & services from gov acc	40	15	41	41	0	0.0%
25.7 Operation & maintenance of equipment	1,246	940	1,644	1,697	+ 53	3.2%
26.0 Supplies & materials	1,324	1,046	1,049	1,211	+ 162	15.4%
31.0 Equipment	1,899	1,707	3,660	5,134	+ 1,474	40.3%
41.0 Grants, subsidies & contributions	530	530	530	1,275	+ 745	140.6%
Total, Non-Pay	\$13,790	\$12,639	\$14,768	\$20,102	+ \$5,334	36.1%
Total, Collections and Services	\$76,045	\$73,697	\$77,617	\$85,799	+ \$8,182	10.5%

Collections and Services

Analysis of Change

(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	612	\$77,617
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		869
Annualization of January 2015 pay raise @ 1%		161
Within-grade increases		297
FERS agency rate adjustment from 11.9% to 13.7%		768
One Extra Day		250
Total, Mandatory Pay and Related Costs	0	2,345
Price Level Changes		748
Program Increases:		
National Collection Stewardship Program	9	4,814
National Recording Preservation Foundation Matching Grant		275
Total, Program Increases	9	5,089
Net Increase/Decrease	9	\$ 8,182
Total Budget	621	\$85,799
Total Offsetting Collections	0	0
Total Appropriation	621	\$85,799

Collections and Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$85.799** million for Collections and Services in fiscal 2016, an increase of \$8.182 million, or 10.5 percent, over fiscal 2015. This increase represents \$3.093 million for mandatory pay related and price level increases, and program changes of \$5.089 million – [\$4.814 million and 9 FTEs] for the National Collection Stewardship Program, and [\$0.275 million] for the National Recording Preservation Foundation Matching Grant.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_CS	588	\$76,045	573	\$73,697	612	\$77,617	621	\$85,799	9	\$8,182	10.5%

PROGRAM OVERVIEW

Major activities of the Collections and Services (CS) Directorate include developing the Library’s collections to stay current in critical subjects, formats, and languages; organizing and managing the secure storage of the collections; serving requested items to patrons on Capitol Hill and through interlibrary loan; and providing on- and off-site reference/information services through specialists and reference librarians staffing Library of Congress reading rooms and research centers. Online content is provided via informative web pages, the *Ask-a-Librarian* email and chat programs, and social media. CS staff also coordinates collections-based digitization projects and manage the organization, rehousing, and cataloging of special format collections to increase public access to high-research value Library materials. CS divisions play a critical role in collections inventory control as well as collections safety. Through frequent public programs and sponsorship of interns and fellows, CS subject experts ensure the promotion of creativity and scholarship. Subject experts also provide research, analysis, and information services for federal agencies. As part of the Library’s ongoing space management program, CS transfers general and special collections from the Library’s overcrowded Capitol Hill facilities to alternative off-site storage facilities, including the Landover Center Annex and the high-density, state-of-the-art preservation storage modules at Ft. Meade.

The Library’s National Audio-Visual Conservation Center, referred to as the Packard Campus and located in Culpeper, Virginia, consolidates, develops, preserves, and provides broad public access to a comprehensive collection of the world’s audio-visual heritage of moving

images and recorded sound. This state-of-the-art facility with its new systems for born-digital collections acquisition, preservation, reformatting, and playback-on-demand access, significantly increases the number of Library audio-visual collections digitized for preservation, public service, and access.

Fiscal 2014 Priority Activities

CS continued to process, inventory, transport, and manage general and special collection materials on the Capitol Hill campus as well as at various off-site storage facilities, including the National Archives and Records Administration (NARA) center at Valmeyer, Illinois. CS worked with other Library staff and the Architect of the Capitol (AOC) to plan for Ft. Meade Module 5, beginning with the identification of materials for transfer. CS transferred 238,434 containers to Modules 3 and 4, the cold vaults, and revised the master plan to accommodate the House Library Collection. CS completed the transfer of 1.023 million items to the Landover Center Annex facility. CS staff was instrumental in implementing the Additional Service Copy Program approved by the Librarian in fiscal 2013 which will relieve some of the overcrowding in Thomas Jefferson and John Adams Buildings stack areas and thus address human safety, structural integrity and collections storage concerns. While continuing to staff and maintain Library reading rooms and research centers, CS staff continued to realign resources to ensure the most efficient and cost-effective reference and research services, as well as access to collections and services both on-site and via the Internet. CS continued to identify and address critical areas of knowledge and creativity not included in the mandatory copyright deposit program, including

the addition of items to the multilingual area studies holdings. CS staff actively assisted in the building of the Library's digital collections by converting select works, identifying and acquiring electronic resources from external sources, receiving electronic-only serials through mandatory deposit, and identifying other electronic-only works (i.e., e-books).

The Packard Campus concentrated on maintaining current digital preservation production capacity with only incremental additions. The audio preservation laboratory added functionality to existing audio rooms, such as improving tools for capturing data about recordings being preserved. The audio and video labs achieved minor refreshment of current digital capture systems, upgraded some older systems in use in the labs, and in the Packard Campus Theater acquired two 4K film scanners in the Film Lab. The Packard Campus continued the collaborative eDeposit "proof of concept" project with the Copyright Office, and performed testing on the system designed to safely capture and secure audio and video content that is received in digital form; minimal testing in the Live Capture system designed to record digital TV and radio broadcasts was also conducted. The first major collection which will be acquired in digital form is the American Archive of Public Broadcasting Project originally launched in November 2013. The Packard Campus continued the development of digital film preservation capabilities; enhanced and added cataloging and processing capabilities throughout the production systems; and continued development of the Packard Campus Workflow Application software. The Packard Campus also completed a portion of the Capitol Hill Video Transmission system equipment installation and began limited test transmissions of video between the James Madison Memorial Building on Capitol Hill and the Packard Campus. Once fully developed, this effort will enable the transmission of various video sources to the Packard Campus for capture and preservation, including those from the House and Senate recording studios.

Fiscal 2015 Priority Activities

CS will continue to process, inventory, and manage general and special collection materials. CS will continue to work with other Library staff and the AOC to plan for Ft. Meade Module 5. CS will complete the relocation of the House Library Collection to Ft. Meade modules 3 and 4, and otherwise continue to inventory and manage collections to ensure collections security and access on Capitol Hill as well as in off-site storage locations. Priority programs will include: Additional Service Copy Program which withdraws or keeps from adding

approximately 100,000 additional copies each year and Fixed Location Program which sends approximately 100,000 items to fixed location in the John Adams Building. CS staff will continue to realign resources to ensure the most efficient and cost-effective reference and research services, as well as access to collections, both on-site and via the Internet, and to improve the researcher experience. CS will continue to identify and address critical areas of knowledge and creativity not included in the mandatory copyright deposit program, including the addition of items to the multilingual area studies holdings. CS staff will actively assist in the building of the Library's digital collections by recommending and converting analog collections, identifying and acquiring electronic resources from external sources, receiving electronic-only serials through mandatory deposit, and identifying other electronic-only works. They also will organize on-site public lectures, symposia, concerts, and other programs and will provide remote users with online workshops and webinars to facilitate electronic research on the Library's web site. CS will facilitate staff exposure to emerging research themes and methodologies, to integrate these into best practices for research and reference services and to improve the researcher experience at the Library. A CS top priority is to address knowledge gaps and ensure the subject expertise necessary to provide reference service to the Congress, scholars, and our wide-ranging constituents notwithstanding staff attrition through retirements, sequestration, and a history of budgetary constraints.

The Packard Campus will add capacity to the state-of-the-art systems needed to support the safe acquisition, secure storage, and accurate retrieval of what will eventually be hundreds of thousands of digital audio and video files produced annually. The increased usability, safety and memory capacity of these systems will enable the expansion of crucial eDeposit projects from the initial testing phase to pilot project levels, including the collaborative project with the Copyright Office to acquire television program deposits digitally. It will also enable the Packard Campus to begin the American Archive of Public Broadcasting Project, the Library's first major project to acquire and preserve external digital audio-visual content. The systems for capturing and archiving digital radio, television, and internet content will undergo minimal expanded testing. The Congressional Video Recording system will acquire the first encoding equipment to cover the House and Senate floor proceedings and test encodings will begin as soon as video from Capitol Hill starts being received via the Capitol Hill Video Transmission system. With most of the AOC fiber optic network on Capitol Hill now completed, the Capitol Hill Video transmission system will begin test

transmissions of the House and Senate floor feeds this year. The replacement of old equipment that has reached end-of-life status in the audio and video preservation labs will continue with some enhancements being made to current preservation systems to meet new technical requirements. The Film Preservation Laboratory, however, will make significant progress in building the capacity to digitally preserve motion pictures to archival standards, a critical necessity in light of the potential cessation of the industrial manufacturing of film stock. The Audio Lab will begin the first phase of construction on the final audio preservation room (A1.9). This room will achieve the same preservation capabilities as the other ten preservation rooms in the initial phase. Needed capabilities in surround sound and multitrack audio preservation, as well as key quality control functions, will be added in subsequent years.

Fiscal 2016 Priority Activities

CS will continue to process, inventory, and manage general and special collection materials. CS will continue to work with other Library staff and the AOC during the construction of Ft. Meade Module 5 and identify, plan and prepare collections for transfer to Module 5. CS will continue to inventory and manage collections to ensure collections security and access on Capitol Hill as well as off-site storage locations. Priority programs continue to include: Additional Service Copy Program which withdraws or keeps from adding approximately 100,000 additional copies each year; and Fixed Location Program which sends approximately 150,000 items to fixed location annually. CS staff will continue to re-align resources to ensure the most efficient and cost-effective reference and research services, as well as access to collections, both on-site and via the Internet, and to improve the researcher experience – including combining the moving image, recorded sound, and music research centers into a single service point. CS will continue to identify and address critical areas of knowledge and creativity not included in the mandatory copyright deposit program, including the addition of items to the multilingual area studies holdings, and will address knowledge gaps and lapses in subject expertise necessary for reference service to the Congress, scholars, and our myriad of constituents. CS staff will actively assist in the building of the Library's digital collections by recommending and converting analog collections,

identifying and acquiring electronic resources from external sources, receiving electronic-only serials through mandatory deposit, and identifying other electronic-only works. They also will organize on-site public lectures, symposia, concerts, and other programs and will provide remote users with online workshops and webinars to facilitate electronic research on the Library's web site. CS will facilitate staff exposure to emerging research themes and methodologies to integrate these into best practices for research and reference services to improve the researcher experience at the Library.

The Packard Campus will focus primarily on maintaining current operational capabilities and continuing the development of projects designed to meet the demands for file-only electronic content transfers from key industry partners as the media content production industry moves to a completely electronic, file-based creation and distribution system. The staff will complete the initial American Archive of Public Broadcasting file transfers; continue limited transfers from several key Copyright and collections partners such as NBC-TV's Saturday Night Live, and eDeposit partners. Contingent on the completion of the AOC fiber optic ring on Capitol Hill in fiscal 2015, the Capitol Hill Video Transmission system will move to final testing of the phase one implementation as originally designed. With the addition of the first set of archive file encoders in fiscal 2015, the Congressional Video recording system will begin test file encodings, development of the automated workflows necessary, as well as plan for the additional capacity upgrades needed to move the system to production and await the completion of the UPS/generator system at the Packard Campus to reliably take over archiving from the House and Senate recording Studios. The staff will continue to test and complete small file acquisitions projects via satellite and broadcasting TV and radio. While some progress in fiscal 2015 will have been made in the transition from analog to digital film preservation, the completion of key functionality within the Film Preservation Laboratory, including production-level film scanning and film sound re-recording, will be deferred. The Packard Campus will keep current migration production systems operating, targeting acquisition of new and used equipment required to maintain current production levels and replacing key systems that have reached their end-of-life status.



Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 6,263	\$5,896	\$ 5,745	\$ 5,857	+ \$112	1.9%
11.3 Other than full-time permanent	111	88	88	89	+ 1	1.1%
11.5 Other personnel compensation	55	66	71	72	+ 1	1.4%
12.1 Civilian personnel benefits	1,787	1,693	1,611	1,720	+ 109	6.8%
Total, Pay	\$ 8,216	\$7,743	\$ 7,515	\$ 7,738	+ \$223	3.0%
21.0 Travel & transportation of persons	20	12	23	23	0	0.0%
22.0 Transportation of things	42	40	9	9	0	0.0%
23.3 Communication, utilities & misc charges	7	10	9	9	0	0.0%
24.0 Printing & reproduction	33	19	17	18	+ 1	5.9%
25.1 Advisory & assistance services	1,047	74	1,448	1,448	0	0.0%
25.2 Other services	1,560	959	1,140	1,140	0	0.0%
25.3 Other purch of gds & services from gov acc	1,257	465	338	339	+ 1	0.3%
25.7 Operation & maintenance of equipment	25	8	14	14	0	0.0%
26.0 Supplies & materials	61	33	33	34	+ 1	3.0%
31.0 Equipment	457	2	1,487	1,487	0	0.0%
44.0 Refunds	50	0	20	20	0	0.0%
Total, Non-Pay	\$ 4,559	\$1,622	\$ 4,538	\$ 4,541	+ \$ 3	0.1%
Total, Partnerships & Outreach Programs	\$12,775	\$9,365	\$12,053	\$12,279	+ \$226	1.9%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	72	\$12,053
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		83
Annualization of January 2015 pay raise @ 1%		15
Within-grade increases		28
FERS agency rate adjustment from 11.9% to 13.7%		73
One Extra Day		24
Total, Mandatory Pay and Related Costs	0	223
Price Level Changes		3
Program Increases	0	0
Net Increase/Decrease	0	\$ 226
Total Budget	72	\$12,279
Total Offsetting Collections	0	0
Total Appropriation	72	\$12,279

Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$12.279** million for Partnerships and Outreach Programs in fiscal 2016, an increase of \$0.226 million, or 1.9 percent, over fiscal 2015, offset by \$6 million in offsetting collection authority for the Cataloging Distribution Service, for a net appropriation of \$6.279 million. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_POP	74	\$12,775	68	\$9,365	72	\$12,053	72	\$12,279	0	\$226	1.9%

PROGRAM OVERVIEW

The Partnerships and Outreach Programs (POP) Directorate increases the visibility and usefulness of the Library's resources. This is accomplished through programs and services targeted to the needs of the Library's public constituencies.

Library visitors learn about the Library's work and collections through exhibitions, publications, building tours, retail services, and public programs that present its rich resources in engaging ways. For the scholarly community, on-site fellowships funded by gift and trust funds enable scholars from around the world to conduct research in the Library's renowned John W. Kluge Center.

Service to the library and information services community takes the form of education, training, and procurement services for federal librarians; reading and literacy promotion programs for the American public; and the distribution of cataloging records and related resources for libraries and information service providers.

Fiscal 2014 Priority Activities

Interpretive exhibitions, publications, tours, and programs showcased the Library's collections and provided visitors with opportunities to learn about the breadth of the Library's collections and services.

New exhibitions that opened in the Thomas Jefferson Building included *Mapping a New Nation: Abel Buell's Map of the United States, 1784*; *The Civil Rights Act of 1964: A Long Struggle to Freedom*; and *A Thousand Years of the Persian Book*. New exhibitions that opened in the James Madison Memorial Building Performing Arts Reading Room were *ASCAP: One Hundred Years and Beyond*, and *The American Ballet Theatre: Touring the Globe for 75 Years*.

A new, agile display case program increased the Library's

ability to securely display objects from the Library's collections at different locations throughout the Library in connection with special events, commemorations, public programs, and publications.

Major publications released during the year included *Football Nation: Four Hundred Years of America's Game*; *Explorers Emigrants Citizens: A Visual History of the Italian-American Experience from the Collections of the Library of Congress*; *Great Photographs from the Library of Congress*; *Michigan-I-O: Alan Lomax and the 1938 Library of Congress Folksong Expedition*; *Christopher Columbus Book of Privileges*; and *The Forgotten Fifties: America's Decade from the Archives of Look Magazine*.

The Library continued its programs that serve the American public by promoting the importance of books, reading, and literacy. These programs included the Library of Congress Literacy Awards, the National Book Festival, the Young Readers Center events, the Letters about Literature contest, and the National Ambassador for Young People's Literature. The second-term Poet Laureate Consultant in Poetry, Natasha Trethewey, promoted poetry events at the Library and around the country.

The Office of Scholarly Programs continued to execute fellowship competitions, some in collaboration with partners, and to oversee the process of inviting scholars to the prestigious John W. Kluge Center to conduct in-depth research at the Library. A new Kluge Fellowship in Digital Studies became the cornerstone of a concerted focus on the impact of the digital revolution on the individual and on society, in general.

Fiscal 2015 Priority Activities

The Library will continue to provide its visitors with an experience that collectively enhances their understanding and appreciation of the Library, its collections, and its

services. Interpretive exhibitions, publications, tours, and programs showcase the Library's collections and provide visitors with an opportunity to learn about the breadth of the Library's collections and work.

Exhibitions that opened or are scheduled to open in the Thomas Jefferson Building include *Magna Carta: Muse and Mentor* and *Herblock: Pointing Their Pens*. New exhibitions planned for the James Madison Memorial Building Performing Arts Reading Room include *Theatrical Designs* and *Elizabeth Sprague Coolidge*.

Major publications based on the Library's collections or exhibitions and planned for release during the year include *Mark Twain's America*; *Magna Carta: Muse and Mentor*; and *Mapping the West with Lewis and Clark*.

The Library will continue its programs that serve the American public by promoting the importance of books, reading, and literacy. These programs include the annual Library of Congress Literacy Awards, the National Book Festival, the Young Readers Center events, and the National Ambassador for Young People's Literature. The newly appointed Poet Laureate Consultant in Poetry, Charles Wright, will promote poetry events at the Library and around the country.

The Office of Scholarly Programs will continue to execute fellowship competitions and oversee the process of inviting scholars to the prestigious John W. Kluge Center to conduct in-depth research at the Library. Preparations

also will take place for the award of the Kluge Prize for Achievement in the Study of Humanity. The Kluge Prize recognizes and celebrates work of the highest achievement and greatest impact in areas that advance understanding of the human experience.

Fiscal 2016 Priority Activities

The Library will provide its visitors with opportunities for an inspiring and educational experience that collectively enhances their understanding and appreciation of the Library and its collections. Interpretive exhibitions, publications, guided tours, and public programs showcase the Library's collections and help visitors to learn about the breadth of the Library's collections and work.

The Library will continue to promote reading and literacy at the national level through programs including the National Book Festival, the Young Readers Center events, and the National Ambassador for Young People's Literature. The Library will continue development of the Library of Congress Literacy Awards program established in 2013 to recognize and support achievements around the globe in literacy promotion.

The Partnerships and Outreach Programs Directorate will continue to review the overall visitor experience and collaborate with other parts of the Library in determining what should be adjusted in support of the Library's Strategic Plan.



Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Preservation Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 6,477	\$ 6,416	\$ 6,818	\$ 6,986	+ \$168	2.5%
11.3 Other than full-time permanent	465	474	454	465	+ 11	2.4%
11.5 Other personnel compensation	26	38	33	34	+ 1	3.0%
12.1 Civilian personnel benefits	2,140	2,084	2,080	2,252	+ 172	0.0%
Total, Pay	\$ 9,108	\$ 9,012	\$ 9,385	\$ 9,737	+ \$352	3.8%
21.0 Travel & transportation of persons	13	12	22	22	0	0.0%
23.3 Communication, utilities & misc charges	2	1	2	2	0	0.0%
24.0 Printing & reproduction	1,102	1,297	1,232	1,255	+ 23	1.9%
25.1 Advisory & assistance services	7,481	7,503	5,564	5,670	+ 106	1.9%
25.2 Other services	144	134	153	156	+ 3	2.0%
25.3 Other purch of gds & services from gov acc	53	52	114	116	+ 2	1.8%
25.7 Operation & maintenance of equipment	275	271	297	303	+ 6	2.0%
26.0 Supplies & materials	485	401	446	454	+ 8	1.8%
31.0 Equipment	2,792	3,500	4,074	4,152	+ 78	1.9%
Total, Non-Pay	\$12,347	\$13,171	\$11,904	\$12,130	+ \$226	1.9%
Total, Preservation	\$21,455	\$22,183	\$21,289	\$21,867	+ \$578	2.7%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	96	\$21,289
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		130
Annualization of January 2015 pay raise @ 1%		24
Within-grade increases		45
FERS agency rate adjustment from 11.9% to 13.7%		115
One Extra Day		38
Total, Mandatory Pay and Related Costs	0	352
Price Level Changes		226
Program Increases	0	0
Net Increase/Decrease	0	\$ 578
Total Budget	96	\$21,867
Total Offsetting Collections	0	0
Total Appropriation	96	\$21,867

Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$21.867** million for the Preservation Directorate in fiscal 2016, an increase of \$0.578 million, or 2.7 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_PRES	99	\$21,455	90	\$22,183	96	\$21,289	96	\$21,867	0	\$578	2.7%

PROGRAM OVERVIEW

The Preservation (PRES) Directorate ensures long-term access to the intellectual content of the Library's collections in original or reformatted form. PRES accomplishes this directly by conserving, binding and repairing, reformatting, and testing collections, and educating staff and users. PRES indirectly accomplishes this by coordinating and overseeing all Library-wide activities related to the preservation and physical protection of analog Library materials.

Preservation of the Library's collections is accomplished through item-level treatment of rare, at-risk special collection photographs, prints, books, audio-visual and other collection items. It also is accomplished through preventive conservation involving housing and stabilization of collections on Capitol Hill, at the Library's Packard Campus, and at Ft. Meade. Programs that extend the lives of collection items include environmental monitoring and control, emergency preparedness and response, needs assessments, collection surveys, supply and lab management duties, and care and handling training, which involves training specialists to become in-house and off-site emergency response team members. PRES staff also repair, folder, and otherwise rehouse general and reference collections materials; prepare newly acquired collections for commercial binding and shelving; support microform, paper facsimile, and digital reformatting programs; and administer the Mass Deacidification Program to treat books and sheets of paper. PRES scientists oversee testing and quality assurance programs; conduct forensic analysis to identify materials and reduce risks; and develop standards and specifications to increase the longevity and usability of the Library's traditional, audio-visual, and digital collections.

Fiscal 2014 Priority Activities

Staff addressed preservation needs of the Library's collections by treating more than 4.7 million books,

serials, prints, photographs, and other high value, high use and/or at-risk items, made accessible through binding, conservation, mass deacidification, and reformatting. PRES staff housed more than 65,000 manuscripts, maps, photographs, and other items; labeled almost 20,000 items; and surveyed or assessed more than 1 million items. Other measurable actions included 12,383 research activities, 2,093 analyses, and 4,277 quality assurance activities. An additional 2.4 million collection units were preserved through the actions of the Motion Picture Broadcast and Recorded Sound Division's reformatting program and the New Delhi Field Office's preservation microfilm program. Including assessment of collections, the Library completed more than 9.2 million preservation actions by the close of the fiscal year.

PRES continued its international leadership role in cultural heritage preservation through presentations for the International Federation of Library Association's Preservation and Conservation section and acting as the Preservation Regional Center for North American (IFLA PAC), FEDLINK, American Library Association (ALA), American Institute for Conservation (AIC) and other professional organizations, and through participation at Preservation Week and in the Topics in Preservation Series (TOPS). PRES staff presented on a wide range of topics including collections care strategies: *Sustainable Collections Care - Integrated modelling to address the demography of library and archival collections*; research on historic paper making: *Fabiano Papers of the XIII-XV Centuries, from early notary manuscripts to the age of printing*; and development of new testing methods: *Evaluating Storage Materials: Alternatives to the Odd Test*.

The Binding and Collections Care Division implemented further reductions in binding by deferring work on softbound monographs to be stored in fixed location arrangement. Volumes to be stored in the classed collection continued to be bound. Staff resources were redirected to support the preparation of loose serial issues held by some custodial divisions that have experienced

staff and/or contract reductions. Since fiscal 2013, overall output has declined slightly because of these programmatic changes in addition to yearly increase in pricing for binding services.

Building on the collection survey completed in fiscal 2013, PRES completed the review of the Library's Mass Deacidification Program and made recommendations on how the program's goal should be modified to reflect the Library's most pressing needs and reduced resources. The fiscal 2015 mass deacidification final option year was negotiated with production reduced to approximately 200,000 book equivalent volumes and 1 million sheets.

In addition to actively improving the condition of the collections, PRES staff continued to prepare for collections emergencies. Staff responded to 44 emergencies, some of which required the stabilization and treatment of collection items. Three of these incidents involved Library collections that resulted in the stabilization treatment of 1,317 items.

PRES completed a reorganization of the Preservation Reformatting Division (PRD) designed to improve overall management of the reformatting program and to put in place an organizational structure for future digital workflows. Overall funding of preservation microfilm reformatting activity within PRES has kept steady at \$1.8 million in fiscal 2014 and resulted in the reformatting of content of 3.3 million pages.

The Preservation Research and Testing Division continued to collaborate with the University College London and cultural heritage institutions as part of the Collections Demographics Program and share research results in collections care and preservation for large collections. Data from a second survey of users conducted in fiscal 2013 at the Library was analyzed. Final publication of research is expected to occur in fiscal 2015.

Fiscal 2015 Priority Activities

Due to constrained funding levels, PRES will continue to be selective in addressing preservation needs of the Library's collections by treating approximately 4.5 million books, serials, prints, photographs, and other high value, high use, and/or at-risk items, by making them accessible through binding, conservation, mass deacidification, and reformatting. Sustained funding will allow the overseas offices to continue to reformat an additional 2 million pages.

PRES will continue its international leadership role in cultural heritage preservation by sharing developments with professional organizations, such as ALA, AIC, IFLA, and FEDLINK, as well as through participation in Preservation Week and new installments in the TOPS. The Preservation Directorate web site will continue to serve as the primary off-site means for sharing information.

The Conservation Division will continue to coordinate major conservation and collections care efforts in the Library through assessment and treatment of collections, training custodial staff in safe handling of collections, preparing collection items selected for display or digitization, providing the needed preservation supplies for preservation and custodial divisions, and coordinating responses and subsequent activities to ensure the stabilization and recovery of collection items in the case of emergency events.

Based on collection condition survey findings and review of the existing mass deacidification contract in fiscal 2014, PRES will draft a new multi-year indefinite delivery, indefinite quantity (IDIQ) contract for mass deacidification services. This type of contract instrument will provide the Library with the needed flexibility to address two issues: reduced ability to assess books that are not optimally stored due to continuing shortage of storage space and increased labor needed to identify candidate items in targeted collections. The goal for binding will remain steady based on expected funding support. The current contract controls the increase in costs so production should keep up with the most pressing needs.

The goal for preservation reformatting, including the combined efforts of PRD and the Library's overseas offices, will be approximately 5 million pages. PRES will have developed a limited digital reformatting capability to begin digitization of embrittled public domain monographs that could not be deacidified and are otherwise not available for use. Focus will be on selecting works based on established use patterns from high priority classes. Technical specifications for the conversion of analog serial publications will be defined and vetted with custodial divisions.

PRES will have created a preliminary database for storing select metadata associated with the scientific preservation reference samples as part of further developing the Library's Center for Library Analytical Scientific Samples, an initiative that fosters sharing and developing shared standards for scientific reference sample sets. Resource needs will be determined to populate the databases with additional data.

PRES will continue to support the three main programmatic areas of long-term research, analytical service requests, and the quality assurance program, mitigating risk to collections and the stabilization of collection materials. An expansion of the program includes assessment of building materials for collection storage spaces to detect harmful off-gassing components and ensure preservation of Library collections.

