

## Program Direction

### Overview

The Office of Science (SC) Program Direction (PD) supports a skilled Federal workforce to develop and oversee SC investments in world-leading research and scientific user facilities. SC investments deliver scientific discoveries and major scientific tools that transform our understanding of nature and advance the energy, economic, and national security of the United States. In addition, SC provides public access to DOE scientific findings to further leverage the Federal science investment and advance the scientific enterprise.

SC requires highly skilled scientific and technical program and project managers, as well as experts in areas such as acquisition, finance, legal, construction and infrastructure management, human resources, and environmental, safety, and health oversight. SC plans, executes, and manages science programs that address critical national needs. Overcoming national challenges in energy, environmental stewardship, and nuclear security, as well as enabling continued U.S. innovation and scientific competitiveness, requires transformational basic research. Oversight of DOE's basic research portfolio, which includes grants and contracts supporting nearly 22,000 researchers located at 300 universities and 17 national laboratories, as well as supervision of major construction projects, is a Federal responsibility. SC also enables world-leading research by providing and maintaining state-of-the-art scientific user facilities—the large machines of modern science—supporting nearly 31,000 users. These facilities offer unique capabilities and place U.S. researchers and industries at the forefront of science, technology, and innovation.

### Headquarters (HQ):

SC HQ Federal staff provide program execution and program oversight, and policy, strategy, and resource management for the SC enterprise. The following activities are performed:

- Create and maintain a balanced research portfolio that includes high-risk, high-reward research to achieve mission goals and objectives.
- Conduct scientific program and research infrastructure planning, execution, and management across a broad spectrum of scientific disciplines and program offices; directly engage the scientific community to identify research opportunities and to communicate priorities.
- Assure rigorous external merit review of research proposals, selection of appropriate peer review experts, development of award recommendations informed by peer review, and regular evaluation of research programs. Each year, SC typically receives between 5,000 and 6,000 new and renewal proposals that require peer review, and manages over 6,000 laboratory, university, non-profit, and private industry research awards already in progress.
- Provide oversight and management of all SC user facilities and other current research infrastructure investments.
- Provide oversight and management of all line item and other construction projects.
- Provide oversight and management of the maintenance and operational integrity of the ten SC national laboratories.
- Provide policy, strategy, and resource management in the areas of information technology, grants and contracts, budget, and human capital.
- Respond to information requests from Congress, the Executive Office of the President, other executive branch offices, and the public.

### Site Offices:

SC Site Office Federal staff maintain the business and management infrastructure required to support the scientific mission at 10 SC national laboratories. This includes conducting day-to-day business transactions of contract management activities, approvals to operate hazardous facilities, safety and security oversight, leases, property transfers, sub-contracts, and activity approvals required by laws, regulations, and DOE policy. As part of this, the Site Offices:

- Maintain a comprehensive contract management program to assure contractual mechanisms are managed effectively and consistently with guidelines and regulations, supporting over \$3 billion per year of SC mission work performed by contractors at 10 SC national laboratories.
- Evaluate complex integrated laboratory activities including nuclear, radiological, and other complex hazards.

- Provide Federal project directors to facilitate execution of line item and other construction projects.

#### Integrated Support Center (ISC):

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

- Manages the multi-appropriation, multi-program allotments for all SC national laboratories through administration of laboratory Management and Operating (M&O) contracts and is responsible for over 90% of SC funds awarded to laboratories and universities.
- Provides support to SC and other DOE programs for solicitations and funding opportunity announcements, as well as the negotiation, award, administration, and closeout of contracts and financial assistance awards using certified contracting officers and professional acquisition staff.

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

OSTI fulfills the Department's responsibilities for public access to the unclassified results of its research investments, as well as the collection and secured access to DOE's classified and sensitive scientific and technical information. In addition to ensuring long-term preservation, OSTI develops and maintains publicly-accessible web products offering access to technical reports, conference papers, patents, accepted manuscripts, videos, and datasets produced through the research of DOE's national laboratories and grantees. DOE researchers typically produce 30,000-40,000 research papers and reports annually, and OSTI's physical and electronic collections exceed 1 million research papers and reports. OSTI developed and is responsible for executing DOE's public access mandate consistent with the memorandum issued by the Office of Science and Technology Policy (OSTP) in February 2013. The DOE policy outlined in the Public Access Plan in response to the OSTP memorandum ensures that peer-reviewed publications (either accepted manuscripts or the version of record) resulting from DOE funding to grantees and laboratories will be made available to the public within 12 months from the date of publication. DOE's model is a cost-effective solution to this requirement because it leverages existing systems and processes for collecting and providing access to other forms of scientific and technical information. In FY 2015, the Advanced Scientific Computing Advisory Committee (ASCAC) will conduct a Committee of Visitors review of the OSTI program.