Fiscal 2016 Priority Activities

PRES will continue to focus available preservation resources on those items that are either most at risk,

needed for exhibition or other immediate use, or in need of stabilization or repair prior to digitization. At current funding levels, it is likely that resources will support addressing the needs of no more than 4.5 million books, serials, prints, photographs, or other high value, high use and/or at-risk items. The overall reduction in the number of items addressed will be the direct result of increased unit prices experienced during a flat budget.

PRES will continue its international leadership role in cultural heritage preservation by sharing developments with professional organizations, such as ALA, AIC, IFLA, and FEDLINK, as well as through participation in Preservation Week and new installments in the TOPS. The Preservation Directorate web site will continue to serve as the primary off-site means for sharing information.

PRES will continue to coordinate major conservation and collections care efforts in the Library through assessment and treatment of collections, training custodial staff in safe handling of collections, preparing collection items selected for display or digitization, providing the needed preservation supplies for preservation and custodial divisions, and coordinating responses and subsequent activities to ensure the stabilization and recovery of collection items in the case of emergency events. The goal for binding will remain steady based on expected funding support. In fiscal 2016, PRES will draft a new

5-year contract for binding services to commence in fiscal 2017.

A new mass deacidification contract will be in place for the second half of 2016 reflecting the constraints of access to collections in the general stacks and the Law Library. It is the intention to maintain the treatment of sheets given the vast number of archival type collections held by Manuscripts and other divisions. Goal for binding will remain steady based on expected funding support.

The goal for preservation reformatting, including the combined efforts of PRD and the Library's overseas offices, will be approximately 5 million pages. PRES will have developed a limited digital reformatting capability to begin digitization of embrittled public domain monographs that could not be deacidified and are otherwise not available for use. Focus will be on selecting works based on established use patterns from high priority classes. Technical specifications for the conversion of analog serial publications will be defined and vetted with custodial divisions.

Developments in preservation research will advance through collaborations with industry partners to understand degradation of modern materials. The online presence of CLASS-D (Center for Library Analytical Scientific Samples – Digital) will strengthen the Library's leadership role in an established preservation network and continue to address collection preservation issues.



Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Technology Policy Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$4,919	\$4,553	\$3,887	\$ 5,488	+ \$1,601	41.2%
11.3 Other than full-time permanent	69	61	69	71	+ 2	2.9%
11.5 Other personnel compensation	13	13	20	20	0	0.0%
12.1 Civilian personnel benefits	1,302	1,224	1,036	1,620	+ 584	56.4%
Total, Pay	\$6,303	\$5,851	\$5,012	\$ 7,199	+ \$2,187	43.6%
21.0 Travel & transportation of persons	12	19	21	26	+ 5	23.8%
23.3 Communication, utilities & misc charges	90	38	89	96	+ 7	7.9%
25.1 Advisory & assistance services	407	301	471	480	+ 9	1.9%
25.2 Other services	9	12	11	11	0	0.0%
25.7 Operation & maintenance of equipment	965	924	972	1,117	+ 145	14.9%
26.0 Supplies & materials	23	20	23	24	+ 1	4.3%
31.0 Equipment	155	133	1,042	1,062	+ 20	1.9%
Total, Non-Pay	\$1,661	\$1,447	\$2,629	\$ 2,816	+ \$ 187	7.1%
Total, Technology Policy	\$7,964	\$7,298	\$7,641	\$10,015	+ \$2,374	31.1%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	42	\$7,641
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		71
Annualization of January 2015 pay raise @ 1%		13
Within-grade increases		24
FERS agency rate adjustment from 11.9% to 13.7%		63
One Extra Day		21
Total, Mandatory Pay and Related Costs	0	192
Price Level Changes		177
Program Increases:		
Digital Collections Center	15	2,005
Total, Program Increases	15	2,005
Net Increase/Decrease	15	\$ 2,374
Total Budget	57	\$10,015
Total Offsetting Collections	0	0
Total Appropriation	57	\$10,015

Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$10.015** million for the Technology Policy Directorate in fiscal 2016, an increase of \$2.374 million, or 31.1 percent, over fiscal 2015. This increase represents \$0.369 million for mandatory pay related and price level increases, and a program change of \$2.005 million and 15 FTEs for the Digital Collections Center.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_TECH	46	\$7,964	38	\$7,298	42	\$7,641	57	\$10,015	15	\$2,374	31.1%

PROGRAM OVERVIEW

The Technology Policy (TECH) Directorate coordinates information technology policy and operations; supports information systems, most notably, the Library's online catalog; and develops and maintains technical standards for library and information communities. TECH works closely with the Library's Office of Strategic Initiatives (OSI) and Information Technology Services, ensuring the successful management and completion of projects, effective functioning of systems, and full compliance with information technology security measures. The directorate includes three divisions:

Automation and Planning Liaison Office (APLO):

Supports LS computer workstation, wiring, and telecommunications needs. It also coordinates the procurement and management of hardware and software assets.

Integrated Library System Program Office (ILSPO):

Manages technology development projects and programs, including the support of both new and legacy library systems, software releases, enhancements, and record loads.

Network Development and MARC Standards Office (NDMSO):

Is the center for library and information network standards. NDMSO is a national and international leader in the development and maintenance of standards that are the foundation of most library catalogs and digital library applications in major institutions worldwide. The office is responsible for many of the software development, research, and productivity tools used within LS.

Fiscal 2014 Priority Activities

TECH continued to provide technical support and leadership for the new Bibliographic Framework Initiative (BIBFRAME), which provides a foundation

for the future of bibliographic description, both on the web and in the broader network world, by determining which aspects of current metadata encoding standards should be retained and evolved into a format for the future and publishing them as a Resource Description Framework (RDF) vocabulary. TECH organized a BIBFRAME implementers forum to coordinate and share test implementation experiences, and TECH published as open source a BIBFRAME data input tool to assist implementers. TECH also completed and published a report that investigated the BIBFRAME model against those for recorded sound, moving image, and other pockets of special material that use different models and held expert meetings. TECH continued to investigate and test the integration of the Linked Data Service with the BIBFRAME to enable bibliographic data exposure for linked data applications. Additional classification schedules were added along with many smaller vocabularies in support of BIBFRAME data values.

TECH and OSI staff continued to collaborate to develop tools and workflows for the ingest of e-journals through Copyright deposit. For the first time the Library successfully ingested the e-books received in multiple formats from ten publishers participating in the Cataloging-In-Publication (CIP) Program. The Library stored this new, born-digital content on secure servers and is managing the digital objects using the Content Transfer System, a suite of tools developed by the Repository Development Center (RDC), OSI.

Fiscal 2015 Priority Activities

TECH will gather requirements for the Library's next generation integrated library management system, which will be a multi-year effort to migrate the acquisition, cataloging, circulation, discovery, and delivery functions to a new, modern platform for providing access to the Library's collections.

TECH will continue to collaborate with OSI to expand support for ingest, management, preservation and access to additional electronic formats and to additional publishers and providers of digital content. Application developments to support ingest and access will be dependent on resources in the RDC. The Library intends to ingest 2,500 e-books from publishers participating in CIP. The Library plans to expand Copyright eDeposit to ingest e-books and will continue to expand the number of e-journals ingested through Copyright deposit. TECH will work closely with other Library service units to identify requirements and investigate options for providing access for patrons while preventing inappropriate copying of the copyrighted content.

The NDMSO will be realigned as part of Acquisitions and Bibliographic Access. This will better position the Library to support BIBFRAME development.

Fiscal 2016 Priority Activities

TECH will continue gathering requirements for the Library's next generation integrated library system, which will be a multi-year effort to migrate the acquisition, cataloging, circulation, discovery, and delivery functions to a new, modern platform for providing access to the Library's collections.

TECH will collaborate with OSI on requirements for integration of the Library's next generation integrated library system with the suite of repository services that are available and in planning.

TECH also will continue to collaborate with OSI to expand support for ingest, management, preservation, and access to additional electronic formats and to additional publishers and providers of digital content. Application developments to support ingest and access will be dependent on resources in the RDC.

TECH will work with OSI to provide access to content that is not in the public domain, such as e-books received from publishers participating in CIP. TECH will work closely with other Library service units to identify requirements and investigate options for providing access for patrons while preventing inappropriate copying of the copyrighted content.

TECH will provide improved access to materials via the major BIBFRAME data creation pilot begun in fiscal 2015 with Library of Congress catalogers. The pilot implementation will be extended through collaborations with other institutions that will enable TECH to test interchange, search, and retrieval issues of the new linked data environment that is basic to BIBFRAME. Analysis will be carried out on more forms of material and specifications, and tools developed by TECH will be made available to the community. TECH will begin discussions with vendors concerning implications for their services. TECH will adjust and expand the Library's Linked Data Service. This is a critical piece of the BIBFRAME environment both for the Library and the library community that looks to the Library of Congress for leadership in this new technology.





Office of Strategic Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Strategic Initiatives Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
Digital Initiatives	107	\$ 21,986	94	\$ 21,137	106	\$ 22,321	106	\$ 23,035	0	\$ 714	3.2%
NDIIPP	20	3,584	17	3,519	16	3,637	16	3,739	0	102	2.8%
TPS	11	7,119	9	6,422	10	8,231	10	8,419	0	188	2.3%
Invest in Tech Infrastructure	0	9,224	0	8,717	0	9,459	0	9,639	0	180	1.9%
Subtotal, Digital Initiatives	138	\$ 41,913	120	\$ 39,795	132	\$ 43,648	132	\$ 44,832	0	\$1,184	2.7%
Information Technology Services	213	62,854	203	63,582	220	63,655	220	66,378	0	2,723	4.3%
Total, Office of Strategic Initiatives	351	\$104,767	323	\$103,377	352	\$107,303	352	\$111,210	0	\$3,907	3.6%

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 38,964	\$ 37,238	\$ 39,473	\$ 40,440	+ \$ 967	2.4%
11.3 Other than full-time permanent	287	289	407	417	+ 10	2.5%
11.5 Other personnel compensation	210	298	298	305	+ 7	2.3%
11.8 Special personal services payment	288	336	355	364	+ 9	2.5%
12.1 Civilian personnel benefits	11,237	10,915	11,551	12,501	+ 950	8.2%
Total, Pay	\$ 50,986	\$49,076	\$ 52,084	\$ 54,027	+ \$1,943	3.7%
21.0 Travel & transportation of persons	155	75	110	112	+ 2	1.8%
22.0 Transportation of things	3	3	3	3	0	0.0%
23.3 Communication, utilities & misc charges	6,101	6,047	5,293	5,393	+ 100	1.9%
24.0 Printing & reproduction	130	114	130	133	+ 3	2.3%
25.1 Advisory & assistance services	10,037	10,735	10,309	10,505	+ 196	1.9%
25.2 Other services	4,454	5,490	7,191	7,328	+ 137	1.9%
25.3 Other purch of gds & services from gov acc	464	466	376	383	+ 7	1.9%
25.7 Operation & maintenance of equipment	12,350	11,566	14,686	15,880	+ 1,194	8.1%
26.0 Supplies & materials	246	185	214	218	+ 4	1.9%
31.0 Equipment	14,508	14,701	10,197	10,391	+ 194	1.9%
41.0 Grants, subsidies & contributions	5,333	4,919	6,710	6,837	+ 127	1.9%
Total, Non-Pay	\$ 53,781	\$54,301	\$ 55,219	\$ 57,183	+ \$1,964	3.6%
Total, Office of Strategic Initiatives	\$104,767	\$103,377	\$107,303	\$111,210	+ \$3,907	3.6%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	352	\$107,303
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		724
Annualization of January 2015 pay raise @ 1%		134
Within-grade increases		247
FERS agency rate adjustment from 11.9% to 13.7%		639
One Extra Day		199
Total, Mandatory Pay and Related Costs	0	1,943
Price Level Changes		1,964
Program Increases	0	0
Net Increase/Decrease	0	\$ 3,907
Total Budget	352	\$111,210
Total Offsetting Collections	0	0
Total Appropriation	352	\$111,210



Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Digital Initiatives Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$14,639	\$13,482	\$14,279	\$14,625	+\$ 346	2.4%
11.3 Other than full-time permanent	190	187	252	258	+ 6	2.4%
11.5 Other personnel compensation	95	108	124	127	+ 3	2.4%
11.8 Special personal services payment	288	336	355	364	+ 9	2.5%
12.1 Civilian personnel benefits	4,428	4,085	4,353	4,703	+ 350	8.0%
Total, Pay	\$19,640	\$18,198	\$19,363	\$20,077	+\$ 714	3.7%
21.0 Travel & transportation of persons	140	62	95	97	+ 2	2.1%
22.0 Transportation of things	2	3	3	3	0	0.0%
23.3 Communication, utilities & misc charges	3,149	3,167	3,183	3,243	+ 60	1.9%
24.0 Printing & reproduction	50	36	50	51	+ 1	2.0%
25.1 Advisory & assistance services	130	259	126	129	+ 3	2.4%
25.2 Other services	4,431	5,471	7,172	7,307	+ 135	1.9%
25.3 Other purch of gds & services from gov acc	253	257	160	164	+ 4	2.5%
25.7 Operation & maintenance of equipment	149	165	77	88	+ 11	14.3%
26.0 Supplies & materials	112	68	80	81	+ 1	1.3%
31.0 Equipment	8,524	7,190	6,629	6,755	+ 126	1.9%
41.0 Grants, subsidies & contributions	5,333	4,919	6,710	6,837	+ 127	1.9%
Total, Non-Pay	\$22,273	\$21,597	\$24,285	\$24,755	+\$ 470	1.9%
Total, Digital Initiatives	\$41,913	\$39,795	\$43,648	\$44,832	+\$1,184	2.7%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	132	\$43,648
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		268
Annualization of January 2015 pay raise @ 1%		50
Within-grade increases		91
FERS agency rate adjustment from 11.9% to 13.7%		237
One Extra Day		68
Total, Mandatory Pay and Related Costs	0	714
Price Level Changes		470
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,184
Total Budget	132	\$44,832
Total Offsetting Collections	0	0
Total Appropriation	132	\$44,832

Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$44.832** million for the Digital Initiatives program in fiscal 2016, an increase of \$1.184 million, or 2.7 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
OSI_DI	138	\$41,913	120	\$39,795	132	\$43,648	132	\$44,832	0	\$1,184	2.7%

PROGRAM OVERVIEW

The Office of Strategic Initiatives (OSI) supports the Library by developing consolidated plans for the Library's digital work, integrating the delivery of digital content and information technology services and infrastructure. Digital Initiatives (DI) and Information Technology Services (ITS) programs maintain stewardship over the Library's information technology investments and the infrastructure that sustains digital content assets and services.

OSI focuses on future technology, with a special emphasis on: digital data creation; digital content acquisition and distribution; and long-term stewardship management. This includes comprehensive web-based digital access services; analog to digital conversion; archiving strategically targeted web content, and jointly with ITS, maintaining a technical infrastructure that preserves long-term digital content. As technology continues to evolve, OSI will focus on capturing digital data that will support both the Congress and the Nation. The National Digital Information Infrastructure and Preservation program (NDIIPP) digital preservation network extends the Library's capacity nationally and catalyzes public-private stewardship to sustain jointly at-risk cultural heritage digital content. NDIIPP is described in greater detail in Appendix E.

The Teaching with Primary Sources program (TPS) builds kindergarten through twelfth grade national outreach networks that encourage educational use of the Library's online primary sources. TPS is described in greater detail in Appendix F.

Fiscal 2014 Priority Activities

In fiscal 2014, Web Services (WS) provided functional, content, and usability enhancements to the Library's Congressional and National Library web presence.

WS continued to lead a Library-wide effort to develop and implement the next-generation legislative system, Congress.gov. Fiscal 2014 saw the addition of user-managed Alerts and Saved Searches, an advanced search tool, a Congress.gov resources portal, and a new browse function. The team continued to add new content to the site, such as Nominations, House Committee video, bill data from the 93rd-102nd Congresses, and amendment data from the 97th-102nd Congresses. The September 2014 release removed the "beta" label from the site and began to direct web users from the legacy Legislative Information System to Congress.gov. The fiscal 2014 changes to Congress.gov and THOMAS were closely coordinated with legislative partners and Library staff. LOC.gov continues to mature and grow into a content-rich, modern system, providing millions of digital resources to millions of users each month. WS worked with content owners throughout the Library to continue the migration of collections and related content from legacy presentations to new, adaptive, accessible presentations. This included photographs, manuscripts, notated music, new and migrated audio files, and more. New collections were launched online, including the Civil Rights History Project, World War I Sheet Music, the Carl Sagan Papers, and new collections, including diaries, papers and correspondence related to the Civil War.

WS maintains a suite of mobile apps, including The Congressional Record and The Constitution Annotated. In addition, WS continues its enhancement of social media and engagement channels, including the Library's blogs, an upgrade of legacy exhibition presentations, and new exhibits such as *Civil Rights Act of 1964: A Long Struggle for Freedom*.

OSI's content management priorities for fiscal 2014 include improving Content Transfer Services (CTS) usability, error handling, and recovery. OSI expanded functionality of repository and content transfer services

to support an increasing number of Library curatorial divisions managing digital content. The deposit of born digital personal papers in the Manuscript Division by a member of Congress provided a notable illustration of the accelerating transition from paper to digital.

By the end of fiscal 2014, the total volume of content transferred and inventoried by the Library's CTS system was 2 petabytes, growing by 787 terabytes in fiscal 2014. Quality review software has supported the acceptance of 54 million digital images to date, 9 million of which were reviewed in 2014. The number of electronic e-journals received via eDeposit has increased to 930 Journals and 80,000 articles; nearly half of which (457 Journals and 38,000 articles) which were added in 2014. More than 60 e-books from ten publishers were added through the LOC CIP e-book automation program in 2014. Enhancement of CIP repository service tools made it possible to receive and ingest materials in the epub2 and epub3 e-book formats.

In the area of scanning and metadata services, OSI completed digitization of the permanent print edition of the Congressional Record; continued to work with 18 other federal agencies to develop common guidelines, specifications, and tools for digitization of still image and audio-visual materials; and continued to upgrade legacy digitized content for migration to the Library's new web presence.

Fiscal 2015 Priority Activities

In fiscal 2015, OSI work plans will continue to focus on extending the capabilities and content of LOC.gov and Congress.gov, with a focus on implementing a Library-wide Web Content Strategy and refining how work is prioritized, measured, and aligned with the Library's strategic plans and initiatives.

Congress.gov will have new data (Treaties, Executive Reports, House and Senate Communications) and improved functionality (search, browse, alerts, and faceting). Drawing on the expertise of the Law Library of Congress and Congressional Research Service, further refinements will be incorporated. In addition to supporting the ongoing development and maturation of Congress.gov, development this year will focus on replacing legacy tools and processes which support content management for legislative information. The team will work with stakeholders to begin the replacement of the existing tools that manage bill summarization work-flow, bill action annotation, and related-bill linking and subject term assignment. The work on these content management tools will be tightly integrated with the existing Congress.gov technology

platform.

The rapidly maturing LOC.gov platform will continue to add content from both existing and new sources. Major improvements will be made to the site including an advanced search feature, new viewers for images (including maps, photos, manuscripts), and improved video and audio playback. A planned redesign of the home page will incorporate lessons learned during the past two years of work, and incorporate content identified as a priority via the new content strategy process. WS will continue to migrate content to new search, browse, and display platforms, creating major usability and content enhancements for users in areas including Teachers/Educational materials, Webcasts (concerts, lectures), and Patron Services (Reading Rooms, programs).

Planning for the longer term digital future, OSI will oversee an expanded digitization program. OSI will begin preparing digitized historical legislative content for presentation under Congress.gov; support new high priority digitization projects from the American Folklife Center, Veterans History Project, and Music Division; work with curatorial divisions to make recently digitized content available online; and, continue to migrate legacy content to the Library's new web presence. OSI also will focus on improving scanner accuracy when scanning different types of materials, and work with other federal agencies to update guidelines for the digitization of text and still image materials.

OSI will provide access for e-journals as an access pilot for on-site users.

Fiscal 2016 Priority Activities

The Government Accountability Office report on the information technology operations of the Library of Congress, scheduled for completion in March 2015, will influence direction and focus in fiscal 2016 and subsequent years. The potential for a consolidated Legislative Branch data center and associated planning also will influence OSI and, in turn, ITS operations.

In fiscal 2016, WS will continue enhancements to Congress.gov platform, including the completion of legacy system retirements and the additions of new content and services. New content management tools will enhance the refinement of legislative information by CRS and strengthen system performance and reliability. LOC.gov, will add new content, improve design and content delivery tools (such as video and audio players), and make content more mobile-friendly and accessible.

OSI will support the presentation of recently digitized

materials while working with Library units to complete the migration of legacy content.

In the area of content management, OSI will continue to support and improve digital content processing capacities. OSI will focus efforts on expanding eDeposit and supporting workflows for CIP e-books, tweets, and additional formats as resources permit.

OSI recognizes the increasing need to manage digital content with “big data” characteristics. A high volume collection, with continuing growth both in number of

records and size, would be the more than 582 terabytes of archived web sites held by the Library at the beginning of fiscal 2015. OSI continues to assess the requirements for technical content management infrastructure and services that enable users to understand and navigate large-scale data. New approaches to be explored include parallel, distributed, memory-rich computing operations (for indexing, pattern matching, data distillation, and querying) that are used increasingly by data-intensive organizations in all fields.



Information Technology Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$24,325	\$23,755	\$25,193	\$25,815	+\$ 622	2.5%
11.3 Other than full-time permanent	97	102	156	159	+ 3	1.9%
11.5 Other personnel compensation	114	190	174	178	+ 4	2.3%
12.1 Civilian personnel benefits	6,810	6,829	7,199	7,799	+ 600	8.3%
Total, Pay	\$31,346	\$30,876	\$32,722	\$33,951	+\$1,229	3.8%
21.0 Travel & transportation of persons	15	13	15	15	0	0.0%
22.0 Transportation of things	1	0	1	1	0	0.0%
23.3 Communication, utilities & misc charges	2,952	2,881	2,109	2,149	+ 40	1.9%
24.0 Printing & reproduction	80	79	80	82	+ 2	2.5%
25.1 Advisory & assistance services	9,907	10,477	10,182	10,376	+ 194	1.9%
25.2 Other services	23	19	19	19	0	0.0%
25.3 Other purch of gds & services from gov acc	210	209	215	219	+ 4	1.9%
25.7 Operation & maintenance of equipment	12,201	11,401	14,609	15,792	+ 1,183	8.1%
26.0 Supplies & materials	134	116	134	137	+ 3	2.2%
31.0 Equipment	5,985	7,511	3,569	3,637	+ 68	1.9%
Total, Non-Pay	\$31,508	\$32,706	\$30,933	\$32,427	+\$1,494	4.8%
Total, Information Technology Services	\$62,854	\$63,582	\$63,655	\$66,378	+\$2,723	4.3%

Information Technology Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	220	\$63,655
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		456
Annualization of January 2015 pay raise @ 1%		84
Within-grade increases		155
FERS agency rate adjustment from 11.9% to 13.7%		403
One Extra Day		131
Total, Mandatory Pay and Related Costs	0	1,229
Price Level Changes		1,494
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,723
Total Budget	220	\$66,378
Total Offsetting Collections	0	0
Total Appropriation	220	\$66,378

Information Technology Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$66.378** million for Information Technology Services in fiscal 2016, an increase of \$2.723 million, or 4.3 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSI_ITS	213	\$62,854	203	\$63,582	220	\$63,655	220	\$66,378	0	\$2,723	4.3%

PROGRAM OVERVIEW

Information Technology Service (ITS) maintains the Library's technology infrastructure, including data and voice networks, data processing, data storage, software application development, and data center operations. ITS stays abreast of industry best practices and technologies and invests in initiatives to streamline internal processes and strengthen the infrastructure, aligning and allocating resources based on Library-wide priorities. ITS adheres to the Library's Information Resources Management plan and related IT governance regulations, policies, and procedures. Library IT governance is informed by enterprise architecture and investment lifecycle review activities overseen by the Library's Information Technology Steering Committee.

Fiscal 2014 Priority Activities

In fiscal year 2014, ITS continued to proactively change acquisition planning to follow government-wide best practices and newly revised Library guidelines for competitive procurements. These practices were implemented for acquisitions supporting application development, network infrastructure, telecommunications, IT security, enterprise and application services, and end-user services.

ITS completed the Library-wide PC network migration to a new desktop environment (Microsoft Windows 7 and Office 2010). This initiative significantly enhances cyber security, strengthens IT infrastructure, and mitigates against system obsolescence. In fiscal 2014, ITS expanded the virtualized server and storage environment to include implementation of a new storage architecture. This architecture creates multiple pools of storage with different performance and operational characteristics,

allowing faster storage to be used where needed, such as indexes and searching, and the flexibility to reduce overall implementation costs and response time for large data transportation. The virtualized environment supported migration to a newly-standardized environment for both Oracle and MySQL, the databases that manage most of the data that supports the Library's web sites. These migrations allow ITS to reduce database outages during both planned and unplanned events. The expansion of the new virtualized server and storage environment supports requirements for adding content and functionality to the new Congress.gov and LOC.gov web sites – enabling the Library's unified web strategy and transition from existing information systems.

In line with standardizing technology architecture approaches, ITS began work on the implementation of a Geospatial Hosting Environment (GHE) initiative, to provide tools and services to better serve Congressional research requests.

ITS began work on several enterprise-wide telecommunications initiatives. These include expanding the data communications bandwidth in the Capitol Hill campus buildings in replacing and upgrading network cables, hubs, and closet switches. ITS also began work on WiFi wireless access expansion to cover the entire Capitol Hill campus. ITS implemented systems to support Library-owned and user-owned mobile devices in order to meet the changing needs and expectations of the Library, replacing 800 Library-owned BlackBerry devices with iPhones, and consolidated all cellular phone contracts into a single vehicle. ITS now centrally manages all Library-owned iPhones and cellular phone contracts.

Fiscal 2015 Priority Activities

ITS' primary goals for fiscal 2015 included the following:

- Complete initiatives to improve data communications bandwidth and wireless access on the Capitol Hill campus;
- Complete GHE initiative to support Congressional research requests;
- Enhance the Library's cyber-security operations;
- Strengthen and modernize the Library's IT infrastructure through virtualization and standardization; improve content management and content delivery services; and
- Identify and implement cost saving technology solutions.

ITS will complete the installation work begun in fiscal 2014 to expand data communications bandwidth in the Capitol Hill campus buildings by replacing and upgrading network cables, hubs, and closet switches. ITS also will complete the work on expansion of WiFi wireless access throughout the Library. Based on these infrastructure improvements, ITS will begin to deliver new services for an expanded video conferencing solution and deliver greater wireless access to internal networks and to Library-owned mobile devices for office automation applications.

ITS is moving to complete the GHE initiative to support Congressional research requests. In fiscal 2015, ITS will focus efforts on developing geospatial metadata indexing capability, which provides core services to enable Library staff to better serve Congressional research requests.

ITS will continue to improve the cyber security position of its networks and data centers. To support all service units, ITS will expand security incident handling and response measures to ensure that the programs are adequate to respond to evolving threats. ITS will continue to work to ensure that security hardware and software components are effectively integrated into the Library's technical infrastructure and operational practices.

ITS will focus on reducing engineering support costs through the initiation of several standardization efforts including virtualization of the servers used to manage and provide access to the Library's digital content. The Library continues to have a growing need to quickly and securely move and deliver large amounts of content, and ITS has begun standardizing the server environment that supports the management of the content throughout its lifecycle. This includes migration to new, more energy-efficient servers with more consistent software

configurations, allowing server resources to be allocated and reallocated more quickly and efficiently to meet requirements such as increased web site demand related to a specific event. In support of IT standardization activities, ITS will drive the use of technology architecture standards for hardware, system software, network solutions, security solutions, and application deployment processes through the implementation of Library-wide technology review cycles. These standards will inform – and be informed by – evolving IT strategic planning processes that incorporate continuing enterprise architecture development, serving as a basis for future priority setting and acquisition planning.