#### **Highlights of the FY 2016 Budget Request**

- The FY 2016 Request of \$187,400,000 is an increase of \$3,700,000 from the FY 2015 Enacted Appropriation and supports a total FTE level of 945.
- Consistent with Executive Order 13539, as amended December 19, 2011, the FY 2016 request supports the President's Council of Advisors on Science and Technology (PCAST), providing \$855,000 for salaries and benefits for 2 FTEs, committee member travel, meeting planning support, and other related expenses.

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

	<b>FY 2014 Enacted</b>	<b>FY 2014 Current</b>	<b>FY 2015 Enacted</b>	<b>FY 2016 Request</b>	<b>FY 2016 vs. FY 2015</b>
<b>Washington Headquarters</b>					
Salaries and Benefits	52,460	49,756	51,962	52,657	+695
Travel	1,766	1,666	1,866	1,775	-91
Support Services	14,450	16,735	13,472	14,651	+1,179
Other Related Expenses	14,955	14,035	15,870	15,050	-820
<b>Total, Washington Headquarters</b>	<b>83,631</b>	<b>82,192</b>	<b>83,170</b>	<b>84,133</b>	<b>+963</b>
<b>Office of Scientific and Technical Information</b>					
Salaries and Benefits	6,110	6,144	6,181	6,251	+70
Travel	76	75	78	120	+42
Support Services	1,284	1,654	1,522	1,366	-156
Other Related Expenses	961	897	1,000	855	-145
<b>Total, Office of Scientific and Technical Information</b>	<b>8,431</b>	<b>8,770</b>	<b>8,781</b>	<b>8,592</b>	<b>-189</b>
<b>Field Offices</b>					
<b>Chicago Office</b>					
Salaries and Benefits	22,100	22,672	22,355	22,815	+460
Travel	248	314	305	248	-57
Support Services	810	1,402	800	914	+114
Other Related Expenses	2,344	1,784	1,958	2,275	+317
<b>Total, Chicago Office</b>	<b>25,502</b>	<b>26,172</b>	<b>25,418</b>	<b>26,252</b>	<b>+834</b>

	FY 2014 Enacted	FY 2014 Current	FY 2015 Enacted	FY 2016 Request	FY 2016 vs. FY 2015
<b>Oak Ridge Office</b>					
Salaries and Benefits	23,819	23,630	23,302	24,034	+732
Travel	324	381	300	345	+45
Support Services	2,136	2,182	1,469	1,660	+191
Other Related Expenses	3,785	4,473	3,434	4,025	+591
<b>Total, Oak Ridge Office</b>	<b>30,064</b>	<b>30,666</b>	<b>28,505</b>	<b>30,064</b>	<b>+1,559</b>
<b>Ames Site Office</b>					
Salaries and Benefits	437	400	441	450	+9
Travel	20	20	24	22	-2
Support Services	2	0	2	2	0
<b>Total, Ames Site Office</b>	<b>459</b>	<b>420</b>	<b>467</b>	<b>474</b>	<b>+7</b>
<b>Argonne Site Office</b>					
Salaries and Benefits	3,496	3,364	3,531	3,565	+34
Travel	66	82	107	80	-27
Support Services	52	73	158	165	+7
Other Related Expenses	6	0	39	21	-18
<b>Total, Argonne Site Office</b>	<b>3,620</b>	<b>3,519</b>	<b>3,835</b>	<b>3,831</b>	<b>-4</b>
<b>Berkeley Site Office</b>					
Salaries and Benefits	3,597	3,373	3,465	3,586	+121
Travel	59	50	75	59	-16
Support Services	223	459	384	361	-23
Other Related Expenses	75	45	131	87	-44
<b>Total, Berkeley Site Office</b>	<b>3,954</b>	<b>3,927</b>	<b>4,055</b>	<b>4,093</b>	<b>+38</b>