Fiscal 2016 Priority Activities

ITS will continue to expand IT security support for service units through several initiatives including:

- Expanded security incident handling and response measures;
- Ensuring that security hardware and software components are effectively integrated into the Library's technical infrastructure and operational practices; and
- Partnering with service units to review, refine, and support implementation of programs for flexible desktop and remote access solutions and off-site continuity of operations plan activities.

ITS will continue initiatives to transition to a virtualized environment for both servers and storage, conserving space, energy, expertise of engineering support staff, and equipment, as well as increasing the capacity of the network infrastructure within and among the Library data centers.

ITS will continue to lead the effort to increase the volume of content made available through Congress.gov and the search function of LOC.gov, and will add high-performance, high-speed storage devices to improve speed of user searching and initial display of results on Library web sites. ITS will continue support of activities designed to improve throughput of processes that receive, move, and store data, including the expected expansion of digital content volume for the Copyright Office and increasing requirements for the movement of content between the Packard Campus and the Library's other data centers. ITS will continue to work with content owners in the service units to fully migrate all existing content and metadata from outdated web applications and storage to the virtualized environment, using more automated and consistent deployment practices.

IT standards and architecture-based guidelines will

provide the structure for consistency and robustness in operational practices for long-term storage and content backup throughout the Library. ITS will focus on key legacy business applications to ensure that their operations and architectural plans are consistent with the evolving virtualized and standards-driven architecture. ITS also will sustain its commitment

to pursue procurement best practices and focused acquisition strategies to acquire cost-effective technology solutions, furthering the alignment of the budget and acquisition processes with technology lifecycles. ITS will focus on opportunities to reduce environmental impacts and explore legislative branch programs in this area, in collaboration with the Architect of the Capitol.





Law Library
Summary By Object Class
(Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 8,236	\$ 8,229	\$ 8,447	\$ 8,914	+ \$ 467	5.5%
11.3 Other than full-time permanent	179	178	134	138	+ 4	3.0%
11.5 Other personnel compensation	80	84	81	83	+ 2	2.5%
12.1 Civilian personnel benefits	2,363	2,431	2,445	2,737	+ 292	11.9%
Total, Pay	\$10,858	\$10,922	\$11,107	\$11,872	+ \$ 765	6.9%
21.0 Travel & transportation of persons	50	47	42	43	+ 1	2.4%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.3 Communication, utilities & misc charges	36	36	37	38	+ 1	2.7%
24.0 Printing & reproduction	20	17	19	19	0	0.0%
25.1 Advisory & assistance services	284	296	159	162	+ 3	1.9%
25.2 Other services	1,789	1,560	1,847	2,726	+ 879	47.6%
25.3 Other purch of gds & services from gov acc	7	7	7	7	0	0.0%
26.0 Supplies & materials	15	17	18	18	0	0.0%
31.0 Equipment	2,789	5,060	3,046	3,142	+ 96	3.2%
Total, Non-Pay	\$ 4,991	\$ 7,041	\$ 5,176	\$ 6,156	+ \$ 980	18.9%
Total, Law Library	\$15,849	\$17,963	\$16,283	\$18,028	+ \$1,745	10.7%

Law Library
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	94	\$16,283
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		155
Annualization of January 2015 pay raise @ 1%		28
Within-grade increases		53
FERS agency rate adjustment from 11.9% to 13.7%		137
One Extra Day		44
Total, Mandatory Pay and Related Costs	0	417
Price Level Changes		130
Program Increases:		
Access to Law Library Collections - Class K Conversion	5	1,198
Total, Program Increases	5	1,198
Net Increase/Decrease	5	\$ 1,745
Total Budget	99	\$18,028
Total Offsetting Collections	0	- 350
Total Appropriation	99	\$17,678

Fiscal 2016 Program Changes: \$1.198 million

Access to Law Library Collections - Class K Conversion: \$1.198 million/5 FTEs

To provide greater access to the Law Library of Congress (LAW) legal collections, the Library is requesting funding of \$1.198 million: \$347,000 for five FTEs and \$851,000 for contractual support. This funding will provide staff to perform ongoing collections maintenance support, as well as dedicated support to assign K class numbers to the approximately 420,000 volumes still shelved under the obsolete “LAW” system. Initially the five FTEs will be dedicated to the 7-year Class K project, resulting in a collection that is completely catalogued in a unified manner that complies with widely accepted classification standards for law material.

Completing classification of the approximately 420,000 volumes that remain classed as “LAW” will provide an opportunity for LAW to re-shelve its entire collection in call number order. This is critical for reducing the number of “not-on-shelf” responses to requests and ensuring timely, high-quality service to patrons. While some shifting of collection materials may occur during the 7-year reclassification project, re-shelving the entire collection in call number order cannot occur until after the work is complete – a long-term task given the size of the Law collection. Moreover, the post-processing of re-classed materials – reviewing and updating bibliographic records in the Integrated Library System (ILS), labeling and bar-coding books, etc. – as well as troubleshooting of issues discovered during the re-shelving of materials, will be an ongoing activity. The goal is a fully inventoried, classified, and ordered law collection.

Duties of the staff that are required to classify, process, and provide access to the legal material, to serve the Congress and other constituents, are as follows:

1. Classification Specialist (one – GS-11/12/13)

The Classification Specialist will supervise the requested new classification team as it completes the Class K effort and then performs ongoing post-processing activities associated with reclassified materials.

2. Technicians (two – GS-9)

The additional technicians will review and update bibliographic and holdings records in the ILS; identify materials that require additional processing and/or preservation attention; prepare materials for binding; and serve as a resource for resolving problems related

to collection maintenance, allowing for an acceleration of the Class K classification work to meet the 7-year timeframe.

3. Collection Maintenance Staff (two – GS-7)

Shelving staff will provide LAW with proper care of post-processed collection material, which includes maintaining a shelf-list database that assists with accessing collection items; creating labels for shelving units; shifting and sorting the collection in call number order; and conducting searches to locate materials. The shelving staff initially will be dedicated to the Class K project.

In the past, LAW organized its legal materials under the “LAW” shelving arrangement, with location based on country and form of material. Within this arrangement, the location symbol was expanded by the first few letters of the name of the issuing body or author. Thus, many titles would have the same shelving number, requiring staff to search each volume until the desired title was located. For languages other than English, retrieval of specific volumes required a staff member with language skills, who could read the titles of volumes shelved under the same number to locate the specific book.

Since the implementation of the Class K shelving system starting in 1967, cataloged items are now classed according to jurisdiction, subject, form, author, and year, with the creation of a unique classification number for each title. Retrieval of material is greatly enhanced because of this unique number. Language expertise is no longer required because each book can be located based on its specific call number, resulting in significant efficiencies. However, all titles acquired before 1967 still are shelved in the antiquated “LAW” system.

Without dedicated support for the Class K conversion, LAW has only been able to tackle this workload when funds became available, through small, annual classification projects. As of June 30, 2014, 395,000 volumes have been classified, while 420,000 volumes remain shelved under the “LAW” system. Experience to date has shown that the complexity of the Class K schedule requires a significant knowledge of legal cataloging, legal publishing, and the law itself to get the work done with any level of efficiency. By far the most economical way to accomplish the remaining work would be to add one full time classification specialist at the GS 11/12/13 grade level to LAW's base.

In addition to the classification effort, all items require post-processing, including inventorying in the Integrated Library System, labeling with the new Class K number, and integrating (re-shelving) into the appropriate Class K area of the Law Library collection. A dedicated team of two GS-9 technicians and two GS-7 Sorter/Shelvers will augment existing LAW staff, who will not be able to handle the additional amount of post-processing work required by the accelerated classification schedule. In addition, the entire collection housed in the James Madison Memorial Building will need to be shifted as classification is complete, to properly integrate materials into the collection. The technicians hired for this classification project will assist in the shifting effort and assume responsibility for a variety of maintenance tasks associated with the LAW's collection following the completion of the classification project.

Annual funding of \$1.198 million will provide for continued classification of legal material and enable LAW to classify, process, and provide access to an average of 60,000 volumes per year over the 7-year project period. The cost of the Class K conversion

work has risen significantly since the Library requested funding unsuccessfully in fiscal 2011, because the earlier work required a simpler, more commonly available set of foreign language capabilities (English, Spanish, and French). Of this total, \$851,000 is required for contracting support because the contractor will need to hire individuals with specialized expertise in languages that are not widely known (for example, Hungarian), resulting in a significantly higher per-volume cost than in the past. The Library plans to non-recur the \$851,000 contract funding in fiscal 2023, at the end of the proposed 7-year project, but retain the five new positions to maintain and provide access to the cataloged materials.

This high priority effort directly supports the Library's strategic goal to acquire, preserve, and provide access to a universal collection. It will result in significantly better service to Members of Congress and general public patrons through more rapid retrieval of requested volumes. It also will improve the accessibility of previously unknown law materials in the LAW's collection for those who consult shared catalogs such as WorldCat.

Law Library

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$18.028** million for the Law Library program in fiscal 2016, an increase of \$1.745 million, or 10.7 percent, offset by \$0.350 million in offsetting collection authority over fiscal 2015. This increase represents \$0.547 million for mandatory pay related and price level increases, and a program change of \$1.198 and 5 FTEs for Access to Law Library Collections.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
Law Library	94	\$13,429	90	\$14,227	94	\$13,581	99	\$15,236	5	\$1,655	12.2%
Purch of Lib Mater	0	2,420	0	3,736	0	2,702	0	2,792	0	90	3.3%
Total, LAW	94	\$15,849	90	\$17,963	94	\$16,283	99	\$18,028	5	\$1,745	10.7%

PROGRAM OVERVIEW

The Law Library of Congress (LAW) provides the Congress, executive branch agencies, courts, practicing bar, state and local governments, American businesses, scholars, and others with legal research and reference services related to U.S. federal, state, and local law, and the laws of more than 240 foreign and international jurisdictions. LAW has amassed the world's largest collection of authoritative legal sources, including more than 2.89 million volumes and 2.9 million micro-format items.

The collection and staff expertise of LAW are unique. Certain one-of-a-kind materials are held in the Law Library. No other nation or institution has such a vast aggregation of legal materials that allows for comprehensive legal analysis. Nowhere else in government or academic circles does there exist the same level of legal subject matter expertise.

Legal specialists with foreign law degrees and practice experience provide timely, expert legal analysis, research, testimony, and reference services in response to requests by Members of Congress and committee staff, justices of the Supreme Court, other judges, and attorneys at federal agencies. LAW's lawyers who have been trained outside of the U.S. incorporate knowledge of the legal systems, vernacular language, and socio-cultural context of countries and regions of the world for which they are responsible. At the request of the Congress, LAW has provided studies related to international trade and tariffs, immigration reform, and other significant legal issues. As

examples, in fiscal 2014, the Law Library's Global Legal Research Directorate researched, prepared, and published multinational studies on such diverse topics as the regulation of bitcoin, restrictions on genetically modified organisms, military family and medical leave benefits, immigrant family reunification, and the use of weapons by law enforcement officers.

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

LAW is a key player in the identification and currency of content in Congress.gov, the authoritative legislative information system for the Congress and the public. LAW also develops electronic information products that provide access to historical legal, legislative, administrative, and judicial documents; and creates research and collection guides that focus on legal research techniques, issues, and events.

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

Fiscal 2014 Priority Activities

In response to specific congressional requests, LAW staff members wrote reports and testified; consulted with Members of Congress and their staff, the executive branch, and judiciary; and focused on supporting the Congress and educating the public through the provision of online special collections and digital legal resources. LAW also continued its effort to convert collection materials to the current law classification (Class K). Additionally, LAW provided content and navigation instruction to congressional staff, law librarians, secondary school educators, and other public users on the Congress.gov database. LAW continued to implement its strategic plan and its detailed business plan to create a state-of-the-art reading room. The renovated reading room will better serve congressional priorities for foreign and international legal research; provide a more informed and comprehensive data environment through integrated systems; incorporate a multipurpose room for training, seminars, lectures and conferences; and sustain a technological capability over the long term at a reasonable cost. LAW continued an effort to provide coordinated Library of Congress training to Members of Congress and their staff. LAW also demonstrated strong emphasis on engagement with constituents by hosting and briefing high-level delegations of legal scholars and professionals, organizing and conducting collaborative programs on timely legal issues, and producing and presenting exhibits and research reports. LAW furthered efforts to employ Web 2.0 strategies and social media capabilities, thereby showcasing the unique features of its web site content. LAW continued its collaboration with the Government Publishing Office on a Statutes at Large project and linked metadata with digitized statutes for eventual integration with Congress.gov.

Fiscal 2015 Priority Activities

In fiscal 2015, LAW will focus on developing plans and collaborative arrangements to add digitized content to its web resources. LAW also will continue efforts to complete the classification to Class K. Working within the broader Library of Congress web enhancement initiative, LAW will continue to apply approved metadata specifications and best practices in order to improve iteratively the search capability of collections and program material available in its public web pages, while incorporating selected content into existing online frameworks such as the Guide to Law Online. LAW will

work with selected congressional offices on a Library-wide coordinated training program. LAW will pursue its long-term strategic plan and business plan initiatives to produce multi-jurisdictional legal information, including digitized content, aligned with Library of Congress-wide web initiatives, affording the Congress and other constituents the benefits of more timely, targeted, and complete legal knowledge. The Library will work with the Architect of the Capitol (AOC) on the construction of a vault to secure more than fifty percent of LAW's rare legal materials in a temperature and humidity controlled environment. LAW also plans to complete construction of its renovated reading room in fiscal 2015. LAW will continue to work with the Library on replacing LAW's compact shelving in the James Madison Memorial Building (JMMB) sub-basement stacks, as the current shelving system is beyond its predicted lifespan. The initial effort will be to replace the compact shelving in Quad A (one of four shelving spaces in the sub-basement) followed by full replacement of the corresponding compact shelving in the other spaces when funding becomes available. LAW was the lead curator and fundraiser for a 10-week Library exhibition "Magna Carta: Muse and Mentor" opening in November 2014 that includes a display of the 1215 Lincoln King John Magna Carta, and highlights the historical legacy of the document on the development of constitutional order and rule of law in the United States.

Fiscal 2016 Priority Activities

In fiscal 2016, LAW will continue the Class K classification with the goal of remaining on schedule to classify the entire Law collection by country, subject, and form of material by fiscal 2022. Until classification is complete, legal material will be less secure and will not be fully accessible to scholars, practitioners, and the general public. LAW will solicit and analyze feedback from the Library's training program for Members of Congress and staff and implement enhancements where needed. The Library and AOC will complete the construction of a secure storage facility to house LAW's rare materials. Contingent upon the availability of funding, compact shelving will be replaced in the remaining storage spaces (Quads B, C, and D) within the sub-basement stacks of the JMMB. LAW will implement a digitization plan for a prioritized collection of LAW materials and will explore the best options for further automating its workflows and operational processes.



Office of Support Operations

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Support Operations Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSO - Basic	47	\$13,679	42	\$13,191	43	\$12,478	43	\$12,830	0	\$ 352	2.8%
HRS	58	8,840	55	8,766	60	9,106	60	9,412	0	306	3.4%
ISS	134	26,258	124	25,221	136	27,959	136	28,745	0	786	2.8%
Total, Office of Support Operations	239	\$48,777	221	\$47,178	239	\$49,543	239	\$50,987	0	\$1,444	2.9%

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$19,925	\$18,944	\$19,861	\$20,351	+ \$ 490	2.5%
11.3 Other than full-time permanent	65	152	254	260	+ 6	2.4%
11.5 Other personnel compensation	358	404	375	384	+ 9	2.4%
12.1 Civilian personnel benefits	6,195	6,001	6,313	6,802	+ 489	7.7%
Total, Pay	\$26,543	\$25,501	\$26,803	\$27,797	+ \$ 994	3.7%
21.0 Travel & transportation of persons	7	7	6	6	0	0.0%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.1 Rental payments to GSA	3,556	3,557	3,564	3,632	+ 68	1.9%
23.3 Communication, utilities & misc charges	314	320	317	323	+ 6	1.9%
24.0 Printing & reproduction	145	111	121	124	+ 3	2.5%
25.1 Advisory & assistance services	857	995	733	746	+ 13	1.8%
25.2 Other services	7,421	7,491	7,769	7,917	+ 148	1.9%
25.3 Other purch of gds & services from gov acc	1,556	1,474	1,341	1,367	+ 26	1.9%
25.4 Operation & maintenance of facilities	5,394	4,819	6,660	6,786	+ 126	1.9%
25.6 Medical care	11	11	11	11	0	0.0%
25.7 Operation & maintenance of equipment	1,696	1,308	1,291	1,333	+ 42	3.3%
26.0 Supplies & materials	243	198	249	254	+ 5	2.0%
31.0 Equipment	1,033	1,385	677	690	+ 13	1.9%
Total, Non-Pay	\$22,234	\$21,677	\$22,740	\$23,190	+ \$ 450	2.0%
Total, Office of Support Operations	\$48,777	\$47,178	\$49,543	\$50,987	+ \$1,444	2.9%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	239	\$49,543
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		373
Annualization of January 2015 pay raise @ 1%		68
Within-grade increases		125
FERS agency rate adjustment from 11.9% to 13.7%		323
One Extra Day		105
Total, Mandatory Pay and Related Costs	0	994
Price Level Changes		450
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,444
Total Budget	239	\$50,987
Total Offsetting Collections	0	0
Total Appropriation	239	\$50,987



Office of Support Operations Basic

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 4,653	\$ 4,464	\$ 4,422	\$ 4,531	+ \$109	2.5%
11.5 Other personnel compensation	333	285	346	355	+ 9	2.6%
12.1 Civilian personnel benefits	1,302	1,283	1,297	1,409	+ 112	8.6%
Total, Pay	\$ 6,288	\$ 6,032	\$ 6,065	\$ 6,295	+ \$230	3.8%
21.0 Travel & transportation of persons	7	7	7	7	0	0.0%
23.3 Communication, utilities & misc charges	129	146	149	152	+ 3	2.0%
24.0 Printing & reproduction	46	20	21	22	+ 1	4.8%
25.1 Advisory & assistance services	598	741	439	447	+ 8	1.8%
25.2 Other services	3,107	3,320	3,690	3,760	+ 70	1.9%
25.3 Other purch of gds & services from gov acc	248	243	154	157	+ 3	1.9%
25.4 Operation & maintenance of facilities	500	177	33	33	0	0.0%
25.7 Operation & maintenance of equipment	1,577	1,202	1,104	1,125	+ 21	1.9%
26.0 Supplies & materials	147	116	139	142	+ 3	2.2%
31.0 Equipment	1,032	1,187	677	690	+ 13	1.9%
Total, Non-Pay	\$ 7,391	\$ 7,159	\$ 6,413	\$ 6,535	+ \$122	1.9%
Total, Office of Support Operations - Basic	\$13,679	\$13,191	\$12,478	\$12,830	+ \$352	2.8%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	43	\$12,478
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		85
Annualization of January 2015 pay raise @ 1%		16
Within-grade increases		29
FERS agency rate adjustment from 11.9% to 13.7%		75
One Extra Day		25
Total, Mandatory Pay and Related Costs	0	230
Price Level Changes		122
Program Increases	0	0
Net Increase/Decrease	0	\$ 352
Total Budget	43	\$12,830
Total Offsetting Collections	0	0
Total Appropriation	43	\$12,830

Office of Support Operations Basic

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$12.830** million for the Office of Support Operations Basic in fiscal 2016, an increase of \$0.352 million, or 2.8 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSO - Basic	47	\$13,679	42	\$13,191	43	\$12,478	43	\$12,830	0	\$352	2.8%

PROGRAM OVERVIEW

The Office of Support Operations (OSO) provides oversight and direction to diverse and interdependent infrastructure programs that enable the agency to achieve strategic objectives supporting the mission. OSO delivers an array of coordinated services, manages institutional programs, and oversees regulatory compliance in the areas of human capital, administration, facilities, asset management and protection, personnel security, emergency preparedness, safety, and health services. OSO is the Library's primary liaison for interagency coordination with the Architect of the Capitol (AOC), the U.S. Capitol Police, the Office of Personnel Management, the General Services Administration, and the Legislative Branch Chief Administrative Officers Council.

In collaboration with customers, OSO provides support to the entire agency through the following program offices:

Human Resources Services (HRS): Develops, implements, and evaluates workforce management policies, procedures, and systems supporting the Library's mission and priorities.

Integrated Support Services (ISS): Maintains and provides for facilities, occupational health, logistics, office systems, and safety services that enable the Library to conduct day-to-day operations.

Office of Security and Emergency Preparedness (OSEP): Safeguards the Library's collections, facilities, staff, visitors, and other assets; manages personnel security and employment suitability, and leads the coordination of emergency preparedness and Cooperative Continuity of Operations (COOP) programs.

Office of Opportunity, Inclusiveness and Compliance (OIC): Promotes an environment of fairness and inclusion in the workplace by providing Library-wide advice and guidance on the implementation of equal employment opportunity (EEO), affirmative employment, diversity management, and employee related disability accommodation.

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

Fiscal 2014 Priority Activities

In fiscal 2014, OSO enhanced support operations by identifying and accomplishing annual performance goals to enhance lifecycle planning, improve customer outreach, and achieve program efficiencies. OSO refined its business model for acquiring goods and services by proactively considering alternative acquisition strategies, elevating supervisory oversight and accountability, and training of Contracting Officers Representatives to build competency. OSO's fiscal 2014 investment in IT innovation resulted in the award of a competitive contract that will administer facility management and services more efficiently and effectively. OSEP conducted security assessments, and implemented new security controls to protect special format collections. OSEP ensured compliance with federal laws and regulations governing personnel security and employment suitability. OIC convened a working group to identify new strategies for leveraging staff and program diversity to achieve the Library's mission. OSO facilitated the collaboration among AOC and Library stakeholders for AOC construction of Module 5 at Ft. Meade.

Fiscal 2015 Priority Activities

During fiscal 2015, OSO will implement human capital management initiatives, lifecycle planning, project management, and innovation to deliver critical infrastructure services. The service unit will automate delivery of routine services through an OSO Customer Service Portal that integrates and promotes automated services. OSO will pilot the reengineered facility project planning model; identify opportunities for modernizing printing services; and, provide customer outreach and consultation. OSEP will conduct assessments and make improvements to its collections, physical, and personnel security programs. OSEP will promote awareness and training on the Library of Congress COOP.

OSO will collaborate with AOC and Library stakeholders on the Library's technical and operational requirements for Module 5 at Ft. Meade. OIC will issue a multi-year Plan for maintaining and leveraging diversity of the Library's workforce.

Fiscal 2016 Priority Activities

In fiscal 2016, OSO will continue to enhance and deliver support operations through a proven customer-focused, functional approach to planning, performance management and library-wide staff training. The service unit will refine delivery of automated services through its Facility Asset Management Enterprise (FAME) system and expand the OSO Customer Service Portal that integrates and promotes OSO automated services; implement the reengineered facility project-planning model incorporating lessons from the fiscal 2015 pilot. OSEP will implement enhancements and improvements to collections, physical and personnel security. OSEP will continue to focus on emergency preparedness readiness COOP awareness.

OSO will collaborate with AOC and Library stakeholders on the Library's occupancy planning for Ft. Meade Module 5. OSO will continue to enhance diversity and inclusiveness and implement human capital initiatives.



Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$5,234	\$5,149	\$5,569	\$5,706	+ \$137	2.5%
11.3 Other than full-time permanent	0	5	50	51	+ 1	2.0%
11.5 Other personnel compensation	0	92	4	4	0	0.0%
12.1 Civilian personnel benefits	1,863	1,851	1,984	2,124	+ 140	7.1%
Total, Pay	\$7,097	\$7,097	\$7,607	\$7,885	+ \$278	7.4%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.3 Communication, utilities & misc charges	14	8	5	5	0	0.0%
24.0 Printing & reproduction	30	26	33	34	+ 1	3.0%
25.1 Advisory & assistance services	220	214	231	235	+ 4	1.7%
25.2 Other services	383	380	240	244	+ 4	1.7%
25.3 Other purch of gds & services from gov acc	1,094	1,039	989	1,008	+ 19	1.9%
26.0 Supplies & materials	1	1	0	0	0	0.0%
Total, Non-Pay	\$1,743	\$1,669	\$1,499	\$1,527	+ \$ 28	1.9%
Total, Human Resources Services	\$8,840	\$8,766	\$9,106	\$9,412	+ \$306	3.4%

Human Resource Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	60	\$9,106
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		107
Annualization of January 2015 pay raise @ 1%		19
Within-grade increases		34
FERS agency rate adjustment from 11.9% to 13.7%	0	89
One Extra Day	0	29
Total, Mandatory Pay and Related Costs	0	278
Price Level Changes		28
Program Increases	0	0
Net Increase/Decrease	0	\$ 306
Total Budget	60	\$9,412
Total Offsetting Collections	0	0
Total Appropriation	60	\$9,412

Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$9.412** million for Human Resources Services in fiscal 2016, an increase of \$0.306 million, or 3.4%, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
HRS	58	\$8,840	55	\$8,766	60	\$9,106	60	\$9,412	0	\$306	3.4%

PROGRAM OVERVIEW

Human Resources Services (HRS) is responsible for the development, implementation, and evaluation of workforce management policies, procedures, and systems in support of the Library's mission and priorities. HRS leads efforts to plan for, recruit, manage, and retain a talented and diverse workforce. HRS also administers the Library's pay, leave, and benefits programs; provides benefits, retirement, and employee assistance consultation; offers centralized training, staff development, and coaching support; provides the full scope of employee relations advice and assistance; initiates and manages a variety of negotiations with the Library's three unions; investigates union and employee grievances and represents management at arbitration hearings; and provides the Library's leadership and staff with expert consultation and guidance on the full range of human capital strategies and methods to ensure a high performing organization.

Fiscal 2014 Priority Activities

HRS continued to direct and guide the Human Capital Planning Board (HCPB), an agency-wide committee comprised of senior managers from each service unit, designated by and reporting to the Library's Executive Committee. Through the HCPB, the Library is addressing critical issues such as succession management, workforce planning, leadership, managing for results, recruitment and retention, and diversity and inclusion. The HCPB launched an agency-wide succession planning approach to enhance the Library's workforce and ensure continuity, develop potential successors, and align resources on talent/knowledge process. This included the implementation of a one-year Phased Retirement pilot program, a new human resources tool and workforce

flexibility to be used for the transfer of knowledge and skills from eligible full-time employees to others. In addition, the HCPB, through its Americans with Disabilities Act Working Group, helped management increase disability awareness and improve and implement remedies to meet accessibility and workplace needs.

During fiscal 2014, HRS supported the Library's staffing requirements; strengthened workforce performance management; improved communications related to training and development; initiated planning for the ninth class of the Library's Leadership Development program; graduated two Career Development Program classes and expanded opportunities for program graduates; and continued to provide managers and supervisors with both classroom and online training resources to improve their leadership competencies. HRS continued to provide timely advice and guidance on performance and/or conduct and labor relations issues, including the provision of advice to senior Library management on a variety of complex employee relations matters and negotiating a memorandum of understanding with the Library's three labor organizations on the implementation of the phased retirement pilot.

Fiscal 2015 Priority Activities

In fiscal 2015, HRS will continue to align and perform its core functions to meet customer needs. HRS will provide support to the HCPB priorities of enhancing or further developing Library, recruitment and retention, and disability and accommodation awareness initiatives. HRS will also focus on communicating its updated workforce performance management policy and guidance and streamlining and facilitating access for online training resources for staff. Finally, HRS will continue to improve customer service by identifying ways to partner

with service units to provide solutions-based advice and guidance.

Fiscal 2016 Priority Activities

In fiscal 2016, HRS will continue to perform its core functions to meet customer needs. HRS will support the Library's mission requirements through hiring

and efforts to realign organizations using streamlined processes. HRS also will provide workforce performance management guidance and training to managers and supervisors and develop master recruitment plans. HRS will continue to promote the competencies of collaboration and innovation in all Library-wide staff development programs and will enhance workforce performance management training and development.



Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$10,038	\$ 9,331	\$9,870	\$10,113	+ \$243	2.5%
11.3 Other than full-time permanent	65	147	204	209	+ 5	2.5%
11.5 Other personnel compensation	25	27	25	26	+ 1	4.0%
12.1 Civilian personnel benefits	3,030	2,867	3,032	3,269	+ 237	7.8%
Total, Pay	\$13,158	\$12,372	\$13,131	\$13,617	+ \$486	3.7%
23.1 Rental payments to GSA	3,556	3,557	3,564	3,632	+ 68	1.9%
23.3 Communication, utilities & misc charges	171	166	163	166	+ 3	1.8%
24.0 Printing & reproduction	70	64	67	68	+ 1	1.5%
25.1 Advisory & assistance services	40	40	62	64	+ 2	3.2%
25.2 Other services	3,931	3,791	3,839	3,912	+ 73	1.9%
25.3 Other purch of gds & services from gov acc	214	192	198	202	+ 4	2.0%
25.4 Operation & maintenance of facilities	4,893	4,642	6,627	6,753	+ 126	1.9%
25.6 Medical care	11	11	11	11	0	0.0%
25.7 Operation & maintenance of equipment	119	106	187	208	+ 21	11.2%
26.0 Supplies & materials	94	82	110	112	+ 2	1.8%
31.0 Equipment	1	198	0	0	0	0.0%
Total, Non-Pay	\$13,100	\$12,849	\$14,828	\$15,128	+ \$300	2.0%
Total, Integrated Support Services	\$26,258	\$25,221	\$27,959	\$28,745	+ \$786	2.8%

**Integrated Support Service
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	136	\$27,959
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		180
Annualization of January 2015 pay raise @ 1%		33
Within-grade increases		62
FERS agency rate adjustment from 11.9% to 13.7%		159
One Extra Day		52
Total, Mandatory Pay and Related Costs	0	486
Price Level Changes		300
Program Increases	0	0
Net Increase/Decrease	0	\$ 786
Total Budget	136	\$28,745
Total Offsetting Collections	0	0
Total Appropriation	136	\$28,745

Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$28.745** million for Integrated Support Services in fiscal 2016, an increase of \$0.786 million, or 2.8 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
ISS	134	\$26,258	124	\$25,221	136	\$27,959	136	\$28,745	0	\$786	2.8%

PROGRAM OVERVIEW

Integrated Support Services (ISS) is responsible for management and oversight of day-to-day and long-term facility operations, space utilization planning, occupational health, logistics, centralized office systems, asset management, and safety services. In partnership with the Architect of the Capitol (AOC), ISS ensures that the buildings and grounds are maintained for Library staff, visitors, and the collections.

Fiscal 2014 Priority Activities

In fiscal 2014, ISS implemented the Library's Facility Project Plan, which included the modernization of the Manuscripts and Geography and Maps Reading Rooms. ISS completed an assessment of potential areas to increase on-site storage, and developed the Collection Storage Lifecycle Planning Model. ISS leveraged technology through the award of a competitive contract that will administer facility management and services more efficiently and effectively. ISS collaborated with the AOC on major improvements to the Library's government owned facilities, including technical and operational requirements for Collections Storage Module 5 at Ft. Meade and consolidation of General Services Administration (GSA) leased facilities.

ISS facilitated agency-wide health and safety training and awareness and administered the agency's administrative copier and records management programs.

Fiscal 2015 Priority Activities

During fiscal 2015, ISS will administer the Library's annual Facility Plan for service unit projects, including

modernization of the Law Library Reading Room. ISS will automate delivery of routine services through a Customer Service Portal that integrates and promotes the Office of Support Operations (OSO) automated services. ISS will pilot the reengineered facility project planning model; identify opportunities for modernizing printing services; and provide customer outreach and consultation. ISS will continue to collaborate on the construction of Module 5, life safety projects, egress improvements, power supply enhancement projects, and GSA leased facility options.

ISS will continue to facilitate agency-wide health and safety training and awareness and the agency's administrative copier and records management programs.

Fiscal 2016 Priority Activities

In fiscal 2016, ISS will continue to administer the Library's annual Facility Plan for service unit projects. ISS will refine delivery of automated services through its Facility Automated Management Enterprise (FAME) system and expand a Customer Service Portal that integrates and promotes OSO services; and implement the reengineered facility project-planning model incorporating lessons from the fiscal 2015 pilot. ISS will collaborate with the AOC to increase storage capacity in Library buildings through the replacement of obsolete shelving with more modern systems. ISS will collaborate with AOC and Library stakeholders on occupancy planning for Ft. Meade Module 5.

ISS will continue to facilitate agency-wide health and safety training and awareness, and the agency's administrative copier and records management programs.



Office of the Inspector General

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$1,516	\$1,415	\$1,392	\$1,426	+ \$34	2.4%
11.3 Other than full-time permanent	114	103	132	135	+ 3	2.3%
11.5 Other personnel compensation	74	76	78	80	+ 2	2.6%
12.1 Civilian personnel benefits	482	481	501	539	+ 38	7.6%
Total, Pay	\$2,186	\$2,075	\$2,103	\$2,180	+ \$77	3.7%
21.0 Travel & transportation of persons	5	4	11	11	0	0.0%
23.3 Communication, utilities & misc charges	7	8	7	7	0	0.0%
24.0 Printing & reproduction	8	7	8	8	0	0.0%
25.1 Advisory & assistance services	449	536	780	795	+ 15	1.9%
25.2 Other services	24	13	56	58	+ 2	3.6%
25.7 Operation & maintenance of equipment	6	5	16	19	+ 3	18.8%
26.0 Supplies & materials	10	9	11	11	0	0.0%
31.0 Equipment	5	6	5	5	0	0.0%
Total, Non-Pay	\$ 514	\$ 588	\$ 894	\$ 914	+ \$20	2.2%
Total, Office of the Inspector General	\$2,700	\$2,663	\$2,997	\$3,094	+ \$97	3.2%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	14	\$2,997
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		29
Annualization of January 2015 pay raise @ 1%		5
Within-grade increases		10
FERS agency rate adjustment from 11.9% to 13.7%		25
One Extra Day		8
Total, Mandatory Pay and Related Costs	0	77
Price Level Changes		20
Program Increases	0	0
Net Increase/Decrease	0	\$ 97
Total Budget	14	\$3,094
Total Offsetting Collections	0	0
Total Appropriation	14	\$3,094

Office of the Inspector General

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$3.094** million for the Office of the Inspector General in fiscal 2016, an increase of \$0.097 million, or 3.2 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OIG	14	\$2,700	13	\$2,663	14	\$2,997	14	\$3,094	0	\$97	3.2%

PROGRAM OVERVIEW

The *Library of Congress Inspector General Act of 2005* established the Library's Office of the Inspector General (OIG) as an independent objective office within the Library to conduct and supervise audits and investigations relating to the Library. The Act directs the OIG to provide leadership and to coordinate and recommend policies to promote economy, efficiency, and effectiveness at the Library.

The OIG divides its work organizationally into two units: the Audits and Investigations Divisions. Both divisions must stay on the leading edge of technology and continually update the specialized skills required to understand and monitor technology threats. To economically address various technology challenges, the OIG supplements in-house expertise by contracting with technology specialists. Two of the five management challenges identified by the OIG in recent years involve the Library's information technology (IT) infrastructure and the building of its digital collections, areas vital to the Library accomplishing its strategic goals and maintaining relevancy in the future.

The Inspector General plans, manages, and directs the operations of the OIG and coordinates its efforts and findings with Library management and the Congress. The OIG has a part time legal counsel and a full time administrative assistant to support the Inspector General and staff. The Audits Division conducts financial and performance audits of Library programs and operations and may conduct other types of reviews, such as inspections. The Audits Division also oversees the Library's annual financial statements audit, which includes the Library, its Financial Hosting Environment, and the Momentum Financial System (which supports

other legislative branch agencies), and the Open World Leadership Center's (OWLC) annual financial statements audit, a separate legislative branch agency. The Audits Division staff is comprised of seven auditors and management analysts with collective auditing credentials that include four certified public accountants, two certified information systems auditors, one certified internal auditor, and one certified forensic accountant.

The Investigations Division performs administrative, civil, and criminal investigations concerning fraud, conflict of interest, and other misconduct involving Library employees, contractors, and grantees. It also operates a confidential hotline, for both Library staff and the public to report fraud, waste, and abuse. The Investigations Division staff consists of an Assistant Inspector General for Investigations, one full time special agent, two part time special agents, and one full time management analyst.

Fiscal 2014 Priority Activities

During fiscal 2014 the Inspector General retired and the Librarian appointed a new Inspector General. The OIG's audit emphasis included key program areas such as IT continuity of operations, IT systems security certification and accreditation, warehousing and logistics, and contracts management. The OIG introduced its Contracting Officer Representative (COR) Alert program by publishing and disseminating its alert for *Poor Practices, Fraud Indicators, and Related Mitigating Contracting Processes-Contract Administration*, to assist CORs in identifying and preventing contract fraud. The OIG also issued an *IT Contract Management Oversight Memorandum* alerting IT management to the OIG's concerns about oversight of specific IT labor hour

contracts and related contractor billings. Also, the Audits Division continued one of its core functions in conducting oversight of both of the annual audits of the Library's and OWLC's financial statements. The Investigations Division continued to direct its attention toward investigating major instances of false claims by Library contractors, assisting partner law enforcement agencies, and responding to hotline complaints.

In recognizing deficiencies in the Library's IT governance structure and the difficulties associated with its eDeposit born-digital initiative, the OIG awarded to two firms an indefinite delivery indefinite quantity (IDIQ) contract for IT consulting services

Fiscal 2015 Priority Activities

During fiscal 2015 the Audits Division will concentrate on evaluating Library activities occurring in the areas the Inspector General reported to Congress as the Library's "Top Management Challenges." Those areas include IT strategic management and infrastructure, building digital collections, financial management, performance management, and contracting. The Inspector General has emphasized that the OIG's efforts in these areas provide the greatest benefit to Library management and present the greatest return on Congress' investment in the OIG's budgetary resources.

The Audits Division plans to develop and implement an audit program using activity-based costing analysis. The elements of this audit approach involve connecting performance goals to budgetary resources and analyzing

costs associated with services and products delivered by these units. The audit analysis is designed to address both the effectiveness and efficiency of the unit's results. The Audits Division also will continue its oversight of the contracted Certified Public Accountant's annual audit of the Library's and OWLC's financial statements. The Investigations Division will continue to investigate major fraud against the Library, to pursue hotline complaints and employee misconduct, and to identify and prevent misuse of Library resources. To accomplish this work, the Investigations Division will employ computer aided tools and address accountability issues relating to theft and fraud against the Library.

Fiscal 2016 Priority Activities

During fiscal 2016 the Audits Division's audit plan includes addressing the Library's Top Management Challenges for IT infrastructure, the building of its digital collections, financial management, performance management, and contracting. The audit plan will refine and employ the activities-based costing analysis developed in fiscal 2015 to pursue and evaluate efficiencies in Library programs and operations. The Audits Division will lead its Legislative Branch partners in developing and soliciting a new 5-year Legislative Branch Financial Statement Audit Contract. The Investigations Division will continue its work in combating internet and computer crime. Investigations will continue to fight major fraud against the Library, pursue hotline complaints and employee misconduct, and identify and prevent misuse of Library resources.



COPYRIGHT OFFICE, SALARIES AND EXPENSES

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

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
COP Basic	439	\$45,005	361	\$43,950	439	\$47,541	411	\$51,903	- 28	\$4,362	9.2%
COP Licensing Division	30	5,099	19	4,842	30	5,230	22	5,388	- 8	158	3.0%
COP Royalty Judges	6	1,520	6	1,162	6	1,532	6	1,584	0	52	3.4%
Total, COP, S&E	475	\$51,624	386	\$49,954	475	\$54,303	439	\$58,875	- 36	\$4,572	8.4%
COP Basic Off. Coll.	-	\$27,971		\$ 0	-	\$27,971	-	\$30,000	-	\$2,029	7.3%
COP Licensing Off. Coll.	-	5,099		0	-	5,230	-	5,388	-	158	3.0%
COP Royalty Judges Off. Coll.	-	374		0	-	381	-	389	-	8	2.1%
Total Appropriation, COP, S&E	475	\$18,180	386	\$49,954	475	\$20,721	439	\$23,098	- 36	\$2,377	11.5%

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$30,462	\$30,120	\$32,147	\$34,791	+\$2,644	8.2%
11.3 Other than full-time permanent	660	529	295	302	+ 7	2.4%
11.5 Other personnel compensation	15	9	341	349	+ 8	2.3%
11.5A Staff Awards ¹	317	259	342	351	+ 9	2.6%
11.8 Special personal services payment	40	39	55	56	+ 1	1.8%
12.1 Civilian personnel benefits	9,057	9,053	9,730	11,355	+ 1,625	16.7%
13.0 Benefits for former personnel	25	25	25	25	0	0.0%
Total, Pay	\$40,576	\$40,034	\$42,935	\$47,229	+\$4,294	10.0%
21.0 Travel & transportation of persons	168	120	159	162	+ 3	1.9%
22.0 Transportation of things	10	4	7	7	0	0.0%
23.2 Rental payments to others	300	316	310	316	+ 6	1.9%
23.3 Communication, utilities & misc charges	600	528	541	551	+ 10	1.8%
24.0 Printing & reproduction	446	318	377	384	+ 7	1.9%
25.1 Advisory & assistance services	0	12	0	0	0	0.0%
25.2 Other services	7,271	7,077	7,683	7,830	+ 147	1.9%
25.3 Other purch of gds & services from gov acc	836	686	825	841	+ 16	1.9%
25.7 Operation & maintenance of equipment	625	558	652	726	+ 74	11.3%
26.0 Supplies & materials	240	157	225	229	+ 4	1.8%
31.0 Equipment	552	144	589	600	+ 11	1.9%
Total, Non-Pay	\$11,048	\$ 9,920	\$11,368	\$11,646	+\$ 278	2.4%
Total, Copyright Office, S&E	\$51,624	\$49,954	\$54,303	\$58,875	+\$4,572	8.4%

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

Copyright Office, Salaries and Expenses**Analysis of Change**(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	475	\$54,303
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 61	0
Total, Non-recurring Costs	- 61	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		594
Annualization of January 2015 pay raise @ 1%		110
Within-grade increases		191
FERS agency rate adjustment from 11.9% to 13.7%		523
One Extra Day		171
Total, Mandatory Pay and Related Costs	0	1,589
Price Level Changes		278
Program Increases:		
Copyright Office Registration Staffing	20	2,029
Copyright Recordation Business Process Reengineering	5	676
Program Increases	25	2,705
Net Increase/Decrease	- 36	\$ 4,572
Total Budget	439	\$58,875
Total Offsetting Collections	0	- 35,777
Total Appropriation	439	\$23,098

Fiscal 2016 Program Changes: \$2.705 million

Copyright Office Registration Staffing:

\$2.029 million/20 FTEs

The U.S. Copyright Office (Copyright Office) introduced a revised fee schedule for services in May 2014, resulting in higher than expected fee revenues and a revised fee forecast. An additional \$2.029 million in offsetting collections authority will enable the Copyright Office to use this fee revenue to increase staffing by 20 FTEs, primarily Registration Specialists in the GS-9-11 range, to improve public services for the fee-paying filers. A small share of the additional authority could be used to fill positions that support the Registration Program, including attorneys to help with legal and policy issues related to the legal examination of copyright claims and other statutory responsibilities managed by the Copyright Office.

The Copyright Office has been experiencing an upward trend in the number of claims on hand each week since early fiscal 2012. Consequently, the average processing time for claims is lengthening. The average processing time for claims filed on paper applications was 4.8 months in December 2012; the current average processing time for paper applications is 13.5 months. The average processing time for claims filed online via eCO also has increased, rising from 3.1 months to 4.4 months over the same period. These increases are a direct

function of the loss of Registration Program staff. Over the last four years, Registration Program staff has declined by approximately 50 FTEs.

The training program for Registration Specialists is extensive and requires that existing Specialists forego processing claims while they train and mentor new staff. The impact of the new staff may not be felt immediately. However, over time the following benefits will accrue:

- The Registration Program's productive capacity will increase and volume of claims in process will be reduced;
- Processing time will decrease, so that filers will receive their certificates faster;
- The currency of the Compendium of Copyright Office Practices, the administrative manual of the Office that provides instruction to agency staff regarding their statutory duties will be ensured; and
- Regulations related to fee services will be updated more effectively to improve the customer experience and help safeguard the legal rights of copyright claimants.

Copyright Recordation Business Process Reengineering: \$0.676 million/5 FTEs

In fiscal 2015, the U.S. Copyright Office (Copyright Office) received funding of \$1.5 million to initiate a multi-year Recordation Reengineering project. In fiscal 2016 the Office will continue to utilize this base funding for contractor support; however, the Office is requesting an additional \$675,825 to support five FTEs, who will provide a range of research and information management skill sets not traditionally available in the Copyright Office and necessary for both the reengineering effort and for the recordation program to continue functioning after reengineering.

One of the Copyright Office's major statutory responsibilities is to review, index, and publicly record documents relating to copyright, including assignments of title, licenses, terminations of grants, and other records relating to the ownership or expiration of copyright interests. Currently, document recordation is largely the same paper driven, labor intensive process that has been in place since 1978 when the Copyright Act of 1976 was

implemented. It has become critical to reengineer the document recordation function to provide for a secure, convenient (for external users) and efficient system for receiving and processing copyright-related documents. On the front end, customers must submit documents on paper, even though such documents are increasingly created and shared electronically. When paper documents are received, Copyright Office staff manually convert them into digital formats.

On the back end, the public record that is a product of document recordation, which businesses and U.S. courts rely on for proof of ownership, contains limited information and is housed in a database that does not offer smart search technology or business-to-business connectivity. The next generation Copyright Office must support global business transactions in the copyright marketplace 24/7, thus seamless interoperability with private databases that host licensing information is a major objective of recordation reengineering.

In addition to the contractor support provided in fiscal 2015, five FTEs are requested to form the core of the Recordation Business Process Reengineering project team. These FTEs represent new positions with skills that will be required to support reengineering and administer the reengineered recordation function, including:

1. Technical Lead, Digital Research (one – GS-14)

The Technical Lead will develop, train, and lead digital legal research of the Copyright Office's records.

2. Program Manager, Digital Repositories (one – GS-14)

The Program Manager will ensure that the appropriate business, physical, and logistical controls are implemented to safeguard internal records and links to external databases that will supplement records.

3. Recordation Specialist/Paralegal (two – GS-12)

These specialists will support recordation filers and integrate recordation records.

4. Analyst (one – GS-12)

The Analyst will establish working relationships with external stakeholders and work to establish additional synergies with those stakeholders.

A major objective of the reengineering project is to automate the document submission and reviewing process to include an online filing capability for customers. However, significant changes also are contemplated regarding service options and the content and format of the public record. While the reengineering project goes forward, it will be critical to have staff continuously dedicated to these efforts to keep the project on schedule.

The benefits of a reengineered document recordation service will be substantial. They include:

- Ease and convenience of online filing for patrons;
- More efficient processing of recorded documents by Copyright Office staff;
- More robust and stable IT environment with dramatically decreased risk of data loss; and
- Improved access to authoritative information related to copyright assignments, licenses, and chain of title to facilitate both commercial and non-commercial agreements on usage and licensing.





Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Basic Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$28,084	\$27,694	\$29,570	\$32,150	+ \$2,580	8.7%
11.3 Other than full-time permanent	492	486	278	285	+ 7	2.5%
11.5 Other personnel compensation	265	255	576	590	+ 14	2.4%
12.1 Civilian personnel benefits	8,324	8,322	8,942	10,502	+ 1,560	17.4%
13.0 Benefits for former personnel	25	25	25	25	0	0.0%
Total, Pay	\$37,190	\$36,782	\$39,391	\$43,552	+ \$4,161	10.6%
21.0 Travel & transportation of persons	155	112	138	140	+ 2	1.4%
22.0 Transportation of things	9	3	6	6	0	0.0%
23.2 Rental payments to others	300	316	310	316	+ 6	1.9%
23.3 Communication, utilities & misc charges	572	512	515	525	+ 10	1.9%
24.0 Printing & reproduction	355	240	285	290	+ 5	1.8%
25.1 Advisory & assistance services	0	12	0	0	0	0.0%
25.2 Other services	5,200	5,234	5,697	5,806	+ 109	1.9%
25.3 Other purch of goods & services from gov acc	55	40	52	53	+ 1	1.9%
25.7 Operation & maintenance of equipment	542	462	522	578	+ 56	10.7%
26.0 Supplies & materials	207	142	175	179	+ 4	2.3%
31.0 Equipment	420	95	450	458	+ 8	1.8%
Total, Non-Pay	\$ 7,815	\$ 7,168	\$ 8,150	\$ 8,351	+ \$ 201	2.5%
Total, Copyright Basic	\$45,005	\$43,950	\$47,541	\$51,903	+ \$4,362	9.2%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	439	\$47,541
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 53	0
Total, Non-recurring Costs	- 53	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		545
Annualization of January 2015 pay raise @ 1%		101
Within-grade increases		175
FERS agency rate adjustment from 11.9% to 13.7%		479
One Extra Day		157
Total, Mandatory Pay and Related Costs	0	1,457
Price Level Changes		200
Program Increases:		
Copyright Office Registration Staffing	20	2,029
Copyright Recordation Business Process Reengineering	5	676
Total, Program Increases	25	2,705
Net Increase/Decrease	- 28	\$ 4,362
Total Budget	411	\$51,903
Total Offsetting Collections	0	- 30,000
Total Appropriation	411	\$21,903

Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$51.903** million for Copyright Basic in fiscal 2016, an increase of \$4.362 million, or 9.2 percent, over fiscal 2015, offset by \$30.0 million in offsetting collection authority, for a net appropriation of \$21.903 million. This increase represents \$1.657 million for mandatory pay related and price level increases, and program changes of \$2.705 million – [\$2.029 million and 20 FTEs] for the U.S. Copyright Office Registration Staffing, and [\$0.676 million and 5 FTEs] for Copyright Recordation Business Process Reengineering. Also included is a downward adjustment of -61 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_BASIC	439	\$45,005	361	\$43,950	439	\$47,541	411	\$51,903	- 28	\$4,362	9.2%
Offsetting Coll.		- 27,971		0		- 27,971		- 30,000		- 2,029	7.3%
COP_BASIC Appr.	439	\$17,034	361	\$43,950	439	\$19,570	411	\$21,903	- 28	\$2,333	11.9%

PROGRAM OVERVIEW

The work of the U.S. Copyright Office (Copyright Office) is enumerated in the Copyright Act and other provisions of Title 17 of the United States Code (U.S.C.). This work includes administering public services related to the Nation's copyright registration system (17 U.S.C. §408), and providing policy expertise and advice to the U.S. Congress through studies, legislative proposals, and public meetings (17 U.S.C. §701).

The work of the Copyright Office is critical to promoting and disseminating American works of authorship and in sustaining large and small businesses in the information, entertainment, and technology sectors. In addition to administering copyright registration, the Copyright Office records licenses and assignments of copyrights, maintains public databases of copyright information, and administers the mandatory deposit provisions of the law. In fiscal 2014, the Copyright Office transferred deposits totaling 700,964 copies of creative works to the Library's collections, which the Library would otherwise have had to purchase, valued at approximately \$32 million (see Appendix H).

The Register of Copyrights and Director of the Copyright Office is, by statute, the principal advisor to the Congress on issues of domestic and international copyright policy. The Register and Copyright Office staff work to sustain an effective copyright law by balancing the rights of copyright owners with the legitimate use of copyright-protected works. The Copyright Office participates in

important trade negotiations of the United States relating to intellectual property (e.g., treaties and free trade agreements) at both the bilateral and multilateral levels, and works with the White House and other executive branch agencies, including the Department of Justice, on national copyright matters and enforcement policy.

The Copyright Basic appropriation covers the following specific activities:

- Examining creative works of authorship submitted for registration;
- Registering claims to copyright;
- Recording assignments and other documents pertaining to copyright status and ownership;
- Creating, preserving, and publishing the world's largest public database of copyright records;
- Ensuring and administering the legal deposit of certain published works into the collections of the Library of Congress, as required by law;
- Conducting expert legal and policy studies;
- Providing ongoing advice and support to the Judiciary Committees of the House and the Senate and other Members of Congress and providing expert analysis and support to the Department of Justice, the Office of the U.S. Trade Representatives, the Executive Office of the President, the Department of Commerce, and other executive branch agencies; and
- Providing copyright education and assistance

to the public, including through a public information office and hotline.

The Copyright Office returns an outsized contribution to the Nation. Copyright registration protects many valuable works of American authorship, including motion pictures, software, books, musical compositions, sound recordings, photography, and fine art, as well as databases, web sites, and other online works. The Congress has also tasked the Copyright Office with registering certain non-copyrightable designs, including mask works (which incorporate semi-conductor chips) and vessel hull designs. Through its policy work, the Copyright Office provides leadership and technical expertise to ensure that the copyright law stays relevant and updated, not only to protect authors in the 21st century, but to ensure updates for users of copyrighted works, making appropriate exceptions, for example, for libraries, persons who are blind, and certain noncommercial educational activities.

The majority of the Copyright Office's budget comes from fees it collects for copyright registration and related public services. The appropriated dollars provided to the Office in recent years have been more than offset by the \$30 million worth of deposits transferred by the Office to the Library of Congress collections for the benefit of the Nation. Appropriated dollars also ensure the availability of the public database of copyright information that is essential to copyright research and transactions in the marketplace. Because copyright registration is not required by law, the fees set by the Office must take into account the objectives of the copyright system overall. This includes the goal of facilitating or incentivizing as complete and useful a database of copyright information as possible, for use by the general public and by those engaged in marketplace transactions of assigning, licensing, and investing in copyrighted works. Copyright registration benefits the users of copyrighted works as much as it does the authors who may seek registration.

Fiscal 2014 Priority Activities

In fiscal 2014, the Copyright Office provided extensive technical advice and support for the ongoing copyright review process before the U.S. House of Representatives' Subcommittee on Courts, Intellectual Property and the Internet. The Subcommittee held 12 separate hearings on various aspects of the copyright law and one oversight hearing on Copyright Office operations during the fiscal year.

The Copyright Office continued work on the initiatives outlined in the Register's 2011-2013 priorities and special projects document. In November 2013, the Office published a proposed schedule of fees resulting from a study of the costs the Office incurs and the fees it charges for the various public services it provides. The *Compendium of U.S. Copyright Office Practices, Third*

Edition, another major deliverable of the priorities document, was published in August 2014.

In December 2013, the Copyright Office published a Resale Royalty Report, and in September 2014, the Office's first Arthur Kaminstein Scholar completed a public study of the future of the Recordation program.