	FY 2014 Enacted	FY 2014 Current	FY 2015 Enacted	FY 2016 Request	FY 2016 vs. FY 2015
<b>Brookhaven Site Office</b>					
Salaries and Benefits	4,290	3,985	4,329	4,368	+39
Travel	129	123	115	125	+10
Support Services	246	579	610	358	-252
Other Related Expenses	218	78	165	195	+30
<b>Total, Brookhaven Site Office</b>	<b>4,883</b>	<b>4,765</b>	<b>5,219</b>	<b>5,046</b>	<b>-173</b>
<b>Fermi Site Office</b>					
Salaries and Benefits	2,258	2,318	2,280	2,265	-15
Travel	61	50	75	75	0
Support Services	28	61	73	55	-18
Other Related Expenses	13	5	44	41	-3
<b>Total, Fermi Site Office</b>	<b>2,360</b>	<b>2,434</b>	<b>2,472</b>	<b>2,436</b>	<b>-36</b>
<b>New Brunswick Laboratory</b>					
Salaries and Benefits	4,104	3,814	3,575	3,552	-23
Travel	80	95	80	125	+45
Support Services	296	543	296	300	+4
Other Related Expenses	983	1,104	983	1,034	+51
<b>Total, New Brunswick Laboratory</b>	<b>5,463</b>	<b>5,556</b>	<b>4,934</b>	<b>5,011</b>	<b>+77</b>
<b>Oak Ridge National Laboratory Site Office</b>					
Salaries and Benefits	5,619	5,374	5,600	5,964	+364
Travel	95	71	110	100	-10
Support Services	240	312	281	461	+180
Other Related Expenses	15	15	30	30	0
<b>Total, Oak Ridge National Laboratory Site Office</b>	<b>5,969</b>	<b>5,772</b>	<b>6,021</b>	<b>6,555</b>	<b>+534</b>

	FY 2014 Enacted	FY 2014 Current	FY 2015 Enacted	FY 2016 Request	FY 2016 vs. FY 2015
<b>Pacific Northwest Site Office</b>					
Salaries and Benefits	4,725	4,773	4,641	4,760	+119
Travel	131	123	125	133	+8
Support Services	41	43	38	48	+10
Other Related Expenses	14	67	104	83	-21
<b>Total, Pacific Northwest Site Office</b>	<b>4,911</b>	<b>5,006</b>	<b>4,908</b>	<b>5,024</b>	<b>+116</b>
<b>Princeton Site Office</b>					
Salaries and Benefits	1,450	1,476	1,505	1,510	+5
Travel	39	34	30	38	+8
Support Services	16	50	10	16	+6
Other Related Expenses	43	6	88	44	-44
<b>Total, Princeton Site Office</b>	<b>1,548</b>	<b>1,566</b>	<b>1,633</b>	<b>1,608</b>	<b>-25</b>
<b>SLAC Site Office</b>					
Salaries and Benefits	2,204	2,219	2,052	2,088	+36
Travel	50	37	59	50	-9
Support Services	40	163	138	148	+10
Other Related Expenses	33	22	57	33	-24
<b>Total, SLAC Site Office</b>	<b>2,327</b>	<b>2,441</b>	<b>2,306</b>	<b>2,319</b>	<b>+13</b>
<b>Thomas Jefferson Site Office</b>					
Salaries and Benefits	1,818	1,720	1,836	1,860	+24
Travel	48	48	50	60	+10
Support Services	6	20	49	10	-39
Other Related Expenses	6	6	41	32	-9
<b>Total, Thomas Jefferson Site Office</b>	<b>1,878</b>	<b>1,794</b>	<b>1,976</b>	<b>1,962</b>	<b>-14</b>

	FY 2014 Enacted	FY 2014 Current	FY 2015 Enacted	FY 2016 Request	FY 2016 vs. FY 2015
<b>Total Field Offices</b>					
Salaries and Benefits	79,917	79,118	78,912	80,817	+1,905
Travel	1,350	1,428	1,455	1,460	+5
Support Services	4,136	5,887	4,308	4,498	+190
Other Related Expenses	7,535	7,605	7,074	7,900	+826
<b>Total, Field Offices</b>	<b>92,938</b>	<b>94,038</b>	<b>91,749</b>	<b>94,675</b>	<b>+2,926</b>
<b>Total Program Direction</b>					
Salaries and Benefits	138,487	135,018	137,055	139,725	+2,670
Travel	3,192	3,169	3,399	3,355	-44
Support Services	19,870	24,276	19,302	20,515	+1,213
Other Related Expenses	23,451	22,537	23,944	23,805	-139
<b>Total, Program Direction</b>	<b>185,000</b>	<b>185,000</b>	<b>183,700</b>	<b>187,400</b>	<b>+3,700</b>
Federal FTEs	956	929	940	945	+5
<b>Technical Support</b>					
Development of specifications	482	1,315	714	489	-225
System review and reliability analyses	682	222	700	732	+32
Surveys or reviews of technical operations	384	708	365	440	+75
<b>Total, Technical Support</b>	<b>1,548</b>	<b>2,245</b>	<b>1,779</b>	<b>1,661</b>	<b>-118</b>
<b>Management Support</b>					
Automated data processing	7,110	9,482	8,273	7,960	-313
Training and education	692	658	724	802	+78
Reports and analyses, management, and general administrative services	10,520	11,891	8,526	10,092	+1,566
<b>Total, Management Support</b>	<b>18,322</b>	<b>22,031</b>	<b>17,523</b>	<b>18,854</b>	<b>+1,331</b>
<b>Total, Support Services</b>	<b>19,870</b>	<b>24,276</b>	<b>19,302</b>	<b>20,515</b>	<b>+1,213</b>