Fiscal 2015 Priority Activities

With input gained through an intensive multi-year public discussion on a variety of administrative and policy issues, the Copyright Office will publish a five-year strategic plan in alignment with the Library-wide strategic planning process. The Copyright Office will employ the strategic plan to manage the development of new, and refinement of existing, IT systems as requested by stakeholders. The Copyright Office will continue analysis and planning activities relating to future IT systems with the goal of building new systems to better meet stakeholder needs.

The Copyright Office will continue its work on major negotiations for intellectual property protection in various regions of the world and continue major work on the implementation of worldwide protection for performers in audio-visual works.

The Copyright Office will continue its domestic law and policy work on Congress's multi-year review of the Copyright Act (Title 17 of the U.S. Code), and continue or initiate studies in specific areas, including orphan works. On the international front, the Office will continue its work on copyright issues, such as limitations and exceptions for libraries and archives and protection for broadcasting organizations that are being discussed at the World Intellectual Property Organization (WIPO), as well as participating in interagency policy work on trade matters involving copyright reform in other countries.

Fiscal 2016 Priority Activities

The Copyright Office will engage in targeted planning and analysis activities designed to improve existing IT systems and build new ones. Business requirements will take into account recommendations of both internal and external stakeholders.

The Copyright Office will continue its work on major negotiations for intellectual property protection throughout the world and continue major work on the implementation of worldwide protection for performers in audio-visual works. The Copyright Office will continue its domestic law and policy work on Congress's multi-year review of the Copyright Act (Title 17 of the U.S. Code), including ongoing studies on specific copyright legal issues. On the international front, the Office will continue to work on issues before the WIPO, as well as participate in interagency work involving copyright reform in other countries.



Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$1,694	\$1,637	\$1,755	\$1,797	+ \$ 42	2.4%
11.3 Other than full-time permanent	2	2	16	17	+ 1	6.3%
11.5 Other personnel compensation	10	13	20	21	+ 1	5.0%
11.8 Special personal services payment	40	39	55	56	+ 1	1.8%
12.1 Civilian personnel benefits	495	496	547	590	+ 43	7.9%
Total, Pay	\$2,241	\$2,187	\$2,393	\$2,481	+ \$ 88	3.7%
21.0 Travel & transportation of persons	7	8	17	17	0	0.0%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.3 Communication, utilities & misc charges	18	13	15	15	0	0.0%
24.0 Printing & reproduction	18	14	18	18	0	0.0%
25.2 Other services	1,884	1,829	1,796	1,830	+ 34	1.9%
25.3 Other purch of gds & services from gov acc	731	634	725	739	+ 14	1.9%
25.7 Operation & maintenance of equipment	82	96	126	144	+ 18	14.3%
26.0 Supplies & materials	16	13	32	33	+ 1	3.1%
31.0 Equipment	101	47	107	110	+ 3	2.8%
Total, Non-Pay	\$2,858	\$2,655	\$2,837	\$2,907	+ \$ 70	2.5%
Total, Copyright Licensing Division	\$5,099	\$4,842	\$5,230	\$5,388	+ \$158	3.0%

**Licensing Division
Analysis of Change**
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	30	\$5,230
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 8	0
Total, Non-recurring Costs	- 8	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		33
Annualization of January 2015 pay raise @ 1%		6
Within-grade increases		11
FERS agency rate adjustment from 11.9% to 13.7%		29
One Extra Day		9
Total, Mandatory Pay and Related Costs	0	88
Price Level Changes		70
Program Increases	0	0
Net Increase/Decrease	- 8	\$ 158
Total Budget	22	\$5,388
Total Offsetting Collections	0	- 5,388
Total Appropriation	22	\$ 0

Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$5.388** million in offsetting collection authority for the Copyright Licensing division in fiscal 2016, an increase of \$0.158 million, or 3 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases. Also included is a downward adjustment of -8 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_LIC	30	\$5,099	19	\$4,842	30	\$5,230	22	\$5,388	- 8	\$158	3.0%
Offsetting Coll.	-	5,099		0	-	5,230	-	5,388	-	158	3.0%
COP_LIC Appr.	30	\$ 0	19	\$4,842	30	\$ 0	22	\$ 0	- 8	\$ 0	0.0%

PROGRAM OVERVIEW

The U.S. Copyright Office, through the Copyright Licensing Division (Licensing), participates in the administration of certain compulsory and statutory license provisions of the Copyright Act (Title 17 U.S.C.), which pertain to setting royalty rates and terms as well as determining the distribution of royalties for certain copyright statutory licenses. These licenses include secondary transmissions of radio and television programs by cable television systems and secondary transmissions of network and non-network stations by satellite carriers. The licenses also encompass the importing, manufacturing, and distributing of digital audio recording devices or media. In addition, the program oversees the licensing of ephemeral recordings; the non-interactive digital transmission of performances of sound recordings; the production and distribution of phonorecords of non-dramatic musical works; the use of published non-dramatic musical, pictorial, graphic, sculptural, and non-dramatic literary works in connection with non-commercial broadcasting; and secondary transmissions by satellite carriers for local retransmissions.

Licensing's primary clients are copyright owners and users of copyrighted works that are subject to statutory copyright licenses. The division is responsible for collecting and investing royalty fees for later distribution to copyright owners, examining related documents, providing information to various constituencies as part of its public affairs program, and recording documents for several licenses whose royalties are handled by outside parties.

Fiscal 2014 Priority Activities

In fiscal 2014, Licensing continued with its reengineering effort. Licensing completed documenting as-is business processes and introduced process improvements where possible. Licensing continued to develop its eLi system and prepared to pilot a batch submission front end to selected stakeholders. Licensing is one of the first divisions at the Library to embark on cloud hosting for a major system. To facilitate this, Licensing devoted resources to infrastructure design, including paving the way in evaluation of security tools.

During fiscal 2014, Licensing collected nearly \$318 million in royalty fees from cable television systems, importers and manufacturers of digital audio recording equipment and media, and satellite carriers who retransmitted copyrighted television broadcasts across the United States. Licensing distributed approximately \$2.4 million in royalties according to voluntary agreements among claimants, or as a result of determinations of the Copyright Royalty Judges.

Fiscal 2015 Priority Activities

In fiscal 2015, Licensing will complete its batch pilot, analyze the results of the pilot, and evaluate potential system enhancements based on the pilot results. Licensing will begin to look at its data and to formulate its data migration strategy. Licensing will continue to look at both its infrastructure and its business processes to determine if further improvements are possible. Licensing also will continue to collect and distribute

royalty fees and examine Statements of Account.

Fiscal 2016 Priority Activities

In fiscal 2016, Licensing will continue to work toward

a fully automated system for receiving and examining Statements of Account. The division also will continue to collect and distribute royalty fees.



Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 685	\$ 789	\$ 823	\$ 843	+ \$20	2.4%
11.3 Other than full-time permanent	166	41	0	0	0	0.0%
11.5 Other personnel compensation	57	0	87	89	+ 2	2.3%
12.1 Civilian personnel benefits	238	234	241	263	+ 22	9.1%
Total, Pay	\$1,146	\$1,064	\$1,151	\$1,195	+ \$44	3.8%
21.0 Travel & transportation of persons	5	0	5	5	0	0.0%
22.0 Transportation of things	1	0	1	1	0	0.0%
23.3 Communication, utilities & misc charges	10	4	11	11	0	0.0%
24.0 Printing & reproduction	73	64	74	76	+ 2	2.7%
25.2 Other services	186	15	190	194	+ 4	2.1%
25.3 Other purch of goods & services from gov acc	50	12	48	49	+ 1	2.1%
25.7 Operation & maintenance of equipment	1	0	4	4	0	0.0%
26.0 Supplies & materials	17	1	17	17	0	0.0%
31.0 Equipment	31	2	31	32	+ 1	3.2%
Total, Non-Pay	\$ 374	\$ 98	\$ 381	\$ 389	+ \$ 8	2.1%
Total, Copyright Royalty Judges	\$1,520	\$1,162	\$1,532	\$1,584	+ \$52	3.4%

Copyright Royalty Judges
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	6	\$1,532
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		17
Annualization of January 2015 pay raise @ 1%		3
Within-grade increases		5
FERS agency rate adjustment from 11.9% to 13.7%		14
One Extra Day		5
Total, Mandatory Pay and Related Costs	0	44
Price Level Changes		8
Program Increases	0	0
Net Increase/Decrease	0	\$ 52
Total Budget	6	\$1,584
Total Offsetting Collections	0	- 389
Total Appropriation	6	\$1,195

Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$1.584** million for the Copyright Royalty Judges in fiscal 2016, an increase of \$0.052 million, or 3.4 percent, over fiscal 2015, offset by \$0.389 million in offsetting collection authority, for a net appropriation of \$1.195 million. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_CRJ	6	\$ 1,520	6	\$ 1,162	6	\$ 1,532	6	\$ 1,584	0	\$ 52	3.4%
Offsetting Coll.		- 374		0		- 381		- 389		- 8	2.1%
COP_CRJ	6	\$ 1,146	5	\$ 1,162	6	\$ 1,151	6	\$ 1,195	0	\$ 44	3.8%

PROGRAM OVERVIEW

The Copyright Royalty Judges (CRJs) participate in the administration of certain provisions of the Copyright Act (Title 17 U.S.C.). Chapter 8 of the Act establishes the Copyright Royalty Judges program and authorizes the CRJs to determine rates and terms for licenses mandated by the Act. The CRJs also adjudicate distribution of certain royalties that licensees deposit with the Copyright Office.

The CRJ Program furthers the Library’s strategic goal to “[s]ustain an effective national copyright system.” Adjudication of controversies regarding terms and rates of licensing fees and overseeing disputed royalty fee distribution are integral parts of the Copyright Office’s program relating to administration of statutory licenses for the use of copyrighted works.

The CRJs conduct evidentiary hearings and issue findings of fact and conclusions of law pertaining to the statutory licenses, including the provisions regarding distribution of certain royalties. The CRJs consult with the Register of Copyrights on novel questions of substantive copyright law and on determinations that impose operational responsibilities on the Copyright Office. Under the Copyright Act, the Register may publish an opinion regarding the CRJs’ resolution of material questions of substantive copyright law if the Register determines the CRJs have made an error of law. The Register’s opinion is binding prospectively on the CRJs.

Fiscal 2014 Priority Activities

The CRJs finalized rates for three statutory licenses

(business establishment services’ licenses for ephemeral recordings, licenses for mechanical reproductions and digital phonorecord deliveries of musical works, and licenses for webcasters for two license periods); initiated royalty rate proceedings for webcasters and new subscription services; completed proceedings for distribution of cable royalties for 2000-2003; commenced proceedings for distribution of cable royalties for 2004-2009 and for satellite royalties for 1999-2009; and authorized final distribution of royalties in four proceedings and partial distributions from a total of six different funds.

The CRJs became more efficient in case management by setting case calendars at the outset of new proceedings. One member of the staff was on detail to the Copyright Office for six months, and the CRJs filled a temporary position when that staff member decided to make the move permanent. In addition to the regular duties of the position, the new staff member provided much needed courtroom clerk services by handling and processing exhibits for and during a multi-day hearing, thus increasing the CRJs’ efficiency in conducting the hearing and in preparing their ruling. The CRJs began drafting revised regulations with an eye toward clarifying procedures that will facilitate settlement of and streamline litigation of disputes.

Fiscal 2015 Priority Activities

The CRJs will conduct proceedings to determine royalty rates for webcasters and new subscription internet services for the 2016-2020 rate period with a view toward completion by the statutory deadline in early fiscal 2016.

The CRJs will also initiate and manage distribution proceedings for television retransmission royalties deposited between 2010 and 2013 and will finalize distribution proceedings for royalties relating to cable retransmission of television programming and music during the years 2004-2009 and satellite retransmission of television programming and music during the years 1999-2009. The CRJs anticipate publishing notice of a rulemaking relating to improvement of litigation procedures to increase the efficiency of its proceedings.

By statute, the CRJ program operates with minimal staffing. The CRJs, under the leadership of a new panel of appointees, are gradually redefining the duties and workload of existing staff and are exploring and initiating technological innovations to augment human resources. In fiscal 2014, the CRJs received permission to join the Library's pilot program to explore operational efficiencies through the use of the online resource of Microsoft's SharePoint service. The CRJs continue to search for

a secure and functional electronic filing system for the thousands of pages of filings they receive annually from royalty claimants and rate determination litigants. The CRJs will conduct a merit selection process and fill the Attorney-Advisor position currently filled on a temporary basis.

Fiscal 2016 Priority Activities

In Fiscal 2016, the CRJs will initiate proceedings to establish royalty rates and terms for satellite radio and preexisting music subscription services transmitting sound recordings. The rates and terms will apply to licenses for the performance of the sound recordings and the creation of an ephemeral reproduction of the recording to facilitate those performances during the 2018-2022 timeframe. To assure that distribution of royalties proceeds apace, the CRJs will initiate any proceedings that are required to adjudicate royalty distributions.



CONGRESSIONAL RESEARCH SERVICE,

SALARIES AND EXPENSES

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

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 70,933	\$ 71,163	\$ 73,580	\$ 75,968	+ \$2,388	3.2%
11.3 Other than full-time permanent	1,200	1,128	1,140	1,167	+ 27	2.4%
11.5 Other personnel compensation	8	6	8	8	0	0.0%
11.5A Staff Awards	512	560	625	640	+ 15	2.4%
12.1 Civilian personnel benefits	19,503	20,043	21,281	23,243	+ 1,962	9.2%
13.0 Benefits for former personnel	15	5	10	10	0	0.0%
Total, Pay	\$ 92,171	\$ 92,905	\$ 96,644	\$101,036	+ \$4,392	4.5%
21.0 Travel & transportation of persons	180	117	117	126	+ 9	7.7%
23.3 Communication, utilities & misc charges	467	457	411	419	+ 8	1.9%
24.0 Printing & reproduction	28	29	40	40	0	0.0%
25.1 Advisory & associate services	625	354	331	587	+ 256	77.3%
25.2 Other services	2,269	2,185	2,049	2,094	+ 45	2.2%
25.3 Other purch of goods & services from gov acc	88	78	90	97	+ 7	7.8%
25.7 Operation & maintenance of equipment	1,580	1,386	1,681	1,869	+ 188	11.2%
26.0 Supplies & materials	3,396	3,469	3,730	3,801	+ 71	1.9%
31.0 Equipment	4,546	4,333	1,852	1,887	+ 35	1.9%
Total, Non-Pay	\$ 13,179	\$ 12,408	\$ 10,301	\$ 10,920	+ \$ 619	6.0%
Total, Congressional Research Service	\$105,350	\$105,313	\$106,945	\$111,956	+ \$5,011	4.7%

Congressional Research Service, Salaries and Expenses
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	651	\$106,945
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 35	0
Total, Non-recurring Costs	- 35	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		1,331
Annualization of January 2015 pay raise @ 1%		246
Within-grade increases		395
FERS agency rate adjustment from 11.9% to 13.7%		1,217
One Extra Day		383
Total, Mandatory Pay and Related Costs	0	3,572
Price Level Changes		352
Program Increases:		
CRS Increased Capacity for Research on Health System Change	6	1,087
Total, Program Increases	6	1,087
Net Increase/Decrease	- 29	\$ 5,011
Total Budget	622	\$111,956
Total Offsetting Collections	0	0
Total Appropriation	622	\$111,956

Fiscal 2016 Program Changes: \$1.087 million

Increased Capacity for Research - Health System Change: \$1.087 million/6 FTEs

In support of the strategic goal to provide authoritative research, analysis, and information to the Congress, CRS requests \$1.087 million to fund six additional FTE with health policy expertise, to expand its current policy portfolio and enable the analysis of an array of large-scale health data files. The fiscal 2016 effort to support the Congress includes increases of six FTEs; \$820,000 for salaries and benefits; \$17,000 for professional training and development; and \$250,000 for external contract support.

2015 will mark the first anniversary of the implementation of insurance coverage expansion provisions of the Affordable Care Act (ACA, P.L. 111-148). This law included multi-faceted policy goals related to health insurance coverage, health care delivery and quality, and health care costs. ACA implementation is occurring in an environment wherein some policymakers are seeking legislative alternatives to the new law – including modifying selected elements, repealing all or parts of it and passing new legislation, or addressing emerging issues under Medicare, Medicaid, and employer-based and private health insurance.

ACA has changed both how health insurance is being financed and how health services are being delivered. One of the major results of the legislation is that the regulatory framework has become more complex. For example, the oversight of the health insurance market resides with at least three different executive agencies: Health and Human Services, the Department of Labor, and the Internal Revenue Service.

In addition, the health care sector itself is becoming increasingly complex. Lines between public and private financing of care as well as the delivery of that care are increasingly difficult to disentangle. For example, private managed care providers play a substantial and increasing role in the Medicaid program, while the states and the federal government pay for Medicaid. The Veteran's Administration's hidden wait lines and the possible spillover of untreated Veterans into the private and Medicare system are other examples of this complexity. In addition to a complex regulatory environment and complex financing and delivery systems, data available for policy support has grown tremendously. For example, private health insurers have formed an institute that pools insurance claims data across private and public

carriers to allow for the large scale analysis of this data. Likewise, the executive branch has provided large files on health care providers participating in Medicare. Increased CRS capacity to analyze this transformation of the health care sector and related increase in health care sector information will facilitate policy discussions by the Congress.

To enhance research capacity on health care policy, funding and FTEs are requested for the following six health policy analyst/attorney positions:

1. Health Care Industry Analyst (GS-14)

Additional capacity is needed to evaluate trends in the key sectors of the health care industry (e.g., hospitals, physicians, and the pharmaceutical industry) and the impact of these service providers and suppliers as drivers of change; other trends in the health care marketplace; and the effects of changes in federal policy on the health care industry overall.

2. Health Care Tax Analyst (GS-14)

The ACA resulted in additional employer reporting requirements, potential tax disincentives (through the exercising of employer tax penalties), and a complex tax structure for employers that offer health-related benefits in the form of pre-tax savings accounts (Health Savings Accounts, Flexible Savings Accounts, etc.). The current relationship between federal tax policies and related rules of accounting and employer behavior is emerging as an important component of understanding the consequences of the ACA.

3. Analyst in Veterans Medical Care (GS-12)

Recent issues with the Veterans health care system have brought additional attention to a policy area that is of ongoing interest to the Congress. A growing diversity of issues, including the increasing size and changing demographics of the veteran population and related implications for health policy and financing and the integration of the Veterans Health System with the other components of the health care marketplace, require that CRS add support in this area.

4. Analyst in Health Delivery and Access (GS-12)

Changing insurance provider networks, a large increase in the number of Americans relying on Medicaid, and changes in the financing of uncompensated care raise important policy questions on how access to providers is changing in the U.S. health care system. Are there emerging trends in the ability of Americans to see primary care physicians or specialists, or to receive particular types of care? Are there patterns of disparity in this access? The health delivery and access analyst will assist in studying these emerging trends.

5. Legislative Attorney in Health Issues (GS-11)

This position will enhance CRS capacity to examine and analyze current and emerging legal issues associated with the implementation of health care laws, including: legislative and administrative responses to the Supreme Court's recent Hobby Lobby decision; implementation of legislative initiatives such as the "risk corridor" program; executive authority to delay implementation of the employer mandate; potential applicability of health care laws to new immigrant categories created as part of proposed immigration reforms; and pending litigation related to health care laws enacted in recent years.

6. Data Methodologist/Health Care Data (GS-14)

The volume of available electronic data covering many different aspects of the health care sector has increased exponentially. Data is being collected that provides key elements of medical records through longitudinal collections of insurance claims records. These expansive data files require new methodologies for analysis. The acquisition and analysis of this data undoubtedly would result in exploratory data

analyses, predictive analytics, and other emerging strategies. This analyst would focus on how to use these approaches in support of Congressional requests and explore the benefits and limitations of these analyses as they are provided to Congressional clients.

In addition to the positions listed above, funding of \$17,000 is requested to cover continual professional development for these individuals, to enable them to stay up to date on research methodologies and findings in their respective disciplines.

External Contract Support

CRS also requires quantitative research support for the analysis of large scale health data, and the current CRS computing environment is not equipped to support the analysis of such large data systems. In order to explore this data, CRS requests ongoing annual contract support of \$250,000, to provide technical and programming support for selected analytical health projects (e.g., the analysis of Medicare Part B provider files; the analysis of Medicare Hospital claims data; the analysis of private health insurer claims data; and the analysis of panel survey data like the Medical Expenditure Panel Survey data). There are a number of research groups in the Washington DC area that have the technical expertise to support this effort. This contract support will help CRS in two distinct ways: to enable the development of data-focused short descriptive reports that would explore changing patterns in the delivery, access, and financing of health services, and to develop more in-depth, legislatively germane analyses. These analyses might rely on large scale health data to analyze emerging issues in the financing and delivery of health care or to develop simulations of alternative policies on financing, coverage, or access issues. It is anticipated that these contract funds would help support three to four data-related projects per year. The specific nature of these analyses would be dependent on Congressional interest and emerging policy issues.

Congressional Research Service

CONGRESSIONAL RESEARCH SERVICE, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$111.956** million for the Congressional Research Service in fiscal 2016, an increase of \$5.011 million, or 4.7 percent, over fiscal 2015. This represents a request of \$3.924 million for fiscal 2016 mandatory pay related and price level increases, and a program change of \$1.087 million and 6 FTEs for Increased Capacity for Research on Health System Change. Also included is a downward adjustment of -35 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
CRS	651	\$105,350	595	\$105,313	651	\$106,945	622	\$111,956	- 29	\$5,011	4.7%

PROGRAM OVERVIEW

The Congressional Research Service (CRS) provides the Congress with timely, objective, authoritative, and confidential research and analysis to support its legislative, oversight, and representational functions. Members of the House and Senate, personal office staff, and committee staff are the beneficiaries of CRS' efforts. During the 113th Congress, CRS served more than 15,000 legislative branch clients.

CRS assists the Congress at every stage of the legislative process, from the early considerations that precede bill drafting to committee hearings and floor debates and the oversight of enacted laws. CRS prepares written reports, briefing documents, fact sheets, and shorter blog posts for Congress on relevant policy, procedural, and legal issues. Acting as a pooled staff resource, CRS experts also provide tailored, confidential memoranda, personalized briefings and consultations, expert testimony, seminars, and targeted materials in response to individual requests. CRS maintains a web site that provides Congress with access to its reports, information resources, and the online "place a request" function.

Congress relies on CRS to marshal interdisciplinary resources, apply critical thinking, and create innovative frameworks to help legislators evaluate and develop sound legislative options and make decisions that will guide and shape present and future national policy.

Fiscal 2014 Priority Activities

CRS continued to tailor its product line and services to the particular needs of its varied clientele. With a goal of increasing timeliness and accessibility of its analysis and information, CRS introduced "Policy Insights" a product

which provides brief analysis on issues developing in the Congress and across the world. This is a companion product to the "Legal Sidebar" and both have been increasingly popular with congressional clients looking for timely and brief legal and policy insights into current issues. CRS has increased its video offerings and will soon begin to provide training to congressional staff through online applications. Information graphics and interactive maps will soon be available on the CRS web site.

Research assistants have been hired to assist analysts and broaden available skill sets. Revised information professional position descriptions also will enable CRS to provide more timely and innovative information management services to CRS staff and congressional clients. These initiatives are part of CRS' restructuring of its workforce to most efficiently meet client demands.

CRS hired a new head of the Programs section and will soon have a new head of its Communications Office. Both offices will play a greater role in client outreach and in ensuring that products and services align with the legislative agenda and client demand. A data metrics team has been formed and will develop plans to leverage existing data on client use of the CRS web site and new products. Based on this information, CRS will explore web-based survey instruments and how best to collect and exploit client metrics with the view to best aligning resources to achieve objectives.

Fiscal 2015 Priority Activities

CRS will continue to tailor its products and services to meet the needs of its various congressional clients in the most efficient way possible. The CRS web site, the suite of research and information products, and the means of

obtaining client feedback will be refined and improved. In particular, CRS will develop a new taxonomy that will improve the display of products on its web site and the search engine. Furthermore, the proliferation of different devices from which congressional clients receive their information and communicate will require that CRS continue to enhance client access to its resources on multiple platforms and devices.

The work of research assistants and digital librarians will be monitored as part of an evaluation of efforts to restructure the CRS workforce. Hiring will continue to focus on analysts, research assistants, and information professionals with broad-based expertise and up-to-date technological knowledge. Analysts will be expected to broaden portfolios and develop collaborative relationships in order to maximize service to Congress within expected budget constraints. More attention will be focused on the visual display of information. Improved graphics, including infographics, will appear in CRS reports, confidential memoranda, and as standalone CRS products.

Outreach efforts will be increased to ensure that clients are aware of the products and services available to them. Members and their staffs have limited time to research and digest information and face a continually increasing number of sources. CRS will focus on responding to these challenges by refining its product and service

offerings and collecting metrics to ensure that its offerings are responsive to client needs.

Fiscal 2016 Priority Activities

An expected constrained budget environment will prompt further broadening of the portfolios of analysts and information professionals and assessment of workforce restructuring. Hiring will be focused on the most critical policy areas and on ensuring that analysts have available support and resources that will enable them to address congressional needs efficiently and in a form that aligns with the tools and media most used by clients to obtain the information they need.

Client outreach will be increased by refining program offerings and expanding CRS' communications operation. Client surveys and collection of usage metrics will inform improvements to the CRS web site and to the mix of products and services offered.

CRS will remain abreast of technological developments to maximize the Service's utility to Members and staff. It will continue to collaborate with House and Senate offices involved in serving the technology needs of Members and staff and with Library initiatives that will enhance resources available to congressional offices. For example, more staff training will be offered online, both as video products and interactive modules.



BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED, SALARIES AND EXPENSES

Books for the Blind and Physically Handicapped, Salaries and Expenses Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2014		Fiscal 2015 Operating Plan	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
	Execution Plan	Actual Obligations				
11.1 Full-time permanent	\$ 8,274	\$ 8,085	\$ 9,438	\$ 9,665	+ \$ 227	2.4%
11.3 Other than full-time permanent	350	436	470	481	+ 11	2.3%
11.5 Other personnel compensation	12	6	12	12	0	0.0%
11.5A Staff Awards	25	28	33	34	+ 1	3.0%
12.1 Civilian personnel benefits	2,238	2,286	2,915	3,146	+ 231	7.9%
13.0 Benefits for former personnel	7	7	10	10	0	0.0%
Total, Pay	\$10,906	\$10,848	\$12,878	\$13,348	+ \$ 470	3.6%
21.0 Travel & transportation of persons	268	179	271	276	+ 5	1.8%
22.0 Transportation of things	45	43	47	48	+ 1	2.1%
23.1 Rental payments to GSA	1,959	1,959	2,327	2,371	+ 44	1.9%
23.3 Communication, utilities & misc charges	341	346	352	359	+ 7	2.0%
24.0 Printing & reproduction	1,003	949	1,065	1,085	+ 20	1.9%
25.1 Advisory & associate services	1,286	826	1,188	1,211	+ 23	1.9%
25.2 Other services	5,496	5,385	7,080	7,214	+ 134	1.9%
25.3 Other purch of goods & services from gov acc	68	90	85	87	+ 2	2.4%
25.4 Operation & maintenance of facilities	20	137	163	166	+ 3	1.8%
25.5 Research and Development Contracts	615	94	310	316	+ 6	1.9%
25.7 Operation & maintenance of equipment	36	21	35	35	0	0.0%
25.8 Subsistence and Support of Persons	78	82	128	130	+ 2	1.6%
26.0 Supplies & materials	252	197	234	239	+ 5	2.1%
31.0 Equipment	27,377	27,852	24,085	24,543	+ 458	1.9%
Total, Non-Pay	\$38,844	\$38,160	\$37,370	\$38,080	+ \$ 710	1.9%
Total, BBPH, S&E	\$49,750	\$49,008	\$50,248	\$51,428	+ \$1,180	2.3%

Books for the Blind and Physically Handicapped, Salaries and Expenses
Analysis of Change
(Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Fiscal 2015 Operating Plan	128	\$50,248
Non-recurring Costs:		
Reduction of unfunded authorized FTEs	- 5	0
Total, Non-recurring Costs	- 5	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2016 @ 1.8%		175
Annualization of January 2015 pay raise @ 1%		32
Within-grade increases		52
FERS agency rate adjustment from 11.9% to 13.7%		161
One Extra Day		50
Total, Mandatory Pay and Related Costs	0	470
Price Level Changes		710
Program Increases	0	0
Net Increase/Decrease	- 5	\$ 1,180
Total Budget	123	\$51,428
Total Offsetting Collections	0	0
Total Appropriation	123	\$51,428

Books for the Blind and Physically Handicapped

BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED, SALARIES AND EXPENSES

FISCAL 2016 BUDGET REQUEST

The Library is requesting a total of **\$51.428** million for the National Library Service for the Blind and Physically Handicapped in fiscal 2016, an increase of \$1.180 million, or 2.3 percent, over fiscal 2015. This increase supports mandatory pay related and price level increases. Also included is a downward adjustment of -5 FTEs, for authorized, but unfunded FTEs, as directed by House Report 113-417.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2014				Fiscal 2015 Operating Plan		Fiscal 2016 Request		Fiscal 2015/2016 Net Change		Percent Change
	Execution Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
BBPH	128	\$49,750	105	\$49,008	128	\$50,248	123	\$51,428	- 5	\$1,180	2.3%

PROGRAM OVERVIEW

The Library of Congress, as directed by 2 U.S.C 135a-135b as amended, administers a free national reading program for residents of the United States and for U.S. citizens living abroad who cannot use standard print materials because of blindness and visual, physical, or other disabilities. This is the only public, library service that is available to these patrons. The National Library Service for the Blind and Physically Handicapped (NLS) directs the production of books and magazines in braille and recorded formats as well as specially designed audio playback equipment. It also manages the distribution of these materials through a network of 55 regional libraries, 39 sub-regional libraries, and 14 advisory and outreach centers throughout the United States. The network serves an estimated 500,000 individual readers through more than 800,000 reader accounts and circulates more than 23 million books and magazines annually. The NLS staff is comprised of librarians, engineers, technical specialists, and support staff, and includes temporary and intermittent employees in addition to full-time employees.

Fiscal 2014 Priority Activities

NLS used the information gathered in its fiscal 2012 demographic survey to identify individuals, groups, and institutions for further outreach efforts. A public education strategic plan was developed to address the targets with implementation planned for fiscal 2015. NLS contracted for the production of 3,224 new audio titles and 480 braille titles. The conversion of the legacy catalog of analog titles continued with 6,001 titles contracted for conversion. NLS refined the program for cartridge recycling and reuse to improve turnover time

and recovery rates. Development of the design update of the digital talking book player commenced with preliminary work on internal systems. Work continued on making program offerings accessible through a variety of formats, including BARD (Braille and Audio Reading Download) downloads over the Internet and newly developed accessibility on iOS and Android-based tablets and smart phones. NLS completed development of updated data systems which collect information from the network of cooperating libraries and identified additional legacy software systems for upgrades and conversion to modern platforms and technologies. NLS also completed the research of five options for duplication on demand systems to supplement hard-copy distribution of audio and braille materials and incorporated more commercially recorded audio titles and those produced by network library recording studios into the BARD system. NLS began developing specifications for a more usable, refreshable, braille reading format and developed revised specifications for braille certification, formats, and production. NLS completed development of a software tool for the production of digital talking books. The new tool will serve as a replacement for the low-complexity mastering system that is no longer supported.

Fiscal 2015 Priority Activities

Using the information gathered from the fiscal 2012 demographic survey, NLS will implement the strategic public education plan developed in fiscal 2014. The plan will provide leadership to the network of cooperating libraries in reaching target audiences through the use of branding techniques and partnerships with organizations engaging similar constituencies. The targets for braille and audio production are to contract for 2,400 new

audio titles and 500 braille titles. The conversion of legacy titles will continue as resources permit. NLS will test, and, if feasible, implement network-library-based duplication on demand strategies for audio and braille materials to supplement traditional circulation. NLS will begin creating specifications and prototyping the next generation of NLS playback systems. NLS also will explore the addition of text-to-speech sections to some publications. An application similar to BARD Mobile for iPhone and related devices is expected to be available for use on devices using the Android operating system. NLS will continue the cartridge and container recovery and recycling program, increasing volume and capacity. The use of commercial audio sources for additional titles will be pursued and expanded. NLS will complete 75 percent of the migration from the Comprehensive Mailing List System and the Blind and Physically Handicapped Inventory Control System to the Patron Information and Machine Management System and will begin exploring upgrades to the Production Information Control System. NLS will investigate the possibility of hosting the BARD application in the cloud. NLS also will evaluate the prospects for a new eBraille format and the production of a refreshable braille device.

Fiscal 2016 Priority Activities

NLS will continue production of audio books and braille books and magazines. NLS will continue conversion of legacy titles to digital format. NLS will complete requirements and specifications for a new generation of talking book machines which will support wireless delivery of materials. NLS will convert the code used in braille production from English Braille American Edition to Unified English Braille for all books and magazines. NLS will continue research on electronic braille formats and eReaders. NLS will complete 100 percent integration of the Patron Information and Machine Management System with network circulation systems. NLS will complete development and implementation of a new, modularized, and efficient Production Information Control System to manage book and magazine production. Based on the results of testing in 2015, NLS will potentially contract for centralized duplication-on-demand center to begin transitioning NLS circulation to a new duplication-on-demand center. NLS will develop version 2.0 of the Android-based BARD mobile app and will continue enhancing the iOS BARD mobile app as needed. NLS will pilot the use of text-to-speech for selected publications.



REIMBURSABLE FUNDS

Reimbursable Funds Summary by Object Class (Dollars in Thousands)

Object Class	Fiscal 2014 Actual Obligations	Fiscal 2015 Base	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
11.1 Full-Time Permanent	\$ 244	\$ 79	\$ 176	+ \$ 97	122.8%
11.3 Other than Full-Time Permanent	83	50	116	+ 66	132.0%
11.5 Other Personnel Compensation	1	47	30	- 17	- 36.2%
12.1 Civilian Personnel Benefits	59	8	20	+ 12	150.0%
Total Pay	\$ 387	\$ 184	\$ 342	+ \$158	85.9%
21.0 Travel and Transportation of Persons	10	9	0	- 9	-100.0%
22.0 Transportation of Things	0	2	0	- 2	-100.0%
23.3 Communication, Utilities, & Misc Charges	2	0	2	+ 2	0.0%
24.0 Printing and Reproduction	1	1	1	0	0.0%
25.1 Advisory and Assistance Services	585	543	634	+ 91	16.8%
25.2 Other Services	383	297	426	+ 129	43.4%
25.3 Other Purch of gds & services from gov acc	518	426	403	- 23	- 5.4%
25.4 Operation and Maintenance of Facilities	0	15	0	- 15	-100.0%
25.7 Operation and Maintenance of Equipment	20	50	21	- 29	- 58.0%
25.8 Subsistence & Support of Persons	0	4	0	- 4	-100.0%
26.0 Supplies and Materials	15	15	9	- 6	- 40.0%
31.0 Equipment	174	719	677	- 42	- 5.8%
41.0 Grants, Subsidies, & Contributions	0	235	85	- 150	- 63.8%
Total Non-Pay	\$1,708	\$2,316	\$2,258	- \$ 58	- 2.5%
Total, Obligational Authority	\$2,095	\$2,500	\$2,600	+ \$100	4.0%

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

	Fiscal 2016 Agency Request	
	FTE	Amount
Obligational Authority, Fiscal 2015 Base	4	\$2,500
Program/Project/Activity Increases/Decreases	1	100
Net Increases/Decreases	1	100
Total Obligational Authority, Fiscal 2016	5	\$2,600

Overview

Under the authority of the Economy Act (31 U.S.C. 1535-1536) or specific agency authority, the Library of Congress provides reimbursable services to other federal government agencies when it is determined by both parties that the Library can provide the service in a more economical and cost-effective manner. In each instance, the Library and the customer enter into an interagency

agreement which sets forth the scope and cost of the service. Funds are transferred from the customer agency and credited to the Library's accounts to pay for all of the direct and indirect costs. Any funds transferred to the Library in excess of the actual costs are returned to the customer-agency at the end of the performance period.

Obligational Authority

In fiscal 2016, the Library is requesting obligational authority of **\$2.6 million** for its reimbursable program. The requested authority is for the Library's interagency agreements.

The Library's interagency reimbursable customers include:

- The **Congressional Budget Office** and the **Office of Compliance** – The Library provides financial management support, data warehousing, and centralized computer processing services from the Library's support organizations.
- The **Open World Leadership Center Trust Fund** – The Library provides financial management support, data warehousing, legal assistance, event planning, administrative support, and centralized computer processing services from the Library's support organizations.
- The **Department of Justice** – The Library provides for legal research, opinions, and advisory support from the Law Library of Congress.
- The **U.S. Capitol Police** and the **Architect of the Capitol** – The Library provides financial and asset management support, data warehousing, and centralized computer processing services from the Library's support organizations.
- The **National Endowment for the Humanities, Institute of Museum and Library Services, and National Endowment for the Arts** – The Library provides support and promotes the participation of these and other government agencies in the annual National Book Festival event spearheaded by the Library of Congress.



REVOLVING FUNDS

Revolving Funds Summary by Object Class (Dollars in Thousands)

Object Class	Fiscal 2014 Actual Obligations	Fiscal 2015 Base	Fiscal 2016 Request	Fiscal 2015/2016 Net Change	Percent Change
11.1 Full-Time Permanent	\$ 6,927	\$ 10,407	\$ 9,929	- \$ 478	- 4.6%
11.3 Other than Full-Time Permanent	279	436	357	- 79	- 18.1%
11.5 Other Personnel Compensation	309	546	576	+ 30	5.5%
12.1 Civilian Personnel Benefits	2,038	3,240	3,156	- 84	- 2.6%
Total Pay	\$ 9,553	\$ 14,629	\$ 14,018	- \$ 611	- 4.2%
21.0 Travel and Transportation of Persons	58	437	405	- 32	- 7.3%
22.0 Transportation of Things	473	535	587	+ 52	9.7%
23.3 Communication, Utilities, & Misc Charges	266	554	552	- 2	- 0.4%
24.0 Printing and Reproduction	217	773	782	+ 9	1.2%
25.1 Advisory and Assistance Services	2,292	2,203	3,375	+ 1,172	53.2%
25.2 Other Services	48,977	102,790	90,951	- 11,839	- 11.5%
25.3 Other Purch of gds & services from gov acc	1,300	3,101	1,614	- 1,487	- 48.0%
25.4 Operation and Maintenance of Facilities	3	0	4	+ 4	4.0%
25.5 Research and Development of Contracts	0	5	5	0	0.0%
25.7 Operation and Maintenance of Equipment	5	209	297	+ 88	42.1%
25.8 Subsistence and Support of Persons	0	2	2	0	0.0%
26.0 Supplies and Materials	949	1,572	1,427	- 145	- 9.2%
31.0 Equipment	31,637	73,673	69,290	- 4,383	- 5.9%
41.0 Grants, Subsidies, and Contributions	0	1	0	- 1	-100.0%
44.0 Refunds	553	73	106	+ 33	45.2%
94.0 Financial Transfers	0	0	0	0	0.0%
Total Non-Pay	\$86,730	\$185,928	\$169,397	- \$16,531	- 8.9%
Total, Obligational Authority	\$96,283	\$200,557	\$183,415	- \$17,142	- 8.5%

Revolving Funds Analysis of Change (Dollars in Thousands)

	Fiscal 2016 Agency Request	
	FTE	Amount
Obligational Authority, Fiscal 2015 Base	107	\$200,557
Mandatory Pay and Related Costs	0	- 611
Program/Project/Activity Increases/Decreases	1	- 16,531
Net Increase/Decrease	1	- \$ 17,142
Total Obligational Authority, Fiscal 2016	108	\$183,415

Overview

The Library of Congress administers several revolving fund activities under the authority of 2 U.S.C. §§ 182a – 182c, 20 U.S.C. § 2106(a)(2) and 2 U.S.C. § 160. These activities support the acquisition of library materials, preservation and duplication of the Library’s audio-visual collections, special events and programs, classification editorial work, research and analysis, and retail sales. All

of these activities further the work of the Library and its services to its customers and the general public.

In fiscal 2016, total obligational authority of **\$183.415 million** is requested for the Library’s revolving fund programs, a net reduction of \$17.142 million over fiscal 2015. This reflects a net decrease of \$611,000 in pay and a net decrease of \$16.525 million in non-pay.

Obligational Authority

Obligational authority is requested as follows:

2 U.S.C. 182

- The Cooperative Acquisitions Program secures hard-to-acquire research materials on behalf of participating U.S. research libraries. These materials are obtained by the Library’s six overseas offices, which purchase additional copies of items selected for the Library’s own collections based on the individual subject and language profiles supplied by the participating institutions. Each program participant pays for the cost of the publications, shipping, binding, and a surcharge that recovers the Library’s administrative costs of providing this service. Materials are acquired from 72 countries on behalf of more than 100 research institutions. Approximately 370 thousand pieces were acquired through this program in fiscal 2013. In fiscal 2015, the Library is requesting obligational authority of **\$6.281 million** for the Cooperative Acquisitions Program.

2 U.S.C. 182a

- The Duplication Services Revolving Fund provides preservation, duplication, and delivery services for the Library’s audio-visual collections, including motion pictures, videotapes, sound recordings, and radio and television broadcasts. The fund is associated with the expanded service capabilities of the Packard Campus of the Library’s National Audio-Visual Conservation Center in Culpeper, VA, and provides a range of audio-visual preservation and access services to other archives, libraries, and industry constituents in the public and private and sectors. In fiscal 2015, the Library is requesting obligational authority of **\$321,000** for the activities of the Duplication Services Revolving Fund.

2 U.S.C. 182b

- The Decimal Classification Development Program finances editorial work performed by the Dewey Section within the Acquisitions and

Bibliographic Access Directorate, which produces and maintains editions of the Dewey Decimal Classification (DDC) in printed and electronic formats, and other related Dewey products. In fiscal 2015, the Library is requesting obligational authority of **\$5,000** for Decimal Classification editorial activities.

- Gift Shop Operations supports retail sales activities of the Library. In fiscal 2015, the Library is requesting obligational authority of **\$2.967 million** for retail sales.
- Document Reproduction and Microfilm Services provides preservation microfilming services for the Library's collections. It also provides photocopy, microfilm, photographic, and digital services to other libraries, research institutions, government agencies, and individuals in the United States and internationally. In fiscal 2015, the Library is requesting obligational authority of **\$2.178 million** for these activities.
- The Office of Special Events and Public Programs Revolving Fund (OSEPP) supports staff salaries and benefits and other costs associated with the coordination of Congressional, outside organization, and Library-sponsored events, such as the annual National Book Festival Gala, meetings of the James Madison Council, the American Society of Composers, Authors and Publishers (ASCAP) event, the Kluge Center Scholarly Programs, Exhibition Opening events, the Congressional Dialogues Series on Great Presidents, and the award ceremony for the Gershwin Prize in Popular Music. In fiscal 2015, the Library is requesting obligational authority of **\$3.886 million** for Library of Congress special events and public programs.

2 U.S.C.182c

- The Federal Library and Information Network (FEDLINK) supports more than 1,200 federal offices, providing cost-effective training and a centralized procurement process for the acquisition of books, library support services, serials, and computer-based information retrieval services. The consolidated purchasing power permits the Library to negotiate economical contracts with more than 130 vendors. In fiscal 2015, the Library is requesting obligational authority of **\$161.556 million** for the FEDLINK program.

- The Federal Research Program (FRP) provides customized research reports, translations, and analytical studies for entities of the Federal Government and the District of Columbia on a cost-recovery basis. The products derived from these services make the Library's vast collections available to analysts and policy makers throughout the Federal and District of Columbia governments, maximizing the utility of the collections through the language and area expertise of the FRP staff. In fiscal 2015, the Library is requesting obligational authority of **\$5.964 million** for FRP.

20 U.S.C. 2106

- The Elizabeth Hamer Kegan Fund promotes the activities of the American Folklife Center through publication and/or distribution of folklife-related publications, recordings, crafts and art objects. In fiscal 2015, the Library is requesting obligational authority of **\$5,000** for the Center's activities.

2 U.S.C. 160

- The Traveling Exhibition Fund supports the loan and display of select, major exhibitions, prepared by the Library, to municipal and private museums and cultural institutions throughout the world. In fiscal 2015, the Library is requesting obligational authority of **\$54,000** for these touring exhibition activities.
- The Verner Clapp Publishing Fund sells facsimiles of historic and rare materials from the Library's collections and publishes books, pamphlets, and related items, also based on the Library's collections. In fiscal 2015, the Library is requesting obligational authority of **\$157,000** for the publishing program.
- The Cafritz Foundation Scholarly Activities Fund covers expenses related to the publication of the Library's exhibit catalogs, posters, and related materials. In fiscal 2015, the Library is requesting obligational authority of **\$5,000** for publication activities.
- The DaCapo Fund supports publications, concerts, lectures, and other special projects, using the Music Division's collections. In fiscal 2015, the Library is requesting obligational authority of **\$36,000** for Music Division activities.





A. Administrative Provisions

1. Section 1201 (a) – Obligational authority for Reimbursable and Revolving Fund Activities

Under 2 U.S.C. 132a-1 obligations for any reimbursable and revolving fund activities performed by the Library of Congress are limited to the amounts provided in appropriation Acts. The Library requests obligational authority, consistent with this provision:

Reimbursable Funds	\$ 2,600,000
Revolving Funds	\$ 183,415,000

Further justification of these amounts is provided in the Reimbursable and Revolving Fund sections of this document.

The following is the proposed administrative provision:

REIMBURSABLE AND REVOLVING FUND ACTIVITIES

SEC. 1201. (a) IN GENERAL.—For fiscal year 2016, the obligational authority of the Library of Congress for the activities described in subsection (b) may not exceed \$186,015,000.

(b) ACTIVITIES.—The activities referred to in subsection (a) are reimbursable and revolving fund activities that are funded from sources other than appropriations to the Library in appropriations Acts for the legislative branch.

B. Appropriation Language

1. The Library of Congress, Salaries and Expenses appropriation language changes:

For necessary expenses of the Library of Congress not otherwise provided for...\$444,370,000 of which no more than \$6,000,000 shall be derived from collections credited to this appropriation...not more than \$350,000 shall be derived from collections during fiscal year 2016 and shall remain available until expended...

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

Provided further, That of the total amount appropriated, \$8,419,000 shall remain available until expended for the digital collections and educational curricula program....

Provided further, That of the total amount appropriated, \$1,300,000 shall remain available until expended for upgrade of the Legislative Branch Financial Management System.

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

For necessary expenses of the Copyright Office, \$58,875,000, of which not more than \$30,000,000, to remain available until expended, shall be derived from collections during fiscal year 2016...

Provided further, That not more than \$5,777,000 shall be derived from collections during fiscal year 2016...

Provided further, That the total amount available for obligation shall be reduced by the amount by which collections are less than \$35,777,000...

Provided further, That not more than \$6,500 may be expended, on the certification of the Librarian of Congress, in connection with official representation and reception expenses for activities of the International Copyright Institute and for copyright delegations, visitors, and seminars...

3. The Library of Congress, Congressional Research Service Salaries and Expenses appropriation language changes:

For necessary expenses to carry out the provisions of section 203 of the Legislative Reorganization Act of 1946 (2 U.S.C. 166)...\$111,956,000...

4. The Library of Congress, Books for the Blind and Physically Handicapped Salaries and Expenses appropriation language changes:

For salaries and expenses to carry out the Act of March 3, 1931 (chapter 400; 46 Stat. 1487; 2 U.S.C. 135a), \$51,428,000...



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APPENDIX A:

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

American Folklife Center

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

In fiscal 2014, AFC acquired more than 434,166 items comprising 101 new collections and additions to existing collections documenting expressive culture in the United States and around the world. Collection highlights include:

- The Bess Lomax Hawes collection (AFC 2014/008), which contains documentation of the career and personal life of the musician, filmmaker, and teacher who may be best remembered for implementing the Folk Arts Program at the National Endowment for the Arts;
- The Jeff Todd Titon collection, 1968-1990 (AFC 2013/041), which is comprised of Titon’s multi-format ethnographic documentation of religious expression and the blues revival during the 1960s-1990s. His field work has led to numerous publications, including, *Early Downhome Blues* (1977), *Powerhouse for God* (1988), and *Give Me This Mountain* (1989), as well as many recordings;
- The Occupational Folklife Project and Archie Green Fellowships, which brought in extensive ethnographic documentation of American workers. For example, Candacy Taylor, a featured Botkin lecturer this summer, submitted a rich body of work documenting hairdressers and beauty shop culture in the U.S.; and
- The Web Cultures collection, which grew to include 25 web sites documenting communities that have emerged through networked and computer-mediated communication. Sites range from the Urban Dictionary to Know Your Meme.

AFC participated in the National Book Festival and produced or collaborated on 35 public programs including:

- Thirteen concerts in the Homegrown series;

- Nine lectures in the Benjamin Botkin series;
- One event in the new “Open Mic” Series of interviews with folk performers;
- Two one-day symposia focusing on coffeehouses and their importance in the history of American folklore, and the history of the Civil Rights movement;
- Eight Civil Rights History Project events; and
- Two co-sponsored events with outside organizations and divisions.

In fiscal 2014, AFC provided fellowships to 8 individual researchers or research teams. These included Archie Green Fellowships, which are designed to stimulate innovative research projects documenting occupational culture in contemporary America, and which went to four teams. AFC also awarded Gerald E. and Corinne L. Parsons Fund for Ethnography Fellowships, which make the collections of primary ethnographic materials housed anywhere at the Library of Congress available to those in the private sector, to two researchers. Finally, AFC awarded two researchers Henry Reed Fund awards, which support work directly benefiting traditional folk artists.

AFC continued to be a leader in international discussions concerning intangible cultural heritage and traditional knowledge, participating in international policy forums, including advisory discussions with the U.S. Department of State, the Cultural Heritage Expert Group of the World Bank, and the U.S. Permanent Mission to the Organization of American States. The AFC’s Field School for Cultural Documentation was held at George Mason University (GMU) in Fairfax, Virginia, in collaboration with GMU’s folklore program, providing training in documentary methods for graduate and undergraduate students.

AFC continued connecting collections to users via social media and the Web. In fiscal 2014, AFC’s number of Facebook followers surpassed 13,000. AFC launched its new blog, *Folklife Today*, and produced 93 blog posts about AFC collections, services, and events. AFC had a leadership role in the online presentation, *The Library of Congress Celebrates the Songs of America*, which was launched on February 5, 2014, and which includes more than 92,000 items. AFC events accounted for 39 new webcasts added to the Library’s site in 2014. AFC produced and placed online a series of 7 podcasts and added

17 new web pages, 41 photographs, and 21 pdf documents to its web site.

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

Veterans History Project

During fiscal 2014, the Library of Congress Veterans History Project (VHP) of the American Folklife Center continued to meet its Congressional mandate of collecting, preserving, and making accessible the wartime memories of America's veterans, without acquisitions funding and entirely through voluntary participation. A total of 5,535 collections were received and 4,925 were processed (23,158 items). VHP's processing of submitted materials made collections accessible within four to six months of receipt. The Project was particularly strategic in fiscal 2014 in re-deploying resources to expand the number of digitized collections, thus contributing to the accessibility of information to a growing number of researchers. Through this nimble re-allotment, VHP was able to complement the normal digitization efforts and raise the number of digitized collections to more than 15,000.

Designed to both inspire participation and inform about existing collections, public events, presentations, workshops, and media campaigns helped to gather new participants. VHP leveraged public, media and Congressional attention to the cause around commemorative dates such as the 70th Anniversary of D-day, the 10th anniversary of the World War II Memorial Dedication and Reunion Weekend, and public awareness issue dates such as those around Post Traumatic Stress Disorder and Pride Month. The Project attracted participation from Vietnam and more recent conflict veterans through strategic collaborations with organizations such as the Department of Defense Office of Commemorations and the Vietnam Veterans Memorial Foundation. Efforts also continued to influence participation in educational institutions both secondary and higher. VHP remained focused on assuring the diversity of the collection by encouraging increased participation by African-Americans, Hispanics and Native American/Indians as well as those of varied faiths and LGBT servicemen and women. VHP staff added three new installments to the *Experiencing War* series on the VHP web site, supported 78 researchers through service of 836 collections on a wide variety of subject matter, responded to more than 1,200 public inquiries, and

provided copies of interviews to more than 200 veteran family members.

VHP staff presented or participated in over 55 programs or events with educational institutions, libraries, professional organizations, communities, federal agencies, and veterans groups, U.S. Department of Health and Human Services, U.S. Department of Defense Commemorative Commissions, American Red Cross, Oral History Association, American Veterans Center, College Park Aviation Museum, Korean War Veterans Digital Memorial Foundation, Princess Cruises, National Court Reporters Association, American Library Association, Daughters of the American Revolution, Vietnam Veterans Memorial Foundation, National Hospice & Palliative Care Association, and U.S. Department of Veterans Affairs. Of note were VHP staff presentations to faculty and students at American University, Frederick Community College (Maryland), George Washington University, and Catholic University.

VHP sought out collaborations with other Library of Congress divisions and programming. These included presentations through the Office of Strategic Initiatives' Summer Teacher Institute; Interpretive Programs Office exhibitions; Library Archives Forum; Preservation Directorate; Hispanic Division; the Office of Opportunity, Inclusiveness and Compliance; and the National Book Festival. VHP staff also continued to help staff the American Folklife Center Reading Room.

VHP continued to receive widespread coverage through on air and print media. Accomplishments included a VHP story on BBC America, a VHP Radio Media Tour, *Newsweek* article and numerous local newspapers and TV news reports. Additionally, VHP participated in a very successful Social Media Campaign with the Public Affairs Office this year, commemorating the D-day anniversaries and broadening the impact by leveraging the participation of VHP contributors, such as Presidential Libraries, and radio stations.

Working with more than 150 Congressional offices to help them provide constituent service, VHP provided in-office briefings to Congressional staff, training sessions for volunteers, video teleconferences, and the support of commemorative submission events. VHP conducted its annual Congressional staff briefing and provided reference services to Congressional offices for speeches and other communications tools.

Civil Rights History Project

On May 12, 2009, President Obama signed The Civil Rights History Project Act of 2009. This law

directs the Library of Congress and the Smithsonian Institution's National Museum of African American History and Culture to conduct a survey of existing oral history collections with relevance to the Civil Rights Movement, and to record new interviews with people who participated in the Movement. The project's accomplishments in fiscal 2014 include:

- Maintaining the existing web portal that provides public access to detailed information about extant recorded interviews with participants in the Civil Rights Movements, housed in more than 1,200 archives, libraries, museums, and other repositories around the country;
- Placing more than 100 new interviews with Movement participants generated by the Project online at the Library's web site;
- Taking a leadership role in the creation of *The Civil Rights Act of 1964: A Long Struggle for Freedom*, a new teaching resource and part of the Idea Book for Educators series;
- Contributing expertise and materials to the Library's exhibit, *The Civil Rights Act of 1964: A Long Struggle for Freedom*, which featured many of the oral history interviews collected by the project;
- Cataloging more than 12,000 Civil-Rights-related items;
- Digitizing more than 2,000 items in various formats;
- Producing eight public programs (included in the AFC total numbers reported in the last section);
- Writing ten blog and print articles;
- Providing technical assistance to the project's interview team;
- Working with other divisions of the Library to identify Civil Rights-era materials in the Library's holdings in order to digitize and provide access to previously inaccessible collections; and
- Launching the project web site within the Library's Project One environment: <http://www.loc.gov/collection/civil-rights-history-project/about-this-collection/>.