	FY 2014 Enacted	FY 2014 Current	FY 2015 Enacted	FY 2016 Request	FY 2016 vs. FY 2015
<b>Other Related Expenses</b>					
Rent to GSA	975	708	900	1,104	+204
Rent to others	1,679	1,914	1,556	1,893	+337
Communications, utilities, and miscellaneous	3,381	2,523	2,624	2,763	+139
Printing and reproduction	30	11	21	1	-20
Other services	1,917	254	1,834	1,361	-473
Operation and maintenance of equipment	103	340	103	143	+40
Operation and maintenance of facilities	1,029	1,933	1,044	1,333	+289
Supplies and materials	586	514	776	689	-87
Equipment	3,751	3,740	3,586	3,668	+82
Working Capital Fund	10,000	10,600	11,500	10,850	-650
<b>Total, Other Related Expenses</b>	<b>23,451</b>	<b>22,537</b>	<b>23,944</b>	<b>23,805</b>	<b>-139</b>



**Program Direction**

**Activities and Explanation of Changes**

FY 2015 Enacted	FY 2016 Request	Explanation of Changes FY 2016 vs. FY 2015
<b>Program Direction \$183,700,000</b>	<b>\$187,400,000</b>	<b>+\$3,700,000</b>
<b>Salaries and Benefits \$137,055,000</b>	<b>\$139,725,000</b>	<b>+\$2,670,000</b>
<p>The FY 2015 Enacted Appropriation supports 940 FTEs to perform scientific oversight, project management, essential operations support associated with science program portfolio management, and administration of PCAST. The FY 2015 appropriation allows SC to continue implementation of its succession planning strategy and allows backfill hiring for essential SC positions.</p> <p>Support for expenses such as increases in GS schedule pay rates, health insurance costs and retirement allocations in the Federal Employees Retirement System are included.</p>	<p>The FY 2016 Request will support 945 FTEs to perform scientific oversight, project management, essential operations support associated with science program portfolio management, and administration of PCAST.</p> <p>Support for expenses such as increases in GS schedule pay rates, health insurance costs and retirement allocations in the Federal Employees Retirement System are included.</p>	<p>Additional FTEs in FY 2016 are requested to fill essential SC positions that have become vacant due to retirements and other separations.</p> <p>Increased funding for salaries and benefits is requested based on current projections for SC's grade distribution and annual pay/step increases.</p>

FY 2015 Enacted	FY 2016 Request	Explanation of Changes FY 2016 vs. FY 2015
<b>Travel \$3,399,000</b>	<b>\$3,355,000</b>	<b>-\$44,000</b>
<p>Staff travel is required to ensure scientific management, compliance, safety oversight, and external review of research funding across all SC programs, since SC senior program managers are not co-located with grantees or at national laboratories. Travel is also required for facility visits where the use of electronic telecommunications is not practical for mandated on-site inspections and operations reviews.</p> <p>Travel is also included to support meetings of the PCAST, scheduled for six times per year with additional meetings called at the discretion of the President. PCAST is an advisory group to the President and Executive Office of the President.</p> <p>SC Federal Advisory Committee travel is supported, which includes over 170 representatives from universities, national laboratories, and industry, representing a diverse balance of disciplines, professional experience, and geography. Each of the six advisory committees provides valuable, independent advice to the Department regarding the complex scientific and technical issues that arise in the planning, management, and implementation of SC programs.</p>	<p>Staff travel is required to ensure scientific management, compliance, safety oversight, and external review of research funding across all SC programs, since SC senior program managers are not co-located with grantees or at national laboratories. Travel is also required for facility visits where the use of electronic telecommunications is not practical for mandated on-site inspections and operations reviews.</p> <p>Travel is included to support meetings of the PCAST, scheduled for six times per year with additional meetings called at the discretion of the President. PCAST is an advisory group to the President and Executive Office of the President.</p> <p>SC Federal Advisory Committee travel is supported, which includes over 170 representatives from universities, national laboratories, and industry, representing a diverse balance of disciplines, professional experience, and geography. Each of the six advisory committees provides valuable, independent advice to the Department regarding the complex scientific and technical issues that arise in the planning, management, and implementation of SC programs.</p>	<p>A small reduction in travel is due to budgeted travel estimates.</p>

FY 2015 Enacted	FY 2016 Request	Explanation of Changes FY 2016 vs. FY 2015
<b>Support Services \$19,302,000</b>	<b>\$20,515,000</b>	<b>+\$1,213,000</b>
<p>Technical expertise and business services sustain the following: maintenance, operation, and cyber security management of SC mission-specific information technology systems and infrastructure as well as SC-corporate Enterprise Architecture and Capital Planning Investment Control management; administration of the Small Business Innovation Research/Small Business Technology Transfer program; grants and contract processing and close-out activities; accessibility to DOE's corporate multi-billion dollar R&amp;D program through information systems managed and administered by OSTI; operations and maintenance of the Searchable Field Work Proposal system to provide HQ and Field organizations a tool to search and monitor field work proposals; selected routine administrative services including travel processing and Federal staff training and education to maintain appropriate certification and update skills; select reports or analyses directed toward improving the effectiveness, efficiency, and economy of services and processes; and safeguards and security oversight functions.</p> <p>The FY 2015 Enacted Appropriation funds essential information technology infrastructure and safety management support, as well as training for the SC workforce. The FY 2015 appropriation incorporates the IT Modernization Plan, which is expected to be fully implemented by the end of FY 2015. This will result in a common operating environment across SC Headquarters and Integrated Support Center (Chicago and Oak Ridge). Funding for a single consolidated IT support service contract is included.</p>	<p>Technical expertise and business services sustain the following: maintenance, operation, and cyber security management of SC mission-specific information technology systems and infrastructure as well as SC-corporate Enterprise Architecture and Capital Planning Investment Control management; administration of the Small Business Innovation Research/Small Business Technology Transfer program; grants and contract processing and close-out activities; accessibility to DOE's corporate multi-billion dollar R&amp;D program through information systems managed and administered by OSTI; operations and maintenance of the Searchable Field Work Proposal system to provide HQ and Field organizations a tool to search and monitor field work proposals; selected routine administrative services including travel processing and Federal staff training and education to maintain appropriate certification and update skills; select reports or analyses directed toward improving the effectiveness, efficiency, and economy of services and processes; and safeguards and security oversight functions.</p> <p>The FY 2016 Request will fund essential information technology infrastructure, ongoing operations and maintenance of IT systems and safety management support, as well as training for the SC workforce. The FY 2016 request will continue to support the IT Modernization Plan.</p>	<p>Increased requirements are due to ongoing operations and maintenance of IT systems.</p>

FY 2015 Enacted	FY 2016 Request	Explanation of Changes FY 2016 vs. FY 2015
<b>Other Related Expenses \$23,944,000</b>	<b>\$23,805,000</b>	<b>-\$139,000</b>
<p>SC contribution to the Department’s Working Capital Fund (WCF) provides for common administrative services at HQ including: rent and building operations, telecommunications, network connectivity, supplies, printing/graphics, mail, purchase card surveillance, health centers, and interagency transfers associated with E-gov initiatives. In addition to increases to support salary and benefit costs for staff administering the WCF, also included are fixed requirements in the Field Offices not funded through the WCF associated with rent, utilities, and telecommunications, building and grounds maintenance, computer/video maintenance and support, equipment leases, purchases, maintenance, and site-wide health care units. Also funded are SC-wide assessments for payroll processing and the Corporate Human Resource Information System.</p> <p>The FY 2015 Enacted Appropriation includes \$11,500,000 to support fixed costs, rent, and other WCF requirements. WCF costs represent 48% of Other Related Expenses and is an estimate based on projected usage.</p>	<p>SC contribution to the Department’s Working Capital Fund (WCF) provides for common administrative services at HQ including: rent and building operations, telecommunications, network connectivity, supplies, printing/graphics, mail, purchase card surveillance, health centers, and interagency transfers associated with E-gov initiatives. In addition to increases to support salary and benefit costs for staff administering the WCF, also included are fixed requirements in the Field Offices not funded through the WCF associated with rent, utilities, and telecommunications, building and grounds maintenance, computer/video maintenance and support, equipment leases, purchases, maintenance, and site-wide health care units. Also funded are SC-wide assessments for payroll processing and the Corporate Human Resource Information System.</p> <p>The FY 2016 Request includes \$10,850,000 to support fixed costs, rent, and other WCF requirements. WCF costs represent 46% of the Other Related Expenses Request and is an estimate based on projected usage.</p>	<p>A small reduction in other related expenses is due to budgeted estimates.</p>