APPENDIX B:

Overseas Offices, Cooperative Acquisitions Program

Overseas Offices, Cooperative Acquisitions Program

The Library of Congress operates overseas field offices in Brazil (Rio de Janeiro), Egypt (Cairo), India (New Delhi), Indonesia (Jakarta), Kenya (Nairobi), and Pakistan (Islamabad). These regional offices acquire, catalog, and preserve publications from regions around the world where conventional acquisitions methods are inadequate. They perform these functions directly for the Library of Congress and for research and academic libraries in the United States and other countries through the Library's Cooperative Acquisitions Program (CAP). The Library's overseas offices cover 58 African, Asian, Middle Eastern, and South American countries.

The overseas offices have established direct communications over the years with select Congressional staff and units that support Congressional needs for immediate information from the areas of the world where the offices are located. These submissions of information include daily news summaries from local media and nongovernment organizations, translations of contemporary reports, and data related to countries and areas of interest to the Congress. Beyond providing information directly to Congressional offices and operations that support them, the offices supply contemporaneous information to the Congressional Research Service, Law Library, and Federal Research Division. Feedback from these Capitol Hill partners has enabled the field offices to develop tighter selection parameters for the materials acquired for the Library that better meet the needs of Congress.

Fiscal 2014 statistics representing the work of the six offices are as follows:

- Acquired 61,306 books for the Library of Congress;
- Acquired 129,685 books for CAP participants;
- Acquired 180,563 serials and newspaper issues for the Library of Congress;
- Acquired 217,502 serials and newspaper issues for CAP participants; and
- Created or upgraded 52,185 bibliographic records for the Library and CAP participants.

While managed centrally by the Library Services Acquisitions and Bibliographic Access Directorate, each of the overseas offices has a unique, regionally-based focus and specific areas of specialization and accomplishment, as described below.

Cairo, Egypt, Field Office

The Library of Congress office in Cairo, Egypt, was established in 1962 and functions as a regional center for processing materials acquired from countries in the regions of the Middle East and North Africa. Countries covered are Algeria, Bahrain, Egypt, Gaza, Iraq, Jordan, Kuwait, Lebanon, Libya, Mauritania, Morocco, Oman, Qatar, Saudi Arabia, Sudan, Syria, Tunisia, Turkey, United Arab Emirates, West Bank, and Yemen. Political unrest, censorship, war, poverty, and a general lack of standards in publishing regularly challenge the office as staff carry out its mission. In addition to collecting for the Library, the Cairo Office collects materials for the 46 research libraries participating in the office's Middle East Cooperative Acquisitions Program (MECAP).

The office acquires recently published books on all subjects as well as materials in other formats, such as maps, DVDs, and CDs. In addition to Arabic, other languages that the office covers include Turkish, Kurdish, and Armenian. Materials are selected for the quality of scholarship, importance of subject, and extent to which the titles add to the knowledge of a subject or an event. The office collects government documents, noncommercial publications, newspapers, magazines, and academic journals. These materials provide the Congress, researchers, and faculty of the MECAP research libraries with vital primary and secondary research material to enable them to better understand the history, politics, and culture of these countries.

In addition to site visits and acquisitions travel, the office uses an extensive network of vendors and representatives to acquire materials from the countries it covers. With a staff of 35 including its American director, the office processes and catalogs materials acquired before sending them to Washington, D.C., and the 45 MECAP participants.

Fiscal 2014 started with the field director still on ordered departure from Egypt due to the instable security situation there. He was allowed to return to post in the first week of November. New monographs acquired reached 10,191 titles; serials dropped to 38,806. Cataloging processing statistics increased dramatically for the first time since turmoil in Egypt started in 2011. In fiscal 2014, the office cataloged 2,198 monographs; copy cataloging production spiked to 8,627; minimal level cataloging increased to 2,492 records; whole-book cataloging totaled 1,288 records; and serials cataloging increased to a record 704 titles. The office began contributing Digital Table of Contents to enhance bibliographic records, scanning the table of contents from 143 titles. In addition, the relative improvement of the security situation in Cairo minimized disruptions and closure days at the Embassy. Staff spent a significant amount of time preparing for the Overseas Field Office Replacement System (OFORS) that will replace several legacy systems used by the office. The Cairo Office received its installation of OFORS and began migrating data from the legacy systems.

Islamabad, Pakistan, Field Office

The Library of Congress office in Pakistan was established in 1962 in Karachi, Pakistan, and in 1995 the office shifted operations to Pakistan's capital, Islamabad. The office serves as a regional center for processing materials acquired from Pakistan, Afghanistan, and Iran, and non-commercial materials from Tajikistan. Political unrest, censorship, war, poverty, and a general lack of standards in publishing regularly challenge the office as staff carry out the mission to collect and preserve resources. The office serves other U.S. and international libraries through the Cooperative Acquisition Program (CAP), presently acquiring materials for 39 research libraries.

The office acquires newly published books and journals in all subjects and formats, including maps, DVDs, and CDs. In fiscal 2014, the office added electronic resources to the formats it actively acquires and catalogs. Librarians direct the acquisitions effort, using acquisitions trips as well as an extensive network of vendors to acquire materials. In addition to English, the office acquires materials in Urdu, Punjabi, Pushto, Sindhi, Persian, Balochi, Seraiki, Brahui, Kashmiri, Hindko, Khowar, Gujuri, Burushaski, and Kalami. A staff of 24, including its American director, is responsible for all aspects of the office. Commercial publications are supplied by 15 dealers and three bibliographic representatives.

The office selects materials based on the quality of scholarship, importance of subject, and extent to which the titles add to the knowledge of a subject or an

event. The office collects government documents, non-commercial publications, newspapers, magazines, and academic journals. These materials provide the Congress, researchers, and faculties of CAP research institutions with vital primary and secondary research material to enable them to better understand the history, politics, and culture of these countries. Over the past few years, the office has collected an in-depth array of religious materials of interest to scholars and analysts seeking a better understanding of the religious-political-regional landscape. All materials are cataloged directly into the Library's system, saving significant resources.

In fiscal 2014, the office provided 55,549 documents to Library and CAP participants and processed 235,934 pages of newspapers from Iran, Pakistan, and Afghanistan for preservation. The office preserved 24 web sites focusing on Afghanistan's presidential elections in a web harvesting project. Considerable effort was made to update and upgrade IT hardware and software in preparation for conversion to a new email service and implementation of OFORS— Overseas Field Office Replacement System software. A smooth transition took place between old and new field directors for the office. The office continues planning and preparations for its move into the new embassy compound in fiscal 2015. The Islamabad Office's quarterly acquisitions lists featured print and non-print titles that represent unique or interesting titles of use to policy makers and scholars.

The office continued to collect born-digital working papers and other monographic works for the Library's research collection and extended PDF coverage to Tajikistan. The office also continued to contribute to the Bibliography of Asian Studies, enabling indexing of 134 scanned issues from 31 serials from Pakistan.

Jakarta, Indonesia, Field Office

The Library of Congress office in Jakarta, Indonesia opened in 1963. The Jakarta office serves as a regional center for the acquisition, cataloging, and reformatting of materials from all of Southeast Asia: Brunei, Burma (Myanmar), Cambodia, Indonesia, Laos, Malaysia, the Philippines, Singapore, Thailand, Timor Leste, and Vietnam. The office acquires resources for 40 research libraries in Asia, Europe, and North America as part of the Southeast Asia Cooperative Acquisitions Program (CAPSEA). In order to ensure the development of coherent research collections for the Library and its participants, the Jakarta Office operates offices in Bangkok, Kuala Lumpur, Manila, and Rangoon (Yangon). The office has forty-eight employees in Jakarta and the sub-offices. The librarians and technicians offer a considerable range of education and expertise.

The librarians acquire and catalog books in Burmese, Cambodian, Cebuano, Chinese, English, Indonesian, Javanese, Lao, Malay, Tagalog, Thai, Vietnamese, and other minority languages.

In fiscal 2014, catalogers created 9,048 records of which 1,777 were in English. The offices enhanced access to monographs by creating digital contents pages for 717 titles.

Although the region is a major source for international business, scientific, and technical information, the knowledge and entertainment industries remain decentralized, with little bibliographic control or organized trade industry. In order to obtain the best in publishing, cinema, and recordings, the office maintains a network of book vendors and bibliographic representatives who assist with the identification and acquisition of new research, government publications, and trade publications. To supplement these acquisitions and ensure the acquisition of non-commercial materials, librarians travel throughout the region acquiring government, think-tank, and NGO – non-government organizations resources, as well as monitor and report on trends in publishing and educational development.

Most government agencies, think tanks, and NGOs publish their working and discussion papers on their web sites in PDF format. The office has integrated the collection and cataloging of this gray literature into its regular workflow. During the fiscal year, the Southeast Asia Regional Office reviewed and added 668 PDF documents and cataloged and added 318 new PDF titles to the Library's collection. By the end of the year, the office was sharing regularly the list of new titles added to the collection. In addition to PDF documents, the office participated in three web projects – Islamists Web sites, Thailand Elections, and Indonesian Elections.

The Jakarta Reformatting Section produced high quality negative microfilm reels for 64 newspaper titles from the region numbering an average of 569 reels per year. During the year, the office digitized 75 titles and a total of 325,038 pages.

Nairobi, Kenya, Field Office

The Library of Congress office in Nairobi, Kenya, established in 1966, acquires and catalogs publications in all subjects except clinical medicine and technical agriculture, from commercial, government, and nontrade sources from 29 sub-Saharan countries that include: Angola, Botswana, Burundi, Cameroon, Comoros, Congo (D.R.), Djibouti, Eritrea Ethiopia, Gabon, Ghana, Kenya, Lesotho, Madagascar, Malawi, Mauritius, Mayotte, Mozambique, Namibia, Reunion, Rwanda,

Senegal, Seychelles, Somalia, Swaziland, Tanzania, Uganda, Zambia, and Zimbabwe. The office acquires publications for two national libraries (the Library of Congress and National Library of Medicine) and for 31 institutions that participate in the African Cooperative Acquisitions Program (AfriCAP), primarily university libraries in the U.S.

In addition to acquiring materials, the office catalogs all monographs and new serial titles that are acquired and maintains records of all issues of newspapers and other serials received in Nairobi. Approximately 3,000 bibliographic records are created per year, more than 2,000 of which are monographs and serials; others are non-book materials such as maps, CDs, or DVDs. Materials are in Amharic/Tigrinya, English, French, German, Portuguese, and more than 40 vernacular African languages.

Ongoing work of the Nairobi Office includes serials check-in into the Library's Integrated Library System for all categories except Law; and whole book cataloging in the social sciences and indigenous African languages. In addition, more than 500 electronic news reports from Ethiopia and Kenya and 263 electronic copies of the Namibia national gazette were sent to the Congressional Research Service, Federal Research Division, and Law Library.

A significant activity of the office is the preservation of African newspapers, with a total of 21,423 newspaper and gazette issues received and checked in. Some 400,000 newspaper pages were collated and shipped to the Library, the New Delhi field Office and the Center for Research Libraries (Cooperative Africana Materials Project). The Nairobi Office continued to contribute to the Digitized Table of Contents project, selecting 146 titles for the project.

The office is staffed with 23 employees, including one American director.

New Delhi, India, Field Office

The Library of Congress office in New Delhi, India, established in 1963, is the regional center for the acquisition, cataloging, preservation and shipping of print and non- print materials published in India, Bhutan, and the Maldives, as well as Bangladesh, Nepal, and Sri Lanka, where it maintains sub-offices. Its mission is to respond to the information needs of the Congress, other U.S. agencies, and the scholarly community by (1) adding to the depth and comprehensiveness of the Library's South Asia collections, (2) providing complete online bibliographic access to these publications, (3) preserving "at risk" publications, and (4) administering the South

Asia Cooperative Acquisitions Program (SACAP) on behalf of 45 university and institutional libraries.

One of the challenges to accomplishing the mission is the lack of a developed book trade in the region, which impedes the identification and acquisition of new research quality publications without having a local presence in each Indian state. The situation is further aggravated by the large volume and uneven quality of the commercial, noncommercial, and government publishing sectors, all of which reflect the active social, political, and economic environment in the world's largest democracy.

The office has 75 staff in New Delhi and the three sub offices, 13 packers on contract in New Delhi, and a Director and Deputy Director. The staff has expertise in a wide range of languages: Awadhi, Assamese, Bengali, Bhojpuri, Braj, Dingal, Diwehi, Dogri, Dzongkha, English, Garhwali, Gujarati, Himachali, Hindi, Kannada, Kodagu, Konkani, Kumauni, Magahi, Maithili, Malayalam, Malvi, Marathi, Nepali, Newari, Nimadi, Oriya, Pali, Panjabi, Prakrit, Rajasthani, Sanskrit, Sinhalese, Siraiki, Tamil, Telugu, Tibetan, Tulu, and Urdu.

Commercial publications are supplied on approval by 24 dealers; commercial and non-commercial publications are supplied by seven bibliographic representatives in four conflict-ridden Indian states, Bhutan, and the Maldives, all of which have minimal but significant publishing activity. Staff members carry out local and distant acquisitions trips to obtain noncommercial, controversial, underground, and hard-to-acquire publications that are not available to commercial dealers.

The office produces preservation-quality masters, print negatives, and positives of 229 newspapers, 18 periodicals, and 20 gazettes from 45 countries covered by New Delhi, and Library offices in Cairo, Islamabad, and Nairobi, and the Library representative in Mongolia.

In fiscal 2014, work continued on the development of the Overseas Field Office Replacement System (OFORS), for managing the overseas offices' acquisitions work. By the end of the fiscal year, user acceptance testing had been completed for OFORS, Phase One, which covers the ordering, receiving, invoicing, and vouchering processes. Phase One implementation in the New Delhi Office began in September 2014.

The New Delhi Office, along with the Cairo Field Office, completed the required functional design documents for development work to begin OFORS, Phase Two. Phase Two will cover the binding and shipping processes.

Rio de Janeiro, Brazil, Field Office

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

In addition to acquiring materials for the Library, the Office acquires serials and CDs for 39 research libraries participating in the office's Cooperative Acquisitions Program (CAP). The Rio de Janeiro CAP started in 1990 with serial subscriptions; music CDs were added in 1999 and a cordel package was added in 2012. (Cordels are inexpensively printed booklets or pamphlets containing folk novels, poems, and songs that are produced and sold in the northeast of Brazil.) The 271 serial titles offered include scholarly journals and newspapers in economics, history, culture, and law. The office acquires 163 biomedical serial titles for the National Library of Medicine (NLM). Brazil's medical research is important to NLM because the country is known for its advances in such areas as tropical medicine, dentistry, plastic surgery, phytomedicine, and antibiotics research.

Book dealers and vendors are effective in providing commercially-available monographs from Brazil. Local library staff members are needed, however, to acquire research material from non-commercial Brazilian sources and to address challenges of the poor distribution of published materials, lack of advertising, legal barriers, geographic inaccessibility, and unusually high costs. Business practices in these countries require frequent personal follow-up visits and monitoring of standing purchase orders. With a staff of 15 including its American director, the Rio de Janeiro Office processes and catalogs materials acquired before sending them to Washington, D.C., or to the 39 CAP participants.

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

	Participant	India	Egypt	Pakistan	Kenya	Indonesia	Brazil
United States:							
Arizona	Arizona State University	X				X	
	University of Arizona		X				
California	Stanford University			X	X		X
	Stanford Law Library				X		
	UC, Berkeley	X	X	X	X	X	X
	UC, Berkeley, Law Library			X	X	X	
	UC, Irvine					X	
	UC, Los Angeles	X	X	X	X	X	X
	UC, Riverside					X	
	UC, San Diego						X
	UC, Santa Cruz						X
	University of Southern California						X
Colorado	University of Colorado	X					
Connecticut	Yale Divinity Library					X	
	Yale University	X	X	X	X	X	X
	Yale University Law Library	X	X	X	X		
District of Columbia	Inter-American Development Bank						X
	Open Source Center					X	
	U.S. Department of Defense		X				
Florida	University of Florida						X
Georgia	Emory University	X			X		X
	University of Georgia						X
Hawaii	University of Hawaii	X		X		X	
Illinois	Center for Research Libraries	X		X	X	X	
	Northern Illinois University					X	
	Northwestern University				X		
	University of Chicago	X	X	X	X		
	University of Illinois	X	X	X	X		X
Indiana	Indiana University	X	X		X	X	
	University of Notre Dame						X
Iowa	University of Iowa	X		X	X		X
Kansas	University of Kansas				X		
Louisiana	Tulane University						X
Maryland	National Library of Medicine	X	X	X	X	X	X
	University of Maryland			X			
Massachusetts	Boston University				X		
	Harvard University	X		X	X	X	X
	Harvard Law Library	X	X	X		X	

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

	Participant	India	Egypt	Pakistan	Kenya	Indonesia	Brazil
	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		X
	Rutgers University						X
New Mexico	University of New Mexico						X
New York	Columbia University	X	X	X	X	X	X
	Columbia University Law Library	X		X	X		
	Cornell University	X	X	X	X		X
	Cornell University Echols Collection	X				X	
	Cornell University Law Library	X		X			
	New York Public Library	X	X		X		X
	New York University	X	X	X			X
	SUNY, Binghamton		X				
	Syracuse University	X					
North Carolina	Duke University	X	X	X	X		X
	North Carolina State University	X		X			
	University of North Carolina	X	X	X		X	X
	University of North Carolina - South Asia Collection	X					
Ohio	ITSC Library		X	X	X		
	Ohio State University		X				X
	Ohio University				X	X	
	Wooster College	X		X			
Oregon	Portland State University		X				
Pennsylvania	Pennsylvania State University				X	X	
	Temple University		X			X	
	University of Pennsylvania	X	X	X	X	X	
	University of Pittsburgh						X
	University of Pittsburgh Law Library		X				
Rhode Island	Brown University	X	X	X			X
Tennessee	Vanderbilt University						X
Texas	Rice University						X
	University of Texas	X		X		X	X
Utah	Brigham Young University		X				X
	University of Utah		X				

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

	Participant	India	Egypt	Pakistan	Kenya	Indonesia	Brazil
Virginia	University of Virginia	X	X	X			
Washington	University of Washington	X	X	X		X	X
Wisconsin	University of Wisconsin	X		X	X	X	X
	University of Wisconsin Law Library					X	
Subtotal, United States	80 participants	41	33	36	31	28	38
Foreign Countries:							
Australia	Murdoch University Library					X	
	National Library of Australia					X	
Canada	McGill University	X	X	X		X	
	Royal Ontario Museum	X				X	
	University of British Columbia					X	
Egypt	University of Toronto	X	X	X			
	American University, Cairo		X				
Germany	Ibero-Amerikanisches Institut						X
	Universitäts Bibliothek, Frankfurt-am-Main				X		
	Universitäts und Landesbibliothek Sachsen-Anhalt			X			
Indonesia	American Institute for Indonesian Studies					X	
Japan	Kyoto University, Center for Southeast Asian Studies					X	
	National Diet Library					X	
Lebanon	American University of Bierut		X				
Morocco	King Abdul Aziz al-Saood Foundation		X				
The Netherlands	Peace Palace Library		X				
	Royal Institute of Linguistics					X	
Qatar	Northwestern University in Qatar Library		X				
	Qatar National Library		X				
Singapore	Institute for South East Asian Studies					X	
	Singapore National Library Board					X	
United Arab Emirates	American University of Sharjah		X				
United Kingdom	Bodleian Libraries	X					
	British Library		X				
	University of Essex						X
	University of Exeter		X				
Subtotal, Foreign	26 participants	4	11	3	1	11	2
Total	106 participants	45	44	39	32	39	40



APPENDIX C:

Acquisition of Library Materials by Source

Fiscal 2010 – Fiscal 2014

Acquisition of Library Materials by Source Fiscal 2010 - Fiscal 2014

Source	Pieces				
	Fiscal 2010	Fiscal 2011	Fiscal 2012	Fiscal 2013	Fiscal 2014
Purchases:					
Appropriated - GENPAC/LAW	888,496	1,883,489	711,363	664,712	634,727
Appropriated Other	27,323	11,485	15,337	311,787	75,627
Gift and Trust Funds	164,202	7,987	8,086	24,855	6,985
Total Purchases	1,080,021	1,902,961	734,786	1,001,354	717,339
Non-Purchases:					
Exchange	126,998	122,954	112,104	95,282	91,710
Government Transfers	322,511	72,982	97,237	65,345	81,976
Gifts	1,005,407	1,556,198	1,918,974	1,053,348	1,657,764
Cataloging in Publication/PCN	113,877	101,942	104,203	105,232	98,310
Copyright Deposits	814,243	706,583	636,430	641,723	700,964
Total Non-Purchases	2,383,036	2,560,659	2,868,948	1,960,930	2,630,724
Total All Acquisitions	3,463,057	4,463,620	3,603,734	2,962,284	3,348,063



APPENDIX D:

Library of Congress Mass Deacidification Project Fiscal 2002 – Fiscal 2014

Deacidification is a preservation approach to keep print paper materials, mostly general collection bound volumes and manuscript pages, in usable form and thereby avoid more costly reformatting work. It extends the useful life of acidic and slightly brittle paper by a minimum of 300 percent, assuring that, in most cases, treated materials will survive for 300 years rather than becoming unusable in less than a century. The technology thus achieves economies of scale and future cost avoidance. With a successful mass deacidification program in place since 1995, the Library has extended the useful life of more than 3.6 million volumes (book equivalents) and almost 12 million sheets of manuscript materials from the Library's collections. The Library is therefore ahead of its original 30-year goal to treat 7.5 million volumes during the life of the project, while slightly behind in sheet production. The original 30-year projection of 8.5 million acidic volumes was adjusted to 7.5 million based on a fiscal 2013 survey of the Library's collection. The lower number is a result of less remaining acidic material, less acidic newly acquired material, and more material that is too brittle to be treated.

While the Library initiated a second 5-year contract, effective January 2011, which could ensure saving approximately 1 million volumes and more than 4.7 million sheets of at-risk paper-based Library materials by the end of 2015, budget sequestration in fiscal 2013 necessitated reductions in overall funding for this contract effort with corresponding reductions in the quantity of material treated in fiscal 2013 and 2014. In fiscal 2014, the Library deacidified 240,070 volumes (at Preservation Technologies, L.P.'s 'Bookkeeper' facility in Pennsylvania) and 903,461 manuscript sheets with equipment installed in the James Madison Memorial Building. This was above the annual goal to treat a minimum of 226,400 thousand volumes as negotiated for fiscal 2013 and 2014, and

under the annual minimum requirement to deacidify at least 920,000 sheets of unbound materials.

During fiscal 2015, the Preservation Directorate will exercise the final option year for the current contract, which has been negotiated for reduced levels similar to fiscal 2014. An entirely new contract will need to be developed in fiscal 2015 for significantly reduced levels of treatment in fiscal 2016. Having surveyed untreated portions of the general collections in fiscal 2013 and after completing a review of the mass deacidification program in fiscal 2014, the Library will award a new multi-year IDIQ contract for services that better reflects the needs of the collections. This type of contract instrument will provide the Library with the needed flexibility to address three issues: reduced ability to assess books that are not optimally stored due to continuing shortage of storage space, the reduced number of new receipts on acidic paper, and the lower number of projected volumes needing deacidification. The quantity and types of items selected for treatment will likely change to address more unique materials from the special collections and fewer published bound volumes from the general collections. Continuing to fund the mass deacidification program at historic levels, while making substantial cuts to other preservation programs directed toward more at-risk material, would result in a highly imbalanced and inadequate preservation program.

The target production goal for each succeeding year will be reduced to achieve deacidification of an average of 100 thousand volumes and at least 1 million sheets of manuscript materials per year. Current projections are that the Library will need to maintain treatment at this more realistic level for at least the next five fiscal years before making additional adjustments based on the availability of environmentally sound collection storage and the advancement of reformatting alternatives.

Deacidification Treatment Fiscal 2002 - Fiscal 2014
(Dollars in Thousands)

Fiscal Year	Collections Treated		Total Obligations
	Books	Manuscripts	
2002	170,600	0	\$ 2,748
2003	215,319	696,000	3,687
2004	299,064	1,219,500	4,681
2005	296,119	1,012,500	5,445
2006	298,826	1,069,500	6,614
2007	292,648	1,086,000	5,551
2008	345,937	1,066,500	4,329
2009	325,830	736,500	6,284
2010	330,497	1,365,000	5,444
2011	288,334	1,013,400	5,664
2012	258,087	846,900	6,681
2013	249,874	851,450	6,098
2014	240,070	903,461	7,451
Total, Actuals 2002-2014			\$ 70,677
Total, Estimated 2015-2031			\$ 93,500
Total, Actual and Estimated Thirty-Year Mass Deacidification Program Cost			\$164,177



APPENDIX E:

National Digital Information Infrastructure and Preservation Program (NDIIPP)

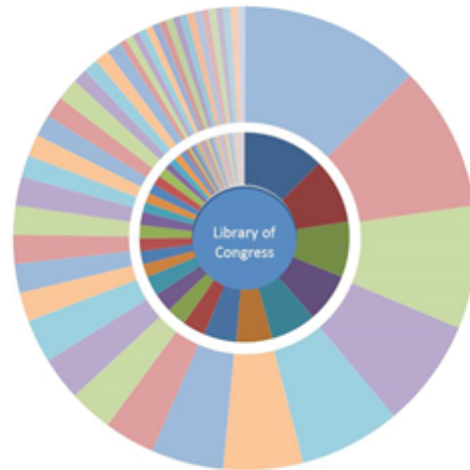
Overview

The Congress established the National Digital Information Infrastructure and Preservation Program (NDIIPP) in 2000 and charged the Library to develop a nationwide strategy to preserve digital materials of high value to the Nation. NDIIPP gives the Library of Congress a unique opportunity to leverage external expertise to analyze and identify emerging high value content created and distributed primarily via the Web, encouraging external research and internal adoption of best digital preservation practices. Over the 15- year history of the program, NDIIPP has worked with Library staff and the broader community on best practices for preserving cultural heritage content continually transformed by technology. Collaborations with content producers, content stewards, and service providers across government, academia, and the private sector have resulted in a number of preservation-related guidelines, tools, and shared services.

NDIIPP collaborations are summarized in the charts below. The first chart summarizes NDIIPP cooperative agreements and grants activity from 2004-2011. The second chart summarizes the NDIIPP national network reach attained over the 15-year history of the program.

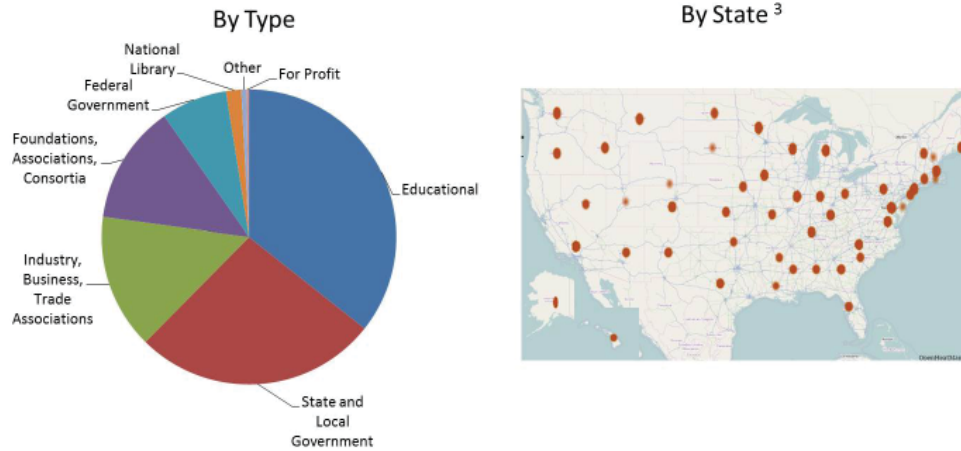
Digital Preservation Best Practices and Applied Research 2004-2011

Cooperative Agreements and Grants



156 Project Participants through Lead-grant recipients

NDIIPP National Network Reach ^{1, 2}



1. Includes DPOE, NDSR, and Cooperative Agreements and Grants.
2. Includes participation in collaborative working groups such as Blue Ribbon Task Force, FADGI, Section 108, and NDSA.
3. All states except West Virginia.

Fiscal 2014 Accomplishments

Web Archiving:

In fiscal 2014, the NDIIPP program continued to provide project management and technical support for a growing number of Web Archive collections for Library Services and the Law Library and continued to develop tools and strengthen the infrastructure for the long-term storage and preservation of web archive content. NDIIPP managed 29 active web archive collections. As of end of fiscal 2014, the cumulative web content archived was 582 terabytes (an increase of 107 TB since fiscal 2013) and more than 9.2 billion documents (an increase of more than 1 billion since fiscal 2013). In-house crawling (a total of 7 TB in fiscal 2014) included capture of Library web sites, links cited in Supreme Court opinions for the Law Library, and the capture of format specifications.

Technical Approaches to Digital Storage:

The Library held the 10th annual Designing Storage Architectures for Digital Collections meeting September 22-23, 2014. This meeting is an annual opportunity for invited technical industry experts, IT professionals, digital collections and strategic planning staff, and digital preservation practitioners to discuss the challenges of digital storage and to help inform decision-making in the future. Participants come from government agencies, cultural heritage institutions, and academic and research organizations. The meeting serves as a unique opportunity for the cultural heritage community to interact and share perspectives with storage industry on evolving requirements for new archival media types.

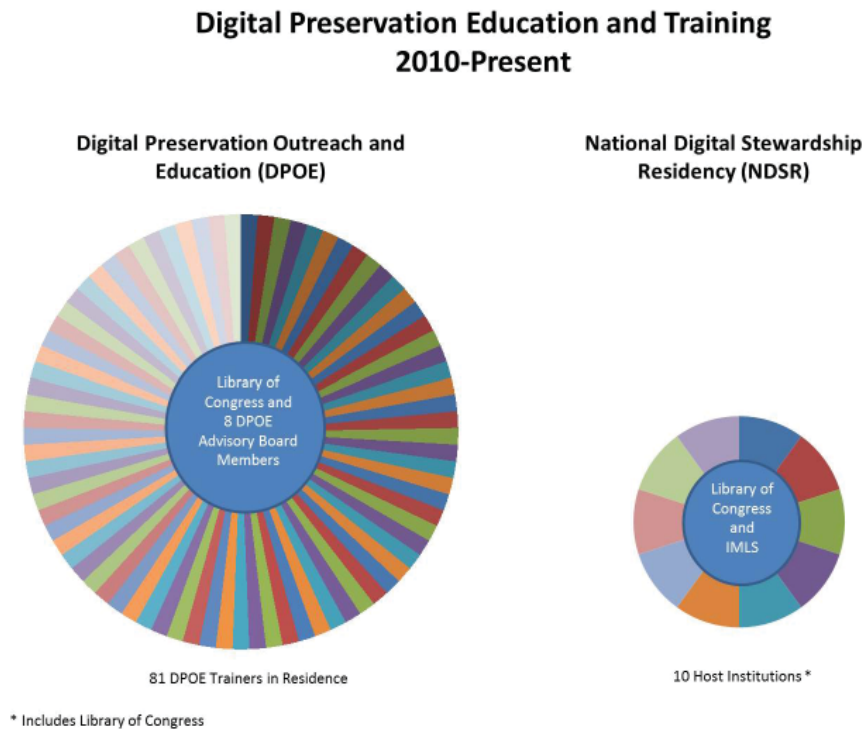
The National Digital Stewardship Residency (NDSR):

Through an interagency agreement with the Institute of Museum and Library Services, NDSR provided an opportunity for institutions with digital asset holdings to host recent graduates to apply their knowledge in a hands-on environment and address challenges related to digital stewardship. The NDSR hosted its first class of ten residents. During the nine-month program, residents worked on digital stewardship projects at a range of hosting institutions, which included the Library, Smithsonian Institution Archive, Public Broadcasting Service, and the World Bank.

Digital Preservation Outreach and Education:

NDIIPP continued to foster education and training about digital preservation on a national scale through support of a network of dedicated trainers across the United States, representing 81 unique institutions in 36 states and the District of Columbia. Outreach efforts included exploring the establishment of regional training centers in Alaska and North Carolina and co-hosting workshops with domestic collaborators in the District of Columbia, Maryland, Virginia, Kansas, and Colorado.

The chart below summarizes the extent of the digital preservation education and outreach collaborations.



NDIIPP maintains *The Signal* blog as a primary communication channel for information about NDIIPP programs, collaborations, events, reports, and developments in the preservation community. In addition, NDIIPP participates in internal Library collaborative efforts to develop and implement institution-wide guidance on the best digital preservation workflows and practices.

Best Practices and Applied Research Collaborations:

The National Digital Stewardship Alliance (NDSA), focused on the national capacity to preserve digital resources, provides a national forum for initiating collaborations across the public, education, and private sectors. The NDIIPP program assisted NDSA in drafting the “2015 National Agenda for Digital Stewardship” issued in late September 2014, which documented emerging technological trends, gaps in capacity, and key opportunities for research and development for digital stewardship.

Goals for Fiscal 2015 - 2016

Almost 15 years have passed since the original NDIIPP legislation. Although NDIIPP has been managed primarily as an outward facing program, the Library has identified the need to re-examine NDIIPP in the broader context of all of the Library’s preservation programs. We will examine the relationship of NDIIPP to other Library preservation activities and programs in order to formulate a cohesive, Library-wide approach to collecting and preserving digital materials important to the Library and the nation. We will set the program goals in the context of all Library of Congress preservation mandates, as well as re-energize efforts to collect and preserve high value digital content, as mandated in the original legislation.

NDIIPP will continue to host meetings and invite leaders and experts from business and academia to discuss shared challenges and opportunities for digital preservation. More importantly, the meetings will serve as forums to explore potential new collaborations for the mutual benefit of the Library and its strategic partners. Over its 15-year history, NDIIPP has explored numerous funded and unfunded collaborative models that extended the NDIIPP network reach. Lessons learned from these formal and informal collaborations to date will inform the collaborations moving forward, so that tangible, mutually beneficial outcomes can be achieved with available resources.



APPENDIX F:

Teaching with Primary Sources (TPS)

Overview

Through the Library's Office of Strategic Initiatives (OSI) Teaching with Primary Sources program (TPS), Library staff and institutional partners are harnessing the power of primary sources as teaching tools by providing educators with methods and materials that build student literacy skills, content knowledge, and critical thinking abilities.

Curriculum standards across the country highlight the importance and value of teaching with primary sources. The Library is at the forefront of the effort to provide teachers with high quality methods and materials effectively to do so.

Professional Development

In fiscal year 2014, education resource specialists at the Library of Congress and TPS Consortium partners in other institutions and organizations across the country provided a wide variety of professional development opportunities for educators. Through workshops, institutes, conferences, and webinars, TPS efforts served thousands of teachers nationwide.

The Educational Consortium

The TPS Education Consortium consists of 28 universities, school districts and educational foundations in 17 states that assist the Library in the design and delivery of the TPS program. In addition, three members of the TPS Educational Consortium coordinate regional TPS activity in the East, Midwest and West, identifying sub grantees who wish to deliver TPS professional development content. The regional program supported dissemination of TPS to 203 organizations that reached teachers in 50 states and the District of Columbia.

TPS Consortium members conducted 903 professional development events in fiscal 2014 for 22,549 teachers from 336 congressional districts representing 46 states, the District of Columbia, and the U.S. Virgin Islands.

In the second quarter of fiscal 2014, the TPS Teachers Network beta site, a professional networking site for educators interested in using Library of Congress primary sources more effectively in their classrooms, officially launched. By the end of the fiscal year, more than 1,200 educators were actively using the site.

Educational Outreach Staff

Educational outreach staff members at the Library conducted 22 professional development events in fiscal 2014, serving 647 educators from 183 congressional districts, representing 49 states, the District of Columbia, and American Samoa. In addition, the program continued its collaboration with *PBS Teacherline*, a provider of high quality online professional development, and reached 90 teachers nationally through a 45-hour online course entitled *Teaching with Primary Sources from the Library of Congress*.

The Summer Teacher Institutes

In fiscal year 2014, TPS staff offered five, five-day Summer Teacher Institutes at the Library of Congress. Educators from diverse educational settings – library/media specialists, classroom teachers, school administrators, and curriculum developers – took part. From more than 500 who applied, 136 were selected and completed the Institute requirements. The 136 were from 33 states representing 104 Congressional districts.

As part of the summer institutes, Library staff offered the first ever *Seminar for Science Educators*. Participants included K-12 science teachers in a variety of subject areas, including some library media specialists. Also, in conjunction with the Library's exhibit on the Civil Rights Act of 1964, staff offered a *Civil Rights Institute* which focused on related collections. This workshop was attended by 31 educators including two from Hartford, Connecticut sponsored by the Newman's Own Foundation.

During the summer institutes, the Library of Congress Open House that was added to the agenda in fiscal 2013 again was included, increasing the exposure of more than two dozen Library divisions to the educators who are charged to take what they've learned and share it with others outside of the Institutes. Finally, the TPS Teachers Network was incorporated into the Institutes, giving the program a tool for collaboration and sharing that increased participants' engagement and ability to promote the Library's resources before, during, and after the Institutes. The primary goal of the Institute is to provide participants with tools and resources to effectively integrate the Library's digitized primary sources into classroom teaching. Participants expressed great

satisfaction with the degree to which this goal was met and reported significant gains in learning specific teaching strategies, skills for navigating the Library's web site and the value collaboration with other educators.

Professional Conferences for Educators

TPS presented and exhibited at national education conferences in order to better serve the K-12 population and elicit feedback from teachers across the country. In addition to participating in the largest conferences for English and Social Studies teachers, Educational Outreach staff sought to improve its outreach to science teachers. The Library presented sessions and exhibited at National Council of Teachers of English and National Council for the Social Studies; exhibited at the Teaching and Learning Conference; presented at the National Council for History Education conference; and attended the National Science Teachers Association (NSTA) conference. In addition, staff presented at the annual conference of the Society of American Archivists on a panel focused on educational outreach to the K-12 community.

Teacher Tools and Digital Initiatives

In late fiscal 2013, the TPS team launched a Twitter account for the Library's K-12 audience which allows the Library not only to promote its materials and programs to the nation's teachers, students, and administrators, but also to develop original teaching activities for the medium. By the end of fiscal 2014, the account acquired more than 5,000 new followers, including teachers, librarians, authors, educational organizations and thought leaders, and Members of Congress.

The Library's blog for teachers, *Teaching with the Library of Congress*, published 106 posts. The blog promotes practical strategies for the effective use of the Library's online collections and spotlighted items from the collections that are especially well suited for classroom use.

Educational Outreach continued to build Library-centered teacher resources, publishing two new primary source sets and a set of resources for the 50,000 participants in National History Day. Staff also worked with HISTORY on the publication of a special edition *Idea Book for Educators*, related to the Civil Rights Act of 1964.

TPS forged a new partnership with the NSTA, and in September began publishing a new feature entitled *Right to the Source* in the NSTA journal, *The Science Teacher*.

The Library's site for teachers, LOC.gov/teachers, increased its readership by more than 15 percent over fiscal 2013, with more than 10 million views for the year.

In addition, Educational Outreach addressed the needs of the growing tablet-based educational community by launching a set of six free educational e-books, the Student Discovery Sets. These interactive e-books allow students to draw on, analyze, and explore primary sources from the Library's collections. In the first four days of their availability, they were downloaded more than 2,000 times.

LOC Box

In its third year, the LOC Box (pronounced "Lock Box") field trip program was again booked to capacity. Students from grades four to six and their teachers/chaperones worked in teams to explore the Library's historic Thomas Jefferson Building. The program served 1,427 students from 24 schools in the DC metropolitan area.

National Book Festival

TPS was responsible for the Library of Congress Education Center with colleagues from the Young Readers Center at this year's National Book Festival. The Center featured hands-on activities with facsimiles of primary sources from the Library's collections and demonstrations of the Library's Teachers Page web site.

Teacher in Residence

Since 2000, TPS has recruited teachers in residence to work on-site as they advise and make direct contributions to resources and programs developed for educators by the Library's staff. The fiscal 2014 Teacher in Residence made significant contributions to professional development efforts focusing on using primary sources to guide research, authoring or co-authoring several articles for education publications and partnering with the Library's Center for the Book on multiple initiatives. She delivered professional development days in her home school district to pairs of librarians and teachers, serving 65 educators over two full-day events.

Future Program Growth and Development

TPS will continue to be recognized as a leader and key participant in the national conversation on K-12 education, and TPS involvement will continue to be sought for contributions to conference panels, program boards, educational publications, and wherever primary-source-based learning is a topic of discussion.

The program's primary goals fall into three categories:

Educator Programs and Professional Development

- Increase the diversity of program (both in terms of participants and content), to reach a larger audience;
- Increase alignment of program areas and approaches; and
- Increase collaboration with colleagues from across the Library.

Educational Resources and Materials

- Increase awareness, use, and sharing of all Library of Congress teacher resources (particularly by and for key audience segments);
- Develop teacher resources that address the needs of specific audiences: elementary, Science, Technology, Engineering, Math, and the Arts (STEM/STEAM), and English Language Learning (ELL);
- Develop mobile and other non-web products to increase awareness among this visible and influential audience;

- Specifically, we will increase competitive opportunities for developing online interactives and applications for classrooms use on Congress and civic participation; and
- Coordinate the visibility of all Library of Congress teacher and student resources.

TPS Consortium and Regional Program

- Increase the post-funding/professional development involvement of TPS regional grantees and alumni teachers, from across Educational Outreach programs;
- Increase the cadre of TPS teachers who formally support their colleagues' use of the Library's primary sources (TPS coaches); and
- Evaluate TPS Consortium members based on standard measures of performance.

Continue to build and share a collective understanding among TPS Consortium and Educational Outreach staff members of effective practices for using primary sources to support student learning.



APPENDIX G:

Copyright Office Records Digitization Project Report of Accomplishments Fiscal 2014

Preservation

As of September 30, 2014, the Copyright Office had scanned, performed quality assurance review, and migrated to long-term managed storage, 35.860 million assignments and registration cards representing approximately 99.94 percent of the content of the Copyright Card Catalog. Digitization of the remaining 0.06 percent, about 18,000 records that were very fragile and required special care, was completed in December 2014.

When the project began in 2010, there was no backup copy for an estimated 78 percent of the cards. That number now has been reduced to zero. The project's preservation goals have been met.

Public Access

As scanning proceeded, the Office actively engaged in studying the feasibility and cost of capturing data from the imaged cards and making the information publicly available online. In fiscal 2014, the Office initiated a contract to process a subset of the most recent records (1971-1977) utilizing recent advances in Optical Character Recognition (OCR) software. The

new software produces a high-level of reading accuracy. The Office is doing quality control to perfect the OCR records and anticipates integrating the records directly into the existing Copyright Office's records system beginning in fiscal 2015. This will allow searches conducted using existing searching parameters to return additional historical records.

The Copyright Office also is in contact with universities, including Brigham Young, University of Illinois, University of Maryland, and University of Massachusetts, and other federal government agencies, including the National Archives and Records Administration, the United States Postal Service, and the National Academy of Science, to determine the state of the art practices for handwritten character recognition. Approximately 400,000 of the 35.8 million cards are handwritten and cannot be computer interpreted using existing OCR technologies. Through work with a consortium of universities and federal government agencies, the Copyright Office is hopeful that handwritten records may be computer interpreted to reduce the key-entry costs associated with incorporating the records into the Copyright database.



APPENDIX H:

Copyright Office – Estimated Value of Materials Transferred to the Library in Fiscal 2014

Copyright Office, Salaries and Expenses

Estimated Value of Materials Transferred to the Library of Congress in Fiscal 2014

(Dollars in Thousands)

Category of Work	Registered Works Transferred	Non-Registered Works Transferred	Total Works Transferred	Average Unit Price	Value of Works Transferred
Books¹	179,272	98,433	277,705		\$14,210,443
Book - hardbound	84,648	22,131	106,779	\$94.09	[10,046,836]
Book - softbound	74,107	14,571	88,678	41.49	[3,679,250]
e-books (Pro Quest)	20,517	61,182	81,699	5.15	[420,750]
e-books (special relief)	0	549	549	115.86	[63,607]
Serials	70,105	282,766	352,871		11,234,246
Periodicals ^{2,3}	70,098	233,995	304,093	49.76	[10,592,167]
Newspapers ²	7	46,080	46,087	1.50	[48,391]
eSerials	0	2,691	2,691	220.62	[593,688]
Microforms	2,441	23,029	25,470		1,078,366
Microfilm	2,441	3,755	6,196	150.00	[939,400]
Microfiche	0	19,274	19,274	7.21	[138,966]
Motion Pictures	9,086	45	9,131		4,452,815
Film - 35 mm/70 mm/IMAX	274	0	274	12,641.00	[3,463,634]
Film - 16 mm	2	0	2	1,500.00	[3,000]
Videotape	8,810	45	8,855	111.37	[986,181]
CD/DVDs	29,307	1,828	31,135	25.00	778,375
Printed Music	2,317	929	3,246	59.75	193,949
Maps	737	61	798	46.68	37,251
Prints, Posters, Photographs, and Works of Art	590	18	608	37.95	23,074
Total	293,855	407,109	700,964		\$32,008,519

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

² 70 percent of "Periodicals" and "Newspapers" are selected for the collections.

³ The figure for non-registered "Periodicals" includes: (1) an estimate based on average loads in hampers delivered to Library processing and custodial divisions and (2) a count of serials issues checked in through the Copyright Acquisitions Division. For the estimated portion, there was an earlier change in the physical method of delivery, which decreased the average amount per hamper. The figures above reflect a reasonable estimate of current receipts per hamper and will be reviewed on a regular basis.

Copyright Office, Salaries and Expenses
Receipt Authority and Obligations – Fiscal 2011 – Fiscal 2016
(Dollars in Thousands)

Authority/Obligations	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Estimate	2016 Estimate
Receipt Authority:						
Offsetting collections	\$27,359	\$26,797	\$27,721	\$26,916	\$27,971	\$30,000
Royalties credited to Licensing appropriation from Cable, Satellite, and DART	5,266	5,109	5,099	4,842	5,230	5,388
Royalties credited to CRJ appropriation from Cable, Satellite, and DART	137	375	374	98	381	389
Estimated value of materials transferred to the Library	31,060	30,453	29,433	31,999	30,000	30,000
Total Receipt Authority	\$63,822	\$62,734	\$62,627	\$63,855	\$63,582	\$65,777
Obligations:						
Pay	\$43,436	\$40,933	\$38,808	\$40,034	\$42,935	\$47,229
Other Obligations	9,013	9,553	10,576	9,920	11,368	11,646
Total Obligations	\$52,449	\$50,486	\$49,384	\$49,954	\$54,303	\$58,875
RATIO of Receipt Authority to Obligations	122%	124%	127%	128%	117%	112%



ARCHITECT OF THE CAPITOL – LIBRARY BUILDING AND GROUNDS

Overview

The Library Buildings and Grounds (LB&G) jurisdiction is responsible for the maintenance, repair, and operations; mechanical and electrical infrastructure; heating, ventilation and air conditioning (HVAC); plumbing; painting; grounds maintenance; snow removal; and any construction related to the Library of Congress (LOC) buildings and grounds. Facilities include: Thomas Jefferson Building (TJB); James Madison Memorial Building (JMMB); John Adams Building (JAB); the LOC Special Facilities Center, which includes the Little Scholars child development center; the Congressional campus at Ft. Meade, Maryland; and the National Audio-Visual Conservation Center located in Culpeper, Virginia.

Fiscal 2016 Budget Request

AOC is requesting \$65.801 million in fiscal 2016 for the LB&G account. This reflects an increase of \$23.621 million from the fiscal 2015 enacted base of \$42.180 million.

The LB&G budget is presented in two sections: (1) Operating Budget and (2) capital multi-year projects.

The following highlights each section:

Operating Budget: **\$25.512 million**

The Operating Budget of the LB&G appropriation funds all costs associated with the care, maintenance, and operation of LOC buildings and grounds, with the exception of cleaning services.

Capital Multi-Year Projects: **\$40.289 million**

The Capital Budget consists of major construction or system replacement requirements to address fire, life safety, and security issues; deferred maintenance; capital renewal; capital improvement; capital construction; and necessary studies and designs; with a focus on energy savings. It also includes Minor Construction funds that provide jurisdictions with the flexibility to respond to unforeseen requirements as generated from emergencies, the Members, Committees, and other Architect of the Capitol clients.

Projects include the following:

North Exit Stair B, Phase II, TJB **[\$15.308 million]**

This project is an integral part of the approved abatement plan to address the Office of Compliance Citation #31-2 regarding Library of Congress egress deficiencies. The citation covers a requirement for increased exiting capacity, as well as smoke control stairwell pressurizations. In the event of fire or other emergencies, the current conditions create an unsafe environment for building occupants due to lack of egress exits from the Thomas Jefferson Building and stacks. The project includes correction of common paths of travel violations to ensure occupants can exit in a rapid manner, construction of a new self-supporting masonry exit stair, and construction of new fire-rated exit passageways.

East and West Main Pavilion Roof Replacement, TJB**[\$6.119 million]**

The installation of the copper roof in 1998 was done with lower than acceptable quality standards. The East Main Pavilion roof almost immediately required an ad hoc and expensive fix, which has an approximate 10 year life span, the end of which is already past. As a result, portions of the roof system are now failing, allowing water to enter the building. Significant leaks at the West Main Pavilion and East Main Pavilion have been reported. The flat seam areas at the west side of the West Main Pavilion have been particularly problematic, since interior space limitations prevented the installation of additional drains. In 2007, a blocked drain in the northwest corner of the Pavilion allowed major water penetration from a storm event. This project implements design documents prepared with roof repair recommendations from a July 2010 study and includes replacing the copper roof with proper detailing, removal and reinstallation of the stone balustrades for flashing replacement, and replacement of the deteriorated skylight system with a new energy efficient skylight installation.

Direct Digital Controls Upgrade, Phase III, JMMB**[\$4.321 million]**

This is the third phase of a three-phase program designed to convert a total of 30 JMMB air handlers to digital controls. This project replaces antiquated pneumatic controls on 13 James Madison Memorial Building (JMMB) air handling units with new direct digital controls and includes new valves, dampers, actuators, sensors, control wiring and programming; new controls integrated into the Building Automation System for centralized control, monitoring, energy management, and operational trending.

Elevator Modernization, JMMB MC1-MC4; JAB 13-14**[\$3.916 million]**

This project is part of a multi-year phased program to upgrade and modernize the elevators in the LOC buildings. Parts for these systems are no longer available and elevator breakdowns are increasing causing passengers to be trapped in the elevators. Project includes upgrades to the elevator controls to bring up to life-safety standards, and upgrades to the mechanical/electrical room to provide improved ventilation.

Emergency Lighting System Upgrade, JAB**[\$3.331 million]**

The existing emergency lighting systems throughout the Library of Congress buildings are not in compliance with current building and life safety code requirements. There are numerous exit signs that are not connected to emergency power, and in some cases, are non-existent. Several utility and machine rooms lack emergency lighting, and major egress routes and adjacent tunnels lack adequate light levels for proper egress. A study of the emergency lighting system in the John Adams Building revealed that the existing system does not meet current life safety codes and confirmed that approximately 70 percent to 75 percent of the building has inadequate or non-existent emergency lighting with the majority of these areas located in public spaces. The project includes installation of code compliant emergency lighting, installation of new emergency circuits and modification to power systems, and modification of panel boards and branch circuits.

Collection Storage Modules 6 & 7, Ft. Meade, LOC**[\$1.994 million]**

The book storage facility complex at Ft. Meade, Maryland accommodates the Library's expanding collections of books, manuscripts, prints, maps, cultural and other copyrighted materials. Modules 6 & 7 are next in a series of planned storage modules to be designed and built at Ft. Meade per the Capitol Complex Master Plan. The Library of Congress needs additional space to new published and unpublished materials. Without additional off-site storage, and as collections in all formats grow, the current situation continues to deteriorate, exacerbating the already dangerous conditions with regard to life-safety, research, and preservation. This project is required to provide a permanent solution in alleviating current collections space shortages on Capitol Hill, as well as to allow for the fulfillment of the Library's historic mission to sustain and preserve a universal collection of cultural knowledge and creativity for future generations. This project provides design documents for the building infrastructure, site preparation, foundations, building superstructure including security systems, collection storage shelving, integrated fire safety systems, and dedicated Heating Ventilation and Air Conditioning (HVAC) systems for permanent long term collection storage.

South Stair E, Phase I, Expansion Shelving Renovations, Decks C, D, 37 & 38, TJB **[\$1.350 million]**

This project is a prerequisite for the construction of Thomas Jefferson Building South Egress Stair E to proceed. According to a study, an estimated 330,000 volumes of books will require relocation prior to construction of Thomas Jefferson Building South Egress Stair E. This project includes providing additional shelving, and additional structural support attached to the existing building structure required to support the new shelving loads.

Roof Repairs Design, TJB **[\$0.887 million]**

The existing copper roof of the Thomas Jefferson Building was replaced during the last repair and renewal project in 1998; however, due to budget constraints, flashing and other sections of the original roof were not fully replaced. As a result, these conditions are now failing, allowing water to enter the building and presenting a safety hazard. A study completed in July 2010, identified the conditions that allow water to penetrate the exterior enclosure and also identified specific roofing installations that do not meet current copper roofing standards. This project includes a complete set of construction documents that merge the roof repair recommendations from the July 2010 study, lightning protection system requirements and coordination with the newly installed roof fall protection systems on the Thomas Jefferson Building roof.

Fire Alarm and Audibility Upgrade, JMMB **[\$0.563 million]**

The present voice paging and evacuation system does not meet current requirements of the building code, National Fire Protection Association 101 and 72, and AOC Design Standards. The existing voice paging and evacuation portion of the building's fire protection system has exceeded its useful life and necessary replacement parts and components required to maintain the system are no longer manufactured. As a result, an updated intelligible voice evacuation system is required in order to provide reliable partial or building wide notification utilizing clear direction and information to the building occupants during an emergency. The unique mission of the Capitol Hill campus combined with the architecture and hardware messaging system can provide. This project focuses on design and functionality concerns of a new voice paging, evacuation, and messaging system, and includes a new messaging and evacuation control panel, distributed amplification, automated messages, secondary power sources, wiring, speakers, and any additional components necessary for installation.

Minor Construction **[\$2.500 million]**

Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the LB&G appropriation